

CCRA *online*

Issue 9 | September/October | 2009

CCRA's 99th Annual Convention



California Court Reporters Association
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October 9-12, 2009**

CCRA Online Copy Deadlines

The deadline for ad and article copy for CCRA Online is the first of the month prior to the scheduled publication date. Articles, ad copy, changes of address, complaints of nondelivery and subscription requests should be directed to CCRA, 65 Enterprise, Aliso Viejo, CA 95656 or call (949) 715-4682. Advertising inquiries also should be directed to the Association office. Photographs accompanying articles should be RGB color JPEG files with a resolution no less than 120 ppi.

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CCRA MISSION STATEMENT

The mission of the California Court Reporters Association is to advance the profession of verbatim shorthand reporting by promoting professional reporting excellence through education, research, and the use of state-of-the-art technology; establishing and maintaining professional standards of practice; and advocating before legislative and regulatory bodies on issues which impact the judicial system and others served by the court reporting profession of California.

Education is Not Just for Kids!

By Sheri Turner Gray, CSR 7350
CCRA President



It's that time of year — kids are back in school, traffic is bad near my office which is close to a local university, and we are hoping that with everyone's schedules settling down, that the depo work will pick up again. It's been a hard few months/years, depending on where in the country/state you are, in the freelance world. And it's easy for reporters to look to the courts, the firm owners, the attorneys, and blame them all on the downturn in work.

But you know what? It's the entire economy – not just of the nation, but particularly of our state. In the news yesterday, I learned that the TRUE unemployment rate in California (measured by counting only the employment-aged population who wants to be working) is actually 2 out of 5. That's 40%, an unprecedented rate, at least since 1977, before my working career began. When you take a look at the reporting industry, we probably don't have it as bad as the working population as a whole.

How do we continue to weather the storm? One way has been by educating our state leadership. We did a great job of educating the legislators who were making the budget decisions. When the Governor said that the court record can be made "digitally" now — like it's some amazing new thing? — he has absolutely no idea about the superior "digital" technology that reporters have and have been using for many years now.

Next, CCRA's efforts will be in educating the committees that advise the Governor on these ideas. Even though the imminent threat of replacing our official reporters with tape recorders, digital or not, has been challenged and won three times in the last year, and countless times previously, we don't want a rerun with next year's budget negotiations.

It has been the hard work of your CCRA leadership; the ER/DR Task Force; our lobbyist, Jim Cassie; SEIU's lobbyist, Michelle Castro; and many volunteers; and also your contributions that have made it possible to win these battles.

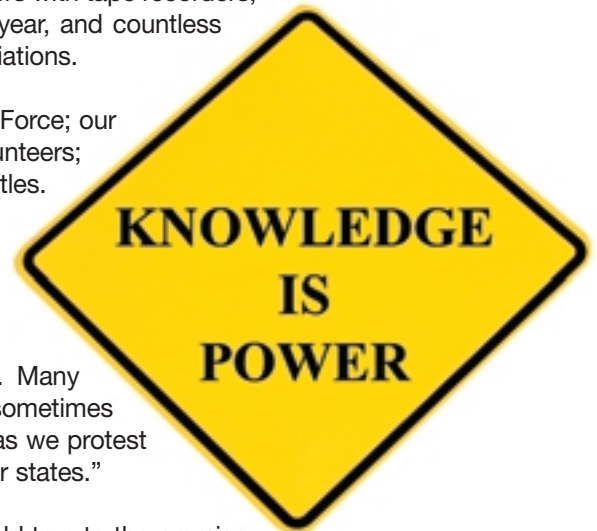
But guess what? **We can do more with more! You, too, can help! If you care about your job in court, if you don't want ER to be replacing you in depositions, you need to get involved!**

It is discouraging what has happened in other states across the nation. Many states use ER/DR in their courtrooms, sometimes instead of and sometimes alongside of steno reporters. NCRA's leadership constantly tells us, as we protest some of their ideas and actions, "Well, California is different than other states."

I want you to know how true that is! We are different. And we still hold true to the premise that the best way of making the record is stenographically, and we will do everything in our power to keep it that way in California, despite what the rest of the nation says or thinks.

I was completely disheartened when an NCRA leader said at their recent meetings, "I make the record the same way a tape recorder does." Hmmm. Perhaps she does. **But I know that the record I make is more accurate and more valuable than any record a tape recorder could ever make.**

What can you do? The first step is to educate. Educate yourself on reporting technology and increase your reporting skills, the two things that set us apart from other methods of making the record. Come to the CCRA annual convention in October to Educate and Rejuvenate yourself. You will learn valuable information and tools that will be well worth the



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Education is Not Just for Kids!

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investment in saving your career. You will learn all the latest issues in the reporting community of California and what you can and should be doing about them.

Think of attending the convention as an absolutely necessary business expense, like driving to your job each day. You can choose not to invest in this once-a-year expense, but the price you pay in the long run may be the loss of your job — and I'm not just being dramatic here. You can register for the convention at this link. www.cal-ccra.org It will be the best money well spent this year in improving and preserving your career. Do you want to be one of the 2 in 5 looking for a job?

The next thing you can do is to help CCRA educate others. Please mark your calendar for our second annual California Action Team Training to be held February 27-28, 2010 in San Diego. Those who attended the CATT program last year overwhelmingly felt that it was the best educational seminar they had EVER attended.

It will teach you everything you need to know, and will empower you to help CCRA promote the industry of court reporting to attorneys, judges, administrators, legislators, and everyone else who has a say in the continuation or elimination of our jobs. It, too, will be well-invested time and energy.

California IS different, because the reporters here are different. By each and every reporter becoming educated and involved, CCRA can continue all the good things that are happening here for reporting now and into the future.



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The Top 50 Court Reporter Blogs

By L. Fabry

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With starting salaries averaging around 40k to 50k, court reporting is a great way to earn money without the hassle of an expensive and time consuming education. Below are the best in court reporting blogs, along with useful resources for court reporters.

Best Group Court Reporting Blogs

These top court reporting blogs come from some of the leading agencies in the nation and world.

1. **CSR Nation:** This site is the ultimate resource for court reporters, scopists, videographers, and more. Court reporters are welcome to join the community of bloggers or read the many posts available. You can also view the classifieds, send files, join the community, and more.
2. **Court Reporters:** A Yahoo group, court reporters from across the nation can post their thoughts and questions here. Get more information on the career, daily life, and musings. You can even get links to related topics.
3. **Court Reporters Court Reporting Nationwide:** This anonymous blogger writes on the court reporting world and beyond. Get tips for electronic depositions and how to prepare witnesses for video depositions. There is also an entry for how to utilize CourtReporterNet.com.
4. **Todd Olivas & Associates:** Located in California, this company provides court reporting services to the Southwest and beyond. In addition to the blog, court reporters can submit their information for jobs in their area. The blog also contains useful information on the education and work a court reporter does.
5. **Huseby Inc.:** This agency of certified court reporters is located in Charlotte, NC. The blog is full of information for established court reporters such as depositions and how court reporters can increase profits. There are also links to useful resources.
6. **Kramm Court Reporting Blog:** This company is located in San Diego and has useful information for the California court reporter. Posts include tips for depositions, bankers, and even what to do with original copies. The Client Center category also has a useful how to guide.
7. **Association of Video Professionals Blog:** Any court reporter interested in videography should visit this blog. There are tips for recording, using, and editing videos. Be sure to check out the entry from Jeff DeMello, certified legal videographer.
8. **Court Reporters Board:** The state of California has its own board of Court Reporters. Their mission is to protect the public health, safety, and welfare by ensuring the integrity of judicial records through oversight of the court reporting profession. A recent post examined the best practices for backup audio media.
9. **Barkley Court Reporters:** This leading firm is located in San Francisco, CA. It was recently recognized as the first and only certified green court reporting firm in the United States. Visit the site to read more about what they do or even see a training video.
10. **Court Reporters, Court Reporting, Stenographers:** Although the blog hasn't been updated in a while, the entries are worth a read. Posts include what not to expect from a court reporter, depositions, and information on the career for different states. There are also sections devoted to work and training.
11. **GMR Transcription:** This company offers transcription services for psychiatrists, professors, students, attorneys, market researchers, focus group moderators, corporate meetings, etc. The blog discusses the jobs,

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The Top 50 Court Reporter Blogs

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processes, and scope of transcribing. You can even get tips for translation services as well.

12. **[TypeWrite Transcription:](#)** This company is located in South Africa and offers services in typing and transcription. A useful blog for anyone looking to enter the field or for a unique point of view. They even have tips for making a transcriber's resume stand out.
13. **[Transcription Services & Outsourcing in India:](#)** Located overseas, this company provides an array of services from medical to legal. You can find out why outsourcing transcriptions is such a profitable business, and how you can compete with them from your very own home.
14. **[Closed Captioning Blog:](#)** Those interested in court reporting may also find careers as captionists. Part of Aberdeen Captioning, they provide captioning, transcription, and subtitling services. Read the blog to learn more about what they do and make sure to read Susanna's story.
15. **[Medical Transcription Info & News:](#)** Part of Allied Medical School, court reporters can learn more about a career in medical transcription. In addition to learning more about the course, you can read various entries on the profession. Make sure to read the "5 steps to start your medical transcription career" entry for relevant information.

Best Individual Court Reporting Blogs

These blogs are written by individuals just starting, continuing with, or have finished a career in court reporting or a related field.

16. **[Kyung's Blog:](#)** Kyung is a husband, father, and court reporter. Those interested in the typical life of a court reporter and musings will enjoy this blog. Be sure to read the "what I learned in my first year" entry.

17. **[The Scheer Family:](#)** Derek and Jackie are a married couple living in Washington D.C. Jackie graduated in April 2006 with an Associate of Science degree and is currently taking classes to become a certified court reporter. Get updates on her progress, along with a video on court reporting.
18. **[Sassy Mama Says:](#)** Lola has been a steno, court reporter, court stenographer, and verbatim technologist. She mostly blogs about daily life and what interests her. Of worthy note is the entry entitled, "The Secret Diary of a Court Reporter."
19. **[All American Realtime Captioning Services:](#)** Monette Benoit formed The ARTS in 1993 in San Antonio, Texas. She used to work as a court reporter and has spoken at prominent events and conferences. The blog is her thoughts on success in business and a behind the scenes look at court reporting.
20. **[The Official Court Reporting Blog:](#)** Adam runs this site as a resource for court reporters and those looking to hire. You can get information on schools, pay rates, and even state specific topics. There is also the option to contact Adam with your questions.
21. **[New York Court Reporters Blog:](#)** Although Toby only posted in 2007, you can still get information on court reporting. There is information on schools, training, video depositions, and more.
22. **[Court Reporting:](#)** This is a forum by city-data that was started by hopeful and existing court reporters. Learn how much they made and where they live, along with what you can expect to learn as a court reporter.
23. **[Some Skinny on Court Reporting:](#)** Valerie 100 used to be a court reporter and discusses the profession in this entry. Get a realistic look at the

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ups and down of this career by reading the post and responses.

24. **[South Carolina Trial Law Blog](#)**: David is a trial lawyer in Myrtle Beach, SC. Court reporters who want to know how a true courtroom works should give this blog a read. It is also useful for getting inside the head of a lawyer.
25. **[Scopist](#)**: This short blog tells about the court reporter's best friend: the scopist. You can learn who a scopist is and what they do in this blog. There is also a link to the main website where you can learn even more.
26. **[Videography Blog](#)**: Bob Kiger is a professional videographer, among other things. Visit his site for a look inside this world, the latest news, articles, and more.
27. **[Medical Transcription Blog](#)**: Raj is a medical transcriber who writes for the MT Herald. Get the latest news on the industry, along with the ramblings of Raj himself. Be sure to check out the "everything you wanted to know about medical transcription" entry to see if this career is right for you.
28. **[Medical Transcription at Home](#)**: Michele Miller has been in the field of medical transcription since 1994 and currently is a home transcriptionist in Fort Pierce, Florida. Learn how to make \$25 to \$35 an hour with her help. She even offers free email and phone consultations.

Other Useful Resources

Court reporters looking to learn more about the field can find a great deal of help in the below.

29. **[10 Six Figure Jobs Without a Professional Degree](#)**: Yahoo wrote an article about the highest paying jobs that don't require an expensive education. At number seven was

court reporter. Those willing to work freelance jobs with paid overtime can look to break the six figure mark.

30. **[National Court Reporters Association](#)**: The NCRA is committed to advancing the profession of those who capture the spoken word into an information base for the benefit of the public and private sectors. In addition to becoming a member, visitors can read the latest news and get a list of FAQs. You can also join the online forum.
31. **[Court Reporter](#)**: This site is dedicated to the life and career of the court reporter. Visit for information on schools, job prospects, and support. There is also a section that details life as a court reporter.
32. **[Machine Shorthand](#)**: This is a useful site for information on all forms of court reporting. You can get links for court reporters, captioners, transcriptions, scopists, and more.
33. **[Court Reporting Resource Guide](#)**: This free guide is available from the National Center for State Courts. You can get links to all sorts of useful information on court reporting. There are also links to other legal topics.
34. **[U.S. Bureau of Labor Statistics](#)**: This government organization has up to date information on court reporting. You can get information on the education requirements, typical salaries, how many jobs are available, the future of the profession, and more.
35. **[Best Legal Blogs](#)**: Dennis Kennedy awards the best legal blogs with a special award named the Blawggie. Court reporters interested in learning more about the law from the best lawyers will want to give this a read. Categories include best overall, specific legal interest, podcast, professor, and more.

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The Top 50 Court Reporter Blogs

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36. **Legal Talk Network:** This site is the premier online legal media network. A collection of podcast from across the legal span, you can get shows from lawyers, BAR experts, and more. With twelve different legal podcasts to choose from, court reporters can find an array of useful topics.
37. **Roberts' Rocky Road:** The podcast Lawyer 2 Lawyer's J. Craig Williams and Robert Ambrogi participate in a lively discussion of John Roberts nomination for Chief Justice of the U.S. Supreme Court. Court reporters will enjoy the interview with Lyle Denniston, who has been one of America's leading Supreme Court reporters for 45 years.
38. **Court Reporter:** The experts at eHow have a ton of tips on multiple careers, including court reporting. Get tips on the career, stenography, and even starting your own business.
39. **Top 10 Interview tips for Court Reporters:** The Court Reporter Job Guide is available for a price online. However, you can get their tips for job interviews for free. You can also get information for building a website and increasing your court reporter skills.
40. **National Verbatim Reporters Association:** Another useful source for court reporters who are also known as verbatim reporters. Visit here for membership benefits, useful links, and more. Don't forget to check out the eVoice publication for tons of information on court reporting.
41. **Brief Encounters: A Dictionary for Court Reporting:** The book contains a collection of machine shorthand abbreviations that should be excellent for realtime writing for court reporters. It has more than 20,000 words and over 6,500 phrases in the book, all listed in alphabetical order. There are even extras at the end of the book to maximize your court reporting even more.
42. **Law Technology News:** This publication has a ton of resources for legal professionals. You can search for jobs, read the latest articles, and more. You can even get links to legal white papers, free software, and podcasts.
43. **Scholarships for Court Reporting:** College Scholarships has a list of funds available for court reporting students. You can get useful information on the amount available, as well as the organization providing it. You can also get links to scholarships for other legal professions such as criminal justice, administration, and paralegals.
44. **Pengad, Inc.:** In business since 1936, this site has a ton of items available for legal and court reporters. View the massive inventory online or order a free catalog as a downloadable PDF. Be sure to check out the items on clearance for big savings.
45. **Helpful Court Reporting Resources:** Court reporters will find a ton of useful links on this site. Get help with everything from dictionaries to legislative, judicial, and more.
46. **StenoBank:** This is a new web-based storage solution for safe, reliable storage of your final transcripts, steno notes, and dictionaries. There is a one-time setup fee, then a low per-month subscription fee. Plus for a limited time, get an introductory offer of two months free.
47. **Tax Tips:** Any court reporter doing freelance work has to file taxes just like everyone else. The experts at Capital Reporting Company in Chicago offer some advice for court reporters in this article. Learn which items can be claimed as deductions, and even get links to other reporting resources.
48. **Blawg:** Are you a court reporter that needs to research a specific law topic? Then visit this site for a comprehensive list of blogs, podcasts, and

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news feeds. Check out the featured blogs or view the directory for hundreds of law blogs in dozens of areas.

49. **The American Association of Electronic Reporters and Transcribers:** The AAERT is a nonprofit corporation providing education and certification for professionals engaged in electronic reporting, transcribing, and supportive employment roles. Learn more about becoming a member, get useful links, and more. You can also get a useful guide on eReporting.

50. **After 58 Years...:** In this article by the "Las Vegas Review-Journal," Stella Butterfield is featured. She has been a court reporter since 1953 and still uses a pen, notebook, and dictation machine. Get quotes and tips from this legend in the field of court reporting.

Whether interested in the profession or looking to expand, these top 50 court reporting blogs, resources, and sites are sure to be of help.

<http://www.courtreporterschools.com>



Joshua Tree Courthouse Expansion Complete

Staff Report 09/14/2009 — Inland Valley Daily Bulletin

Joshua Tree Superior Court now has four full-time courtrooms to serve the public, court officials announced today. The new courtroom, known as Dept. M4, will be a dedicated Civil Department courtroom, but it will also be available to hear any trials when necessary. The Joshua Tree courthouse, located at 6527 White Feather Road, also will now hear juvenile minor offense cases.

The fourth courtroom has been under construction for approximately six months. Construction of a new Jury Assembly Room, complete with a jury deliberation room was also part of the renovation.

The Clerk of the Court's Office was reorganized to have room for two additional workstations and a file room for added file storage. Other additions to the Joshua Tree courthouse include an interpreter's office and court reporter's office.

The location has public parking in front and is accessible to persons with disabilities. Last year, the parking lot was expanded in anticipation of the opening of the new courtroom.

The Joshua Tree District hears cases such as civil, small claims, traffic, criminal, family law and adoptions cases. Night Court is also available at 5 p.m. in all four courtrooms on the first Monday of each month.



Wireless Realtime — Is it For You?

By Sandy Bunch VanderPol, RMR, CRR, CSR #3032

Wireless realtime makes your life simple and provides added benefit to your client. Yes, it's definitely for you and your clients!

We all have experienced over the last two decades promoting realtime delivery through the serial communication method, our COM port (9-pin connection). We've packed and carried to our workplace our send cables, our receive cables, our BlackBox Digital Sharing Device, Multi-Line Block, our green, gold, gray, ivory and purple adapters for many years, only to find within the last decade we've had to adjust to the computers that are manufactured without that serial COM port, forcing us to find the solution of the USB-to-Serial adapter. This change in hardware production forced us to learn to load the USB-to-Serial driver not only on our computers but our clients' computers. We all know and understand how this type of troubleshooting can wreak havoc on many reporters' nerves, even to the level of many of us throwing up our hands and shouting, "No more! I quit with the realtime!"

What if I told you that it's not necessary to troubleshoot the device manager, COM port assignments, loading drivers and realtime software, confirming that the COM port settings are assigned appropriately to accept the realtime feed? I'm hoping you might want to get connected again with realtime, the wireless way.

From a general perspective, at this point in time, realtime reporters have the option to provide realtime wirelessly via two very distinct methods, WiFi or Bluetooth. Each of these methods is an efficient, solid and reliable alternative to cable realtime. Let's discuss generally how these two options have their advantages to you and your client.

Bluetooth and WiFi realtime are two very distinct methods of providing realtime wirelessly. The definition of WiFi realtime, simply defined, is the ability to send our realtime feed through a Local Area Network (LAN) or Access point (AP) and for the end users to connect to this LAN/AP through their wireless option on their computer or via their NIC –

network interface card. Stenograph's CaseViewNet has a turnkey product for the Stenograph user, supplying the router (with four Ethernet connections), secure software and training. Advantage Software, via their Bridge realtime software, and through the environment of Folder Share, also allows for WiFi realtime for most CAT products.

The court reporter's definition of Bluetooth realtime is the ability to provide a realtime feed through "paired" devices (point A to point B). Think of your cellular phone and your Bluetooth earphones. That's an example of how Bluetooth realtime works through StenoCast products, device to device. Of note, however, is StenoCast is a serial product and must be assigned the appropriate COM port to receive the realtime. No cables are necessary. As the reporter, you use a "transmitter" via a USB port to send the realtime and your client uses a "receiver," which is paired with the transmitter. Both transmitter and receiver use the serial communication, and you must assign both the transmitter and receiver to the appropriate COM port in your CAT and your client's realtime software.

What are the advantages of providing realtime via WiFi to your clients?

WiFi Option (CaseView Net and Bridge/folder share):

- Instant refresh to your end user
- Late connections to your realtime allow your clients to get the entire transcript
- Less troubleshooting (No COM ports to assign through Device Manager; no drivers to load; no bad cables or Multi-Line Blocks.)
- Auto Reconnects to realtime (no need to shut down your realtime file to troubleshoot.)
- All users connected to the router may have Internet access if an established connection is plugged into the router.

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Wireless Realtime — Is it For You?

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- CaseViewNet is compatible with Cradlepoint router — a router that is compatible with your Air Card and allows up to 17 hookups and gives access to the Internet via your Air Card while at the same time accepting your realtime feed.
- Run CaseViewNet and/or Bridge from a thumbdrive — no need to load the software on client's computer.
- Not necessary for the reporter to “touch” the client's computer — easy to set up; your clients can do it themselves.
- Allows for simultaneous realtime output via WiFi and via cables or StenoCast Bluetooth, if necessary.

What are the advantages of providing realtime via StenoCast Bluetooth to your clients?

StenoCast Bluetooth Option:

So as not to confuse StenoCast Bluetooth realtime with a WiFi realtime setup, let me explain that StenoCast's Bluetooth realtime feed is accomplished through a serial feed, thus you are required, as I

addressed above, to identify the COM port assigned to both your CAT computer and the client's computer for the receiver. Additionally, loading a driver on your client's computer for the StenoCast receiver to successfully receive your realtime feed is necessary. Loading the driver can be accomplished via a thumbdrive, CD or via StenoCast's Web site. Loading this driver is very simple and fast.

StenoCast has recently developed the RED (Refresh-enabled device) transmitter. This RED device allows instant refresh for most CAT programs.

- Instant refresh to your clients (with the RED transmitter and with most, but not all, CAT software — Case CATalyst not compatible for refresh with RED.)
- No cables and Multi-Line Block device equates to less troubleshooting.
- Run Bridge realtime software from a thumbdrive with StenoCast Bluetooth.

This information I have provided above is not intended to be all-inclusive but is intended to give basic information. I encourage readers to find out more about these products, including pricing, by contacting the vendors.



Cal-e-licious

By Gerie Bunch,
SOS Committee Chair

SEVEN LAYER BROWNIES

Ingredients:

- | | |
|------------------------|------------------------------------|
| 1 lg. pkg. brownie mix | 1 c. English toffee bits |
| 1/2 c. melted butter | 1 c. chopped nuts
(your choice) |
| 2 eggs | 1 can sweetened
condensed milk |
| 1 c. shredded coconut | |
| 1 c. chocolate chips | |



Preheat oven 350. Combine the first three ingredients and place in a well-buttered 9 x 13 baking dish. Bake for 10 minutes. Remove from oven and layer the next four ingredients. Then drizzle the condensed milk over the top. Then bake and additional 40 to 45 minutes. Let cool a while then cut into squares.

These brownies are very decadent. Enjoy chocolate lovers!

What is NCSA?



By Marlana Haig

Many reporters throughout the country, even those that are members of NCRA, do not know what NCSA is, does, or stands for. It is an important committee functioning within NCRA and this article will provide you with valuable information about this powerful group of state leaders.

NCSA stands for the National Committee of State Associations. Each year, each state association sends a maximum of two delegates to the location of the national convention. Usually the NCSA annual meeting takes place the day before the convention begins.

The purpose of NCSA is for state association leaders throughout the country to band together and make potential changes. In the spring of each year, the NCSA Governing Committee sends out resolution forms to each state association to propose any resolutions for that year. After the resolution is reviewed by the NCSA Governing board, it is put before the members of NCSA for a vote at the NCSA annual meeting.

Plainly, this provides all state associations and members of those state associations to gather collectively and propose changes to NCRA. Without NCSA, if Indiana wanted to pass a resolution, they would have to go directly to the NCRA Board of Directors. While this certainly is possible, NCSA provides states with the numbers to make the NCRA Board of Directors sit up and take notice. When a resolution is proposed by an individual state, it is presented at the NCSA annual meeting, discussion is held and open to any NCSA delegate present at the meeting, and then is voted on by the delegates. If said resolution passes, it is presented to the NCRA Board of Directors. This is saying to them that "We all want this change." We all know there is power in numbers.

Some resolutions are small but important. Other changes are much broader and bigger. To give you some examples of proposed changes, I will mention some of the proposed resolutions from the NCSA annual meeting in July of this year in Anaheim, California. There was a resolution presented by the Illinois Court Reporters Association that NCRA provide on their Web site downloadable documentation explaining the profession of court reporting for use by its members in their participation at career day events. This was a simple

resolution but an important one. The vote of the NCSA delegates was unanimous on this subject. They all voted to adopt the resolution. This means that the NCSA Governing Committee will now propose the change to the NCRA Board of Directors with the full force of all the NCSA delegates behind it. The NCRA Board of Directors does not necessarily have to grant all the adopted proposals, but I presume in the next year we will be seeing downloadable documentation for our profession on the NCRA website.

Here is an example of another resolution from the year's annual meeting: The California Court Reporters Association proposed the waiving of the RPR as a prerequisite for the CRR and adding a written knowledge test to the CRR in states where there is a mandatory reporter examination and licensure. There was much debate on this issue. Both pro and con opinions were heard. Valid points were made. When it was put to a vote, the NCSA delegates voted for non-adoption of this resolution. However, any state can attempt to reword, change, add to or amend this resolution and present it again in the future.

Just because you may not be a state leader does not mean this does not affect you or that you cannot have an impact in this area. Each spring, the board members of ISRA are presented with the same resolution forms as all other states. It has been several years since there has been a resolution from the State of Indiana, however, we can propose a resolution any year. If you think there is something you would like to see changed and it is within NCRA's powers to change, I invite you to contact one of the ISRA board members and let them know your thoughts. The board can then draft those thoughts into a resolution to present before the NCSA delegates at next year's annual meeting. Committees like this are powerful when people participate. Although you would not necessarily be attending the meeting, you have power to propose a change to your IRSA board. That is what we are here for.

I hope this article has informed you well of what NCSA is and how it is important to you. I am currently serving on the NSCA Governing Committee and would be more than happy to answer any questions you may have now or in the future.



The Profession of Freelance Reporting

*By Sandy Bunch VanderPol, RMR, CRR (Member of the Freelance Community of Interest)
Reprinted from NCRA Journal*

Freelance reporting has markedly changed over the past several years — evolving into a profession that affords the reporter to work for more than one firm and the firm owner to choose a freelance reporter from a large number of reporters, a freelance reporter who best will serve them and their clients. We all understand the business of reporting and the business of freelance reporting, but it's the “new environment,” the networking environment, that has become an integral part of both the firm and the freelance reporter's business model.

Over the past several years, in most states we have seen a trend toward firm owners networking with either firms or freelance reporters to cover their clients' depositions, not only throughout the state but throughout the country. This trend has opened a door of opportunity for the service-oriented and highly-skilled freelance reporter to promote her or himself to not only the local reporting firms in their area, but also to the national and statewide reporting firms.

As a firm owner for over 18 years and now having been in the business of freelance reporting for the past 11 years, and six years of reporting exclusively for one firm in the early stage of my career, I've come to appreciate the unique challenges that both the firm owner and the freelance reporter deal with on a daily basis. It is those challenges that provide many of us that inner feeling of accomplishment when we do our job professionally — it's why many of us are still in this business and why we truly do love what we do, whether what we do is freelance reporting or running a firm.

Speaking strictly as a freelance reporter and strictly to the freelance reporter, in order to create a competitive edge and succeed in this “networking” environment, we must “Be the Best We Can Be.” How can you be the best? How can you rise to the level to compete for the challenging and lucrative jobs? How can you promote yourself as a qualified and highly-skilled freelance reporter? How can you make the firm's job easier? How can you adequately represent the firm that hires you to report for their client? As a freelance reporter, a highly-skilled freelance reporter, you are an asset to any firm owner. Be the highly-skilled freelance reporter that any firm would be proud to associate with — “Be the Best You Can Be” by offering the firm what they rely upon and expect from you.

Education

- Join your local, state and national associations.
- Stay current on the events that affect the profession.
- Read and even study the professional publications that are offered.
- Be knowledgeable on the statutes that relate to depositions in the jurisdiction you are reporting and know how to apply them.
- Stay current on NCRA's Code of Professional Ethics and knowledgeable in their application in your daily work.
- Know and apply the new punctuation and grammar rules.

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The Profession of Freelance Reporting

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Certifications

- Strive for the highest level of certification that NCRA has to offer the freelance reporter.
- Be proud of your certifications and always look to achieve the highest certification.
- Many firm owners look to the NCRA Sourcebook for those freelance reporters who have the RMR, CRR, RDR to cover their work.

Technology

- Be prepared to provide the latest technological services.
- Many firm owners require the services of a realtime reporter, a reporter who can guarantee that their client will successfully be hooked up to realtime.
- Be prepared to provide a usable rough draft within the expected timeline.
- Know how to stream the testimony over the Internet, whether it's using one or more of the available vendors on the market.
- Understand what post-deposition technology firms are providing to their clients, i.e., secure transcript repositories, video syncing, online deposition scheduling, exhibit scanning, condensed transcripts, the paperless option, digital signatures, and much more.

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www.cal-ccra.org

Shop at the
CCRA Store!



Mini Mouse = \$25



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Keychain = \$25



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Mouse Pad = \$15



Wall Clock = \$20



Freelance & Official
Compendiums = \$25



Sunshade = \$15

The Profession of Freelance Reporting

(continued from Page 14)

Stay connected...be accessible to the firm

- Be available to the firm by providing them accessibility to you, either via e-mail or by cell phone.
- Optimum connection is accessibility even during a deposition by having access to e-mail either through a BlackBerry or an Air Card.
- Stay connected when you send in expedites — there may be questions or production issues that need to be addressed.
- Respond to any call and/or e-mail sent by the firm in a timely fashion.

Be prepared

- Have a resume and/or a bio ready to send to a firm upon request.
- Have available generic business cards, allowing you to insert the firm's name and phone number.
- Have a signature block for that firm you are working for to input into any e-mail sent while doing their work.
- Know the rates that you can charge the firm for covering the deposition.
- Have a page layout for each firm you work for, especially if sending roughs directly to counsel.
- If the firm requires you submit a job sheet with your transcript, know that and request a copy of their job sheet.
- Be prepared to invoice and collect for your services.

At the Deposition be Professional...Use professional etiquette

- Introduce yourself to counsel and state the firm you are working for.
- Pass out your card to counsel.
- Shake counsel's hand while introducing yourself.
- Project a professional image by dressing appropriately. A well-groomed and poised reporter demonstrates confidence.
- Be prompt. Arrive on time, at least 15 minutes early to the job.
- Be engaged. Don't have your head in your computer at all times editing or answering e-mails.
- Be cordial. Thank counsel at the conclusion of the deposition.

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The Profession of Freelance Reporting

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Best Business Practice

- When in doubt about how to handle difficult situations, call the firm you are working with. Discuss the options available to you with the firm.
- Be knowledgeable about NCRA's Code of Professional Ethics and use them as a guideline for best business practices.
- When working for a firm, you are working for their client. Remember that it's their client and not yours.
- Should any counsel at the deposition you cover for a firm call you directly to cover work, it is best business practice to have that counsel call the firm directly or you pass the work on to that firm. Remember, you are a freelance reporter building your reputation and building the business of the firm you are reporting for.
- Don't steal any clients!

Transcripts - Be Accurate

- Maintain your machine speed in order to ensure accuracy on your transcripts.
- Proofread your "insert" (cut and paste) pages carefully, as that's where most of our errors are found in the production room.
- Provide the firm with the correct information for production purposes — know how many copies and who has ordered them.
- Certify your transcripts by signing them yourself, whether by the process of ink, electronic and/or digital signature. You are the certifying authority.
- Statutory or regulatory transcript format standards? Make sure you know what they are and apply them. It's your license at stake.

Transcripts — Be Timely

- Know the deadline for transcript completion before you take the job and always meet that deadline.
- Give the firm a heads-up if you for some reason cannot meet the deadline.

Working as a freelance reporter over the past 11 years, I've come to appreciate the extras that come my way from the firm, making my job much easier. I call that "My Firm Wish List." If I could have the perfect firm to work for, this is what they would provide me:

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The Profession of Freelance Reporting

(continued from Page 16)

MY FIRM WISH LIST

- Mutual respect and trust.
- Don't distrust me – I won't steal your client.
- Our time is valuable - provide a page layout in my CAT system software which allows prompt transcript production.
- Prior to the deposition, e-mail a notice of deposition and the proof of service.
- Facilitate accurate realtime translation by e-mailing an ASCII file or "E-Transcript" file of a prior deposition, if available.
- Be up front about what rates you will be paying and/or be willing to discuss or negotiate those rates.
- To facilitate an accurate work sheet and production, please provide any of counsel's standing orders for copies prior to reporting the deposition.
- Allow the direct e-mailing of the rough draft to counsel, especially if they want it NOW and it's after business hours
- Confirm receipt of my e-mailed transcript for production.
- Print my certificate page only from the digitally-signed PDF file that I e-mail you. Better yet, provide the option to send in my transcript through a vendor's software that allows for digital and electronic signatures.
- Provide prompt payment for my services.
- Allow the use of your UPS or Fed Ex account for sending in exhibits.
- Payment for back orders on transcripts.

In today's world of freelance reporting, an increasing number of firms are looking for the specialized, skilled reporter to provide the value-added service that their clients expect. Consider the benefits to not only you but the entire profession when you aspire to excel. Recognize your own unique skills and build upon them. ALWAYS maintain your integrity and reputation.



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The Word *Sic*

By Margie Wakeman Wells
College of Court Reporting

THE WORD *SIC*, PART 1

Brackets: Brackets are used to show an insertion of words into a document that are not part of the original material.

“We met with [Jane] Barnes on Friday and Ron Barnes on Saturday.”

“...to certify that it [Hanson Tool] defaulted on the loan with...”

“It was switched at the end of the decade [1990s] to digital.”

When you are reading a newspaper or a magazine, you might see something inside of brackets (often when there is a quote). This means that the author of the article has inserted that word or those words and that what is in the brackets is not part of the original material. This is usually done in an effort to clarify something that is being stated.

Sic: The word *sic* is Latin for “as in the original” and is used by the editor of a document to indicate an error in the original.

Reagan was elected in 1990 [sic].

He is one of the few high schoolers to run a sub-three-minute [sic] mile.

Santa Barbara is about a hundred miles south [sic] of Los Angeles.

RULE 1: Use the word *sic* in brackets after an element where the word or words are blatantly and/or factually incorrect.

We sent it on Friday, June 31 [sic].

We traveled that weekend to the capital of Kentucky, Louisville [sic].

The first moon landing in 1979 [sic] supported our program.

Most often the word *sic* is used inside of quoted material to denote an error in the original. Since you, the reporter, are the editor of the transcript, you are using *sic* to show that the error is not yours.

“As I arrived at the seen [sic], there was total chaos.”

“The insurance company liability [sic] is obvious.”

“The patient was given Lipator [sic] for cholesterol issues.”

In addition to using *sic* to show an error in quoted material, it is also used to point out an obvious error in the transcript. Inserting the word *sic* for an error is self-protection for you. It indicates your recognition of the error.

A transcript littered with the word *sic*, however, does not read well. Pick and choose the occasions that you are going to use it. It should be used sparingly and not be overused or used when there is another remedy available.

THE WORD *SIC*, PART 2

RULE 2: Do not use the word *sic* for a slight mispronunciation or for words that are made up.

It caused a nuclear disaster. (though he said *nucular*)

It caused both of us to shudder. (though he said *bof*)

There was a slight “crink” in my leg muscle.

When there is a simple mispronunciation, it is best to simply transcribe the correct word. Give the speaker the benefit of the doubt. When a word is made up, it is best to use a pair of quotes to signal the “unusual” word.

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The Word *Sic*

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RULE 3: Do not use the word *sic* when the error is immediately corrected.

- A. It is spelled V-a-l-l-i-u-m.
MR. NELSON: No. It is V-a-l-i-u-m.
THE WITNESS: Thank you.
- Q. How long did you live in Illinois?
Danville, was it?
- A. It was Danville, Indiana, not Illinois.

When the error is immediately corrected, there is no need to do anything as the correction is obvious. If the correction comes on later pages, *sic* is appropriately used to show the error.

Some reporters are using the word *verbatim* in brackets to show an error on the part of the speaker. This is perhaps less harsh than *sic* — a reporter in a seminar referred to it as a “kinder, gentler *sic*” — and can be used to note a speaker error rather than a

factual error. We might also use it for an obvious grammar error for someone whose grammar is otherwise quite good or for a mispronounced word or a wrong word — neither of which you are going to change — when it would otherwise look like a reporter error.

I cannot say that I like them [verbatim] boys.
(when the person’s grammar is otherwise quite good)

We spoke with Mr. Woodlawn [verbatim] on several occasions.
(when the name is actually *Woodland*)

They fired him on the 17th [verbatim] of April.
(when *19th* is said every other time)

Certainly, the use of *verbatim* in brackets is a judgment call by the reporter, and we might not all agree on when and where to use it.



Rejuvenate & Educate

California Court Reporters Association announces its 99th Annual Convention to be held October 9-12, 2009 at the Miramonte Resort & Spa in Indian Wells, California. Located in the heart of the Palm Springs Valley, the resort boasts luxurious hotel accommodations in a unique, Mediterranean village inspired setting. Be swept away by romantic architecture, Italian fountains, fine-crafted stonework, tranquil piazzas, exceptional luxury spa facilities, and impeccable service.

The theme for this year's convention is "Rejuvenate & EDUCATE...It's All About You!" The Miramonte, AAA rated Four Diamond property that was voted one of the "Top 10 Resort Spas in North America & Caribbean," by *Conde Nast Traveler* is the perfect venue for you to relax, learn and network with your friends and peers.

Pamper yourself while learning the latest in technology as it relates to the Court Reporting profession. Earn up to 1.65 CEUs and see the industry's premier vendors in the exhibit hall. Enjoy the many networking sessions. Rejuvenate & EDUCATE...It's all about you!

CCRA has worked hard to provide relevant and outstanding programming and will include the latest technology and software.

The 2009 convention will feature a Tech Track and a Student Track during each breakout session.

Our keynote address will be given by Dr. Lillian Glass. Dr. Glass is one of the world's most well-respected and foremost authorities in the field of Communication. As a renowned Body Language expert, she has demonstrated her skills throughout the media and legal fields. Dr. Glass has provided commentary on current issues. She regularly appears on CNN's "Headline News," the "Nancy Grace Show," "Showbiz Tonight," and on MSNBC. She also appears regularly on the "Today Show," where her segments represent all aspects of communication.

This year's event will offer two full days of exhibits. New for this year will be the "Exhibitor Last Call." This will be your last chance to meet with vendors during a hosted cocktail reception in the exhibit hall.

The convention program was designed with several open time slots for you to take advantage of the rejuvenating amenities available to you at The Well, the spa at the Miramonte. CCRA has arranged for a special "Reporter" spa treatment (one hour or two 30-minute sessions) for only \$99!

Several social events are planned. Join us for our welcome reception Friday evening, 7-9 p.m. located on the hotel's Piazza Terrace overlooking this stunning resort. Enjoy an evening under the beautiful desert sky at Saturday's BBQ extravaganza by the pool with great food and a rockin' band.

Come early and play in the CCRA Golf Tournament on Friday. We are playing at the Indian Wells Golf Resort. This is the same course where the LG Skins Game is played. It will be a scramble format so people of all skill levels can play. The cost is \$99 per person (includes: green fees, cart, and practice balls).

The CCRA room rate for this magnificent resort is only \$139 per night, single or double. On a budget? Share a room with a friend. Conference registration fees will be held to the same low price for the third year in a row. Full conference registration includes: three receptions, two breakfasts, two lunches, and one dinner. **The 2009 CCRA Convention is a great value!**

It's All About You!



1.65 CEUs
Available

Schedule At A Glance

Friday, October 9, 2009

12:00 pm - 5:00 pm Golf Tournament
 3:00 pm - 8:00 pm Registration
 5:30 pm - 6:30 pm Student Networking Session:
 A time and place for students to
 get together, exchange helpful tips,
 meet the Board, socialize.

7:00 pm - 9:00 pm Welcome Reception

Saturday, October 10, 2009

7:30 am - 12:00 pm Registration
 7:30 am - 8:30 am Breakfast with Exhibitors
 8:30 am - 10:30 am

Tech Track

CONCURRENT
1. Student Track –
Written Knowledge Testing
CAT I – Basic & Intermediate
 2. Case Catalyst
 3. Eclipse
 4. Procat
 5. StenoCAT 32
 6. Stenovations

10:30 am - 11:00 am Exhibit Break

11:00 am - 12:30 pm

Tech Track

CONCURRENT
1. Student Track – English Review
CAT II – Advanced
 2. Case Catalyst Advanced II
 3. Eclipse Advanced II
 4. Procat Advanced II
 5. StenoCat 32 II
 6. Stenovations II

12:30 pm - 2:00 pm Lunch with Exhibitors/Rejuvenate
 2:00 pm - 3:30 pm

Tech Track

CONCURRENT
1. Student Track –
“Get to Know Your Software”
 A. Case Catalyst
 B. Eclipse
 C. Procat
 D. StenoCat 32
 E. Stenovations
 2. Webstreaming and Wireless Realtime
 3. Sentences: How Do I Know the
 Difference? What Do I Do with Them?
 4. Help, I’m buying a laptop!

3:30 pm - 4:15 pm Exhibits and Rejuvenate
 4:15 pm - 5:45 pm

GENERAL SESSION
Keynote – How To Correctly Read
Everyone in the Courtroom

5:45 pm - 7:00 pm Rejuvenate
 7:00 pm - 9:30 pm Cocktails & BBQ by Pool
 9:30 pm - 10:30 pm President’s Reception
 (Meet your new President, Carolyn Dasher)

Sunday, October 11, 2009

7:00 am - 10:00 am Registration
 8:00 am - 10:00 am Continental Breakfast with Exhibitors
 Vendor Presentations in Exhibit Hall
 Software Troubleshooting in Exhibit Hall
 Rejuvenate

10:00 am - 11:30 am

Tech Track

CONCURRENT
1. Student Track – MOCK CSR Machine
 2. Livenote – Hands-on Training
 3. How To Get Out Of (Or Avoid)
 Trouble With The IRS
 4. Voice Writing – Is it Really for Us?
 5. Clues to Legalese and Medicaese

11:30 am - 1:00 pm

Tech Track

CONCURRENT
1. Student Track – Freelance Class
“The Depo World – In the Know”
 2. Digital Signatures I
 3. Gadgets
 4. The Captioning and Remote
 CART Revolution
 5. Theory of Mind

1:00 pm - 2:30 pm LUNCHEON AND ANNUAL MEETING
 2:30 pm - 3:00 pm Exhibit Break
 3:00 pm - 4:30 pm

Tech Track

CONCURRENT
1. Student Track – Officials
“The Courtroom – The Core of the
Judicial System”
 2. Video to Text Syncing
 3. Reporting In Style
 4. How to Speak to Your Legislator
 5. How to Manage Your
 Freelance Business

4:30 pm - 6:00 pm

Student Track – MOCK CSR
 Written Knowledge Test Review

4:30 pm - 6:00 pm
 6:00 pm - 7:00 pm

GENERAL SESSION – CRB Board – Panel
 Exhibitor Last Call – Hosted Cocktails
 and last chance to purchase from
 exhibitors

Monday, October 12, 2009

7:00 am - 8:30 am Breakfast on Your Own
 8:30 am - 10:00 am

Tech Track

CONCURRENT
1. Student Track – BAM
“The ABCs of the CRB”
 2. Digital Signatures II –
 Finalize the Process
 3. Nutrition – A Healthier You
 4. Realtime 102

10:00 am - 11:30 pm

GENERAL SESSION
 Town Hall Meeting – Talk It Out

11:30 pm - 12:30 pm

GENERAL SESSION
 Rejuvenate and Resonate!



California Court Reporters Association
2009 CONVENTION

Rejuvenate & EDUCATE

It's all about you!

Education Schedule

Friday, October 9, 2009

12:00 pm - 5:00 pm	Golf Tournament	
3:00 pm - 8:00 pm	REGISTRATION	
5:30 pm - 6:30 pm	Student Networking Session	A time and place for students to get together, exchange helpful tips, meet the Board, socialize.
7:00 pm - 9:00 pm	Welcome Reception	

Saturday, October 10, 2009

7:30 am - 12:00 pm	REGISTRATION	
7:30 am - 8:30 am	Breakfast with Exhibitors	
8:30 am - 10:30 am .2 CEUs	CONCURRENT 1. Student Track – Written Knowledge Testing <i>Gerie Bunch</i>	A written Mock test will be administered/proctored by Gerie which will cover the subjects of English, legal, medical, and general knowledge.
Tech Track	CAT I – Basic & Intermediate	
	2. Case Catalyst **laptop recommended** <i>Sandi Starbuck</i>	This is a hands-on workshop that will help scopists and reporters become proficient with keyboard maps, globaling shortcuts, finish 'em, user definitions in spell check, hotspots, print to PDF, font colors in defines, managing external hard drives for backing up, and other new features in Version 10. You will receive a booklet with detailed instructions, but it would be beneficial to bring your notebook and USB.
	3. Eclipse **laptop recommended** <i>Steve Kosmata</i>	Isn't life challenging enough without fighting your software on a daily basis? Bring your laptop, an open mind, as well as your solutions to situations you've encountered, and share them with your fellow Eclipse users. Learn how to make Eclipse's magic work for you and reduce your stress level.
	4. Procat **laptop recommended** <i>Bob Bakva</i>	ProCat is a leading software in the reporting profession — whether CAT, CART or Captioning. Come learn the new functions of the Procat software in this fun and informative session! Learn about: Case Management, Steno, Transcript, Dictionary, Wave Files, Preferences on Main Menu, Accessing Files by Type, Setup Tools/Preferences for Editing, Standard Toolbar, Quick Keys, Redaction, and Digital Signaturing.
	5. StenoCAT 32 **laptop recommended** <i>Rick Louie</i>	This seminar will cover topics that are necessary to getting up and running with StenoCAT 32, including initial setup, opening/starting files, and basic editing. Using the Editor and Smartkeys will also be emphasized as they are important for gaining familiarization with and maximizing usage of the software. The Intermediate part of this session will cover editing commands, including Smartkeys, and keyboard shortcuts for globaling. We will also discuss dictionary priorities and special entries to make your dictionary more effective.
	6. Stenovations **laptop recommended** <i>Carmen Santone</i>	A Quick Keys Exploration: Why Time is Money In this beginner/intermediate session, we will focus on editing your transcripts with the use of digitalCAT's Quick Keys commands. Whether you are new to digitalCAT or a long-time user, you will discover the value of incorporating these features into your transcript production. Additionally, we will take a look at digitalCAT's new dictionary Auto Complete and Speaker functions.
10:30 am - 11:00 am	Exhibit Break	
11:00 am - 12:30 pm .15 CEUs	CONCURRENT 1. Student Track – English Review <i>Margie Wakeman-Wells</i>	Be a smart test taker! Know Your Stuff! Pick up tips on how to do a good job of test-taking on the academic as well as the machine portion on the State exam. Also, we will review the rules and principles covered on the mock English test.
Tech Track	CAT II – Advanced	
	2. Case Catalyst Advanced II **laptop recommended** <i>Sandi Starbuck</i>	This is an advanced hands-on workshop that will help scopists and reporters become proficient with keyboard maps, globaling shortcuts, finish 'em, user definitions in spell check, hotspots, print to PDF, font colors in defines, managing external hard drives for backing up, and other new features in Version 10. You will receive a booklet with detailed instructions, but it would be beneficial to bring your notebook and USB.

3. Eclipse Advanced II
****laptop recommended****
Steve Kosmata

This is an advanced session on Eclipse.

4. Procat Advanced II
****laptop recommended****
Bob Bakva

Whether you are a CART provider or Captioner or realtime provider, using our artificial intelligence will make life simpler for you. You will learn what to set and how they will assist you during realtime. You will also learn how to access your audio monitor, the auto brief reminder, and SuperTokens and be able to change any speaker at any time during realtime. You will learn how to send indexing information directly to the indexer during editing. You will be able to use our easy data bases or add and create your own data base listings for type of examinations, witness for, and action taken for both the Witness Index and also the Index to Exhibits pages.

5. StenoCAT 32 II
****laptop recommended****
Rick Louie

The advanced portion will include realtime and browsing. Discussion will cover some of the newer features involving realtime commands from the steno machine, browsing, and wireless options, as well as on-the-job troubleshooting.

6. Stenovations II
****laptop recommended****
Carmen Santone

Discover the full functionality of the powerful Bookmark command. Invisibly flag a section of a transcript to be reviewed at your convenience with one simple push of a button. Learning the difference between single-stroke and non-single-stroke entries and how they function. Discover this powerful editing tool which is conflict free from any entries you have in your main or job dictionaries. While realtime commands can be written in Command Mode, discover this exciting new way to create your commands. By entering your realtime commands in a dictionary, you can learn the value of stringing multiple commands together to create and utilize realtime macros.

12:30 pm - 2:00 pm Lunch with Exhibitors/Rejuvenate

2:00 pm - 3:30 pm
.15 CEUs

CONCURRENT
1. Student Track –
“Get to Know Your Software”
 CAT Vendors – *Sandi Starbuck, Steve Kosmata, Bob Bakva, Rick Louie and Carmen Santone*

This will be an opportunity for students to get training on their individual software programs: CaseCATalyst, Eclipse, ProCAT, StenoCAT 32 and Stenovations.

A. Case Catalyst
****laptop recommended****
Sandi Starbuck

This workshop will be a hands-on workshop to help scopists and students become more familiar with keyboard maps, globaling shortcuts, finish ‘em, user definitions in spell check, hotspots, print to PDF, font colors in defines, managing external hard drives for backing up and other new features in Version 10.

B. Eclipse
****laptop recommended****
Steve Kosmata

Are you ready for a quote at a moment’s notice? How about creating punctuation conflicts? How about macros? Bring your own ideas to share as well as your questions, and let’s enjoy another great time together.

C. Procat
****laptop recommended****
Bob Bakva

WinnerXP is our latest software, which is rich with advanced editing features. It includes Redaction, e-Script, Digital Signaturing, and much more. The Stylus writer is not just another writer.

D. StenoCAT 32
****laptop recommended****
Rick Louie

This session will cover using StenoCAT 32 to build a dictionary and for testing. Dictionary entries (i.e. globaling) will be explained. Writer hookup, USB adapters, and other equipment that students need will also be covered.

E. Stenovations
****laptop recommended****
Carmen Santone

MAKING TIME FOR REALTIME — Discover the full functionality of the powerful Bookmark command. Invisibly flag a section of a transcript to be reviewed at your convenience with one simple push of a button. Learning the difference between single-stroke and non-single-stroke entries and how they function. Discover this powerful editing tool which is conflict free from any entries you have in your main or job dictionaries.

