

Brief introduction in present tense, eg:

Mrs Hilda Freeman has lived all over the world and currently is settled in the Greyfriars Residential Home in Sidcup. She kindly agreed to talk to me about her life and experiences, and to share her memories of her time living and growing up in Africa.

This is her amazing story.

Actual biography in the past tense, third person, eg:

On 3rd July 1937, Hilda Jane Jones was born at home in Mombasa, Kenya, to Alfred and Jean Jones. Mr Jones was working for the Foreign Office at the time and was away from home when Hilda entered the world.

