

Script Recording FAQ

Project Overview:

- Talent Store is our new program that allows our Upwork freelancers to sign contracts with us to perform a variety of similar tasks for a specific client, enabling them to start taking on projects/tasks from that client more quickly while also giving freelancers more options and flexibility in the work they choose to accept.
- Once you're officially onboarded with Talent Store, you will be ready to start receiving tasks. There may be work order opportunities immediately or it could take time. It simply depends on the client's business needs.
- If you are presented with a new project but the timing is not right for you, you would just simply decline the work opportunity. We do ask that you only apply to our Talent Store if you are able to take on freelance work regularly.
- The pay rates for work under the contracts for this project will vary based on the specific tasks freelancers accept and successfully complete. The pay rate for a specific task will be presented to freelancers before they accept the task and freelancers are not obligated to accept any single task.
- NO FEES will be deducted from your pay when you perform work via Talent Store!
- Projects that fall under this particular client Talent Store will require you to record yourself reading scripts or responding to unscripted prompts. You must deliver the recordings according to the schedule set forth in offered tasks. We will submit them to our client, a voice over services platform, after checking that the recordings meet all requirements identified in your contract.
- The recordings/audio files will be used for Text-to-Speech (TTS) research and development purposes and will not be broadcast or used in any public or paid media.
- You will need to use appropriate recording software. You can use the recording software of choice as long as it's capable of creating recordings that meet the contractual requirements.
- If you do not have access to appropriate recording software, or wish to use different software, you can consider downloading free recording software called "Audacity" available here:
<https://www.audacityteam.org/>
- Technical Requirements for submitted recordings:
 - File Type: Unprocessed raw .WAV file (24 bit, 48 kHz, mono)
 - Recording Method: mono or stereo depending on project requirements
 - Noise Floor: -60dB or better
 - Quality: Naturally minimized background noise, breaths, and clicks (no plugins). Recording must be done in a quiet environment with minimal background noise.

Project Timeline:

- **The project start date varies and requires flexibility.** This project will involve work by a large number of freelancers. As such, it will take time to onboard everyone on an ongoing basis. This means that after your proposal is submitted for consideration, review of the proposal may take several weeks to complete, although the goal is to complete review and send contract offers for successful bids as soon as possible. Since contract offers will be made over an extended period of time, please only apply if you can commit to submitting deliverables over the next few months.

Qualifications and Restrictions:

- Freelancers must be fluent in the languages/dialects they submit bids for.
- You will need to provide your own tools and necessary equipment to complete this work, which will generally include the following:
 - PC or Laptop capable of meeting the technical specifications listed above for the contract's deliverables and browser with the most recent security updates installed
 - 1 Microphone with high-quality audio
 - High-speed, password protected internet connection. Performing work over an open wireless network connection is NOT allowed
 - If recording virtually using software supplied by the client, the following are required:
 - Operating system: Windows 7 or higher, macOS Big Sur or higher
 - Browser: Google Chrome or Microsoft Edge.
 - Recommended: CPU with 4 or more cores. At least 5 GB free space on your system, an internet connection with 10 Mbps or better download, and 5 Mbps or better upload.

Commonly Asked Questions:

- Are the scripts provided by you, or do we have to come up with the content?
 - It depends on the project. We have projects where the scripts are provided but also unscripted projects where you are free to respond to a prompt without a given script.
- How error-tolerant are you?
 - Small errors are okay! If you mess up 1 word, it will generally be fine if you just continue reading through the script. If you mess up multiple words in a row or a whole sentence, it would be best to stop recording, delete the recording of just the affected script row, and then resume recording from the beginning of the affected script row.
- Can I apply to work on multiple language projects with this client?
 - No. You are only allowed to have 1 active contract with this client at any given time. However, all freelancers will receive generic contracts that may allow them to work for multiple different projects with varying rates, asynchronously.

Onboarding Requirements:

- **Talent Questionnaire:** PLEASE COMPLETE UPON APPLYING.
 - You will need to answer questions about your past freelance work and business to the best of your ability.
 - [This help article](#) has details about what you need and about the worker classification process overall. Also take advantage of our [Business Resource Center](#).
- **Tax Information:** You will need to provide tax information by navigating to Settings > Tax Information > Complete the Tax Filing Information.
 - For more information on taxes for freelancers, visit [here](#).
- **Identity Verification:** Immediately after receiving an offer, you will receive an email and notification on the Upwork platform with instructions on how to complete the Identity Verification process. For more information on the IDV check and what you will need to do, please visit [this webpage](#).
 - Be prepared to upload a government-issued ID.

- You will need to initiate a phone call with one of Upwork's agents for additional steps in the IDV process.
- You can submit your ID & initiate a video call at any time.
- In some cases, it can take up to 1 day after the video call for the IDV to be complete.
- **Pay Rates:** The pay rates for work under the contracts for this project will vary based on the specific tasks freelancers accept and successfully complete. The pay rate for a specific task will be presented to freelancers before they accept the task and freelancers are not obligated to accept any single task.
- **Account Profile:** It is important that your location on your Upwork profile is accurate and up to date, as described in our [Terms of Service](#). As part of our process we will validate your location. Any discrepancies may lead to delays.