Tech Track

2. Webstreaming and Wireless Realtime
Sandy Bunch VanderPol and William Greenley

Webstreaming realtime or wireless realtime is a service that all reporters can accomplish and should be prepared to offer their client, whether that client is your judge, the hard-of-hearing community, or the litigants in the deposition world. Attend this seminar, and you will learn about the various vendors who make Webstreaming and wireless realtime an easy process for reporters. Is Webstreaming and wireless realtime a marketable service? Is there a marketplace for it in your business of court reporting? How many vendors offer this service, and how much does it cost? Come join the seminar to learn about and participate in the service of Webstreaming and wireless realtime.

3. Sentences: How Do I Know the Difference? What Do I Do with Them?
Margie Wakeman-Wells

Sentences come in a variety of sizes and shapes. Each size and shape might require different treatment. In this session, we will look at how to find the sentence patterns and how to punctuate accordingly. Even the most expert among us will pick up some new and useful tips for turning out that perfect transcript.

4. Help, I’m buying a laptop!
Glenn Mervin

Have you ever stood in the computer store and tried to navigate your way through the maze of geek speak when purchasing a laptop? Vista or XP? What memory do I need? How many gigs of memory do I need? Dual Core or Single Core? CD or DVD? After this seminar, you will know exactly what to ask for and be able to buy a laptop that fits your needs.

3:30 pm - 4:15 pm Exhibits and Rejuvenate

4:15 pm - 5:45 pm
.15 CEUs

GENERAL SESSION
KEYNOTE – How to Correctly Read Everyone in the Courtroom
Dr. Lillian Glass

*It’s not just enough to hear what is being said.
 It’s not just enough to listen to the words.
 It’s not just enough to see faces.*

You must be aware of all the surrounding elements. In this day and age, your body language is very important. Dr. Glass is here to give you information that will literally change your life.

Exciting and dynamic, Dr. Glass will share compelling information. Her approach to this topic will change the way you see people forever.

Saturday, October 10, 2009 (continued)

5:45 pm - 7:00 pm	Rejuvenate	
7:00 pm - 9:30 pm	Cocktails & BBQ by Pool (w/live music)	
9:30 pm - 10:30 pm	President's Reception	Meet your new President, Carolyn Dasher.

Sunday, October 11, 2009

7:00 am - 10:00 am	REGISTRATION	
8:00 am - 10:00 am	Continental Breakfast with Exhibitors	Vendor Presentations in Exhibit Hall Exhibit Hall – Software Troubleshooting/Rejuvenate

10:00 am - 11:30 am .15 CEUs	CONCURRENT 1. Student Track — MOCK CSR: Machine <i>Ned Branch, Debby Steinman, Sheri Turner-Gray and Kary Parker</i>	The students will get to experience exactly what the CSR Machine test feels like. The very knowledgeable instructors know the complete protocol for lineup, entrance, setup and dictation of a mock exam. There will be two practice exams given.
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Tech Track	2. Livenote – Hands-On Training <i>Jason Primuth</i>	Practical tips and tricks to rejuvenate your realtime experience: dealing with client expectations, preparation for depositions, getting your dictionaries ready, upselling in the deposition. You will also learn some lesser-known LiveNote functions which will be valuable to your clients. Come renew your realtime services, and rejuvenate your knowledge of a very valuable offering.
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	3. How to Get Out of (Or Avoid) Trouble With the IRS <i>Phil Liberatore</i>	There is nothing worse than receiving an IRS letter in the mail. You know the letter that says "Come on down to see us or we'll be out to see you." The key to success with the IRS is to be armed with the right information. You have to know what the IRS can and cannot do and how they are likely to react in any given situation. By knowing how the IRS works, you may neutralize the tremendous advantage it has whenever it chooses to focus its resources on one person. This presentation is packed with important and interesting information you need to know.
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	4. Voice Writing – Is it Really For Us? <i>Peter Jepsen</i>	Is voice writing really for us? Maybe we should ask this instead: Who better than us? Attend this session for an understanding of how speech recognition engines work and how they interface with the CAT systems we use in our daily work as reporters and captioners. The experience, knowledge and skill you have as a stenotype reporter or captioner translates directly to the voice method of input. The objective is for you to leave the session open to the possibility that voice writing really is for us and there is no one better qualified than we are to use this technology.
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	5. Clues to Legalese and Medicaese <i>Nancy Patterson</i>	Attorneys may not speak clearly, and it will be the reporter's knowledge of legal and medical terminology that can save the day. Did he say "demur" or "demurrer"? Did the witness say "anuresis" or "enuresis"; "etiology" or "ideology"; "abduct" or "adduct"? Some helpful hints can help.
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11:30 am - 1:00 pm .15 CEUs	CONCURRENT 1. Student Track – Freelance Class "The Depo World – In the Know" <i>Sheri Turner-Gray</i>	What really goes on at a deposition? Learn everything you need to know to be a premier freelance reporter where you are in charge of making the record and how to confidently handle your responsibilities. Educate yourself about freelancing and working with agencies to maximize your work and your income. You can relax knowing that you will always be in demand as a preferred reporter.
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Tech Track	2. Digital Signatures I <i>Jason Primuth</i>	Educate yourself on digitally signed transcripts: what they are, why clients would want them, and why they would be great for your business. Learn more about the various products which can digitally sign your transcripts, how they work, the benefits of each product, and how their attributes will be beneficial to your clients. See these products in action along with the transcripts they sign. Learn practical ways to incorporate this into your business to increase your revenue and client base.
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	3. Gadgets <i>Eric Johnson</i>	Explore some of the most useful gadgets that we, as court reporters, can use on a daily basis, plus an open forum discussion on "gadgets" that others may be using that we have not discussed, and an open question-and-answer session.
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	4. The Captioning and Remote CART Revolution <i>Peter Jepsen</i>	Big changes are taking place in the Remote CART and Local Captioning industries. In this session you will learn firsthand how this revolution "along with other changes" is forever altering the realtime environment, our lives, our careers, and our income.
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	5. Theory of Mind <i>Sheryl Bard</i>	Whether you are creating test anxiety over the court reporting exam or you have other challenges that are sabotaging your success, only you have the power to re-create your thoughts. In this interactive workshop, Sheryl will teach you how your subconscious thoughts and behaviors are formed and how they can be changed with the power of hypnosis. You will leave with a clearer understanding of yourself and others and powerful tools for instant change in all areas of your life.
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1:00 pm - 2:30 pm LUNCHEON AND ANNUAL MEETING

2:30 pm - 3:00 pm Exhibit Break

3:00 pm - 4:30 pm .15 CEUs	CONCURRENT 1. Student Track – Officials "The Courtroom – The Core of the Judicial System" <i>Debby Steinman</i>	Educate yourself on all the ins and outs of working in a courtroom that you may not have learned in school. All aspects of court proceedings and reporter responsibilities will be covered so that you can be confident and assured in your role as an official or pro tem reporter.
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Tech Track	2. Video to Text Syncing <i>Jason Primuth and Bill Greenley</i>	Rejuvenate your bottom line with synchronized video depositions. Come learn the basics of the service, such as its benefits to your clients, how you can create this from your transcripts and videos, and how you can market this to your customers. Relax — This is a nontechnical session designed to provide a thorough understanding of synchronized video depositions, and practical steps to take advantage of this in your business.
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3. Reporting in Style
Karen Crisci

This session is comprised of three segments: 1. How to make a classic fashion statement in the courtroom and depositions; 2. Style faux pas and successes for your body image; 3. How to pack for a five-day deposition and in your carry-on luggage. Learn how to breeze through security, avoid lost luggage, and save hours of stress.

4. How to Speak to Your Legislator
Jim Cassie and Michelle Castro

Join CCRA lobbyist Jim Cassie and SEIU lobbyist Michelle Castro as they present "How to Speak to Your Legislator." How do things really work behind the scenes at the capitol? Do phone calls and letters really work? Follow Your Advocate; Get The Facts; Watch The Clock; Get To The Point; Answer The Questions; Share What You Learn.

5. How to Manage Your Freelance Business
Jan White and Michaela Orona

Jan White and Michaela Orona have worked together as a team owning and operating Jan White & Associates in San Diego for 25 years. Jan actually started her firm in 1974 but has been freelance reporting since 1969 and continues to do so. She feels that is what she does best, but that it also gives her a legitimate marketing tool, plus it shows clients and reporters that she's out there in the trenches like everybody else. Michaela effectively and efficiently manages the firm. She learned to run it from the ground up, and has been running it ever since. They will share with you their experiences over the years and would love to interact with attendees as much as possible throughout this session.

4:30 pm - 6:00 pm
.15 CEUs

CONCURRENT
Student Track – MOCK CSR
Written Knowledge Test Review
Nancy Patterson

Nancy Patterson, a reporter, school owner, and teacher, will review the WKT with you. You'll be able to ask all the questions you have to alleviate your concerns about taking the written test. Practical tips and pointers will be given to help you pass THE TEST!

4:30 pm - 6:00 pm
.15 CEUs

GENERAL SESSION –
CRB Board – Panel
THE CRB TRANSLATED
Yvonne Fenner and Toni O'Neill

Do you have a vague recollection of learning a multitude of code sections concerning court reporting once upon a time while studying for the CSR exam? Do you recognize the Court Reporters Board simply as the entity to which you mail your licensing fee once a year? Don't miss this chance to interact personally with the entity that holds your license in its metaphorical hands! Join Toni O'Neill, formerly a Governor-appointed licensee Board member, and Yvonne Fenner, Executive Officer, to find out what the CRB is all about, from why it was created to what happens if someone files a complaint against your license.

6:00 pm - 7:00 pm

Exhibitor Last Call – Hosted Cocktails

Last chance to purchase from exhibitors.

Monday, October 12, 2009

7:00 am - 8:30 am

Breakfast on Your Own

8:30 am - 10:00 am
.15 CEUs

CONCURRENT
1. Student Track –
BAM (Backup Audio Media)
The ABCs of the CRB
Yvonne Fenner and Toni O'Neill

You know you are required to take a test to get your CSR license, but have you ever wondered who issues that license and how in the world they come up with the exam? Join Toni O'Neill, Governor-appointed licensee Board member, and Yvonne Fenner, Executive Officer, as they take you through the CSR exam from development to implementation and grading. And since life begins with a CSR number, find out what the CRB expects from you professionally and ethically. Finally, the forbidden words are uttered: Backup Audio Media. Join us as we take BAM out of the closet and air it out with a frank and open discussion.

Tech Track

2. Digital Signatures II –
Finalize the Process
Jason Primuth and
Sandy Bunch VanderPol

Once you have a solid understanding of the benefits of digitally signed transcripts, you can get hands on with the technology. Test the various products for yourself with interactive work stations. Sign up for one — or more — digital signature services. Bring your laptop, ID, and a strong desire to increase your business!

3. Nutrition – A Healthier You
Amanda Beckner

This informative class will focus on nutrition and how to lose unwanted fat and gain muscle in a healthy way. You will learn about nutrition, disease, and how to combat any health condition with nutrition. Amanda understands a busy work schedule and lifestyle. She will give you tips on how to maintain healthy, nutritious eating habits while traveling, dining out, and working.

4. Realtime 102
Lesia Mervin

Back to the basics and beyond. Something for everyone in this class, whether you're a CRR or a beginning realtime reporter. Come learn how to think of your writing style in a whole new light. You will learn how to tweak your own writing style to master the details of realtime.

10:00 am - 11:30 am
.15 CEUs

GENERAL SESSION
Town Hall Meeting – Talk It Out

Freelancers and Officials will meet together with the Board and other guests to discuss topics relevant to our profession, the current battles and threats we are facing, and concerns you have as they relate to the freelance and official industry. Learn about CCRA's CATT training program. Share ideas and engage in a question and answer session with your CCRA leaders as to how to become more involved in protecting our jobs!!

11:30 am - 12:30 pm
.15 CEUs

GENERAL SESSION
Rejuvenate and Resonate!
Debra Dupree
Certified Ergonomist

What we do at work and how we do it, substantially impacts how we feel...not only physically but also mentally! Considering that most of us spend the majority of our time at work, how we are impacted by how we work is critically important!

This program is designed to bring you tips and strategies for making your work life and the lives of others a healthier experience.

Additional Convention Information

The 2009 CCRA Convention is a great value. The CCRA room rate for this magnificent resort is only \$139 per night, single or double. On a budget? Share a room with a friend. Conference registration fees will be held to the same price for the third year in a row. We have also arranged for discounted spa treatments. Conference registration includes three receptions, two breakfasts, two lunches, and one dinner.

The Miramonte Resort & Spa is known for its "farm to table" fresh seasonal California cuisine featuring ingredients simply prepared with time honored techniques. The menu for the Convention will feature organic produce, fresh herbs, local ranch raised meats and poultry, fresh Pacific seafood, house-made pastas, prime dry-aged meats, and innovative vegetarian dishes.

Bring your family and make this a minivacation. Treat yourself to this beautiful AAA rated Four Diamond destination that can only be described as *luxurious!* **Rejuvenate & EDUCATE...It's all about you!**

CCRA is receiving a convention rate of only \$139.00 a night, single or double. Reservations must be made by Wednesday, September 9, 2009.

To make your reservation, please go online to www.miramonteresort.com then click "make a reservation," enter the dates of your stay and the following group code: **09OCMR**. Or call the resort toll free at 1-800-237-2926 and give the operator the group code: **09OCMR** or tell them that you are with the California Court Reporters Association convention. **Please note: The daily resort fee will be waived for all reservations booked using the CCRA group code.**

Hotel Information

Miramonte Resort & Spa • 45000 Indian Wells Lane
Indian Wells, California 92210
Phone: (760) 341-2200 • Toll Free: (800) 237-2926
Fax: (760) 568-0541 • www.miramonteresort.com

Transportation

Air Transportation

The Miramonte Resort is easy to reach with a variety of airport options. Palm Springs International Airport (18 miles) is serviced by major airlines including Alaska Airlines, Allegiant Air, American Airlines, Delta Airlines/Delta Connection, Horizon Air, Northwest (seasonal) and United Airlines/United Express.

Ontario International Airport (70 miles) is serviced by Alaska Airlines, American Airlines, Continental Airlines, Delta Airlines, Great Lakes Airlines, Southwest Airlines, United Airlines and US Airways.

Ground Transportation

By car, Indian Wells is conveniently reached via the Interstate 10 Freeway, just a two hour drive from Los Angeles, Orange County or San Diego.

Conference Registration

SIGNUP Online at www.cal-ccra.org or Mail or Fax the registration form with payment information to:

CCRA 2009 Convention
65 Enterprise
Aliso Viejo, CA 92656
Fax: (949) 715-6931



California Court Reporters Association
2009 CONVENTION
Rejuvenate
& EDUCATE
It's all about you!



CCRA's 99th Annual Convention Attendee Registration Form

October 9-12, 2009 • Miramonte Resort & Spa • Indian Wells, CA

Please print or type information. Submit a separate registration form for each registrant. CCRA REGISTRATION DEADLINE:

Rates apply to registration forms postmarked/faxed on or before 5:00 p.m., September 18th, 2009. Returned checks will be assessed a \$25 processing fee. Cancellation policy: Cancellations must be received in writing (fax or e-mail accepted) by 5:00 p.m., September 28, 2009, to qualify for a refund. There will be a \$25 processing fee for all refunds. No refunds for cancellations received after 5:00 p.m., September 28, 2009.

Name _____ NCRA# _____

Address _____

City, State, Zip _____

Daytime Phone (_____) _____ Name for Badge _____

E-mail Address _____

Registration Fees

Circle Appropriate Fees

Full Registration (includes Seminars, Breaks, Business Meeting, Luncheons, Exhibits, and Friday & Saturday Receptions)

Member		Non-Member		Student Member		Student Non-Member	
Before 9/18/09	After 9/18/09	Before 9/18/09	After 9/18/09	Before 9/18/09	After 9/18/09	Before 9/18/09	After 9/18/09
\$295	\$325	\$395	\$425	\$140	\$155	\$200	\$215

Saturday ONLY Registration (includes Saturday's Seminars, Breaks, Luncheon, Exhibits, and Special Event BBQ)

\$200	\$235	\$250	\$285	\$75	\$90	\$90	\$105
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Sunday ONLY Registration (includes Sunday's Seminars, Business Meeting Luncheon, and Exhibits)

\$200	\$235	\$250	\$285	\$75	\$90	\$90	\$105
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If your registration includes meal functions, please indicate which events you plan to attend:

FRIDAY:

Welcome Reception

SATURDAY:

Lunch

Special Event BBQ

SUNDAY:

Annual Business Meeting & Luncheon



Additional:

Guest Registration \$200

Sunday, Annual Business Meeting & Luncheon \$75

LACCRA Members

Deduct \$50 from Full Registration

Advancing our profession for over 100 years. >>>

Friday, CCRA Golf Tournament — Indian Wells Golf Resort
\$99 per person (includes: green fees, cart, and practice balls.)
Convention registration is NOT required to play.

TOTAL AMOUNT DUE \$ _____

Check (Make Check Payable to **CCRA**)

Check # _____ Amount Paid \$ _____

[] Visa [] MasterCard [] American Express

Credit Card Number _____ Exp. Date _____

Cardholder's Name as it appears on card (Please Print) _____

Cardholder's Signature _____

Check Here if you have a disability and require any auxiliary aid or services in order to participate in this meeting.

SIGN-UP Online at www.cal-ccra.org or Mail or Fax with payment information to:

CCRