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| Participant no. |  |
| Interview type | Workplace Walkthrough Video/ Home Tour Video [delete as appropriate] |
| Interviewer name/s |  |
| Transcriber name |  |
| Original language |  |
| Time Stamp (from recording), e.g. 00:03 | Add description as text in this column. Note room and activity going on. If there are different cooling activities discussed – e.g. fan and airconditioner in same room, it is helpful to separate these if possible.  Add any key quotes and add time stamp for when they started.  Use time stamp for beginning of segment, when segment is over (e.g. moving to a new room) start a new row and add a new time stamp. |
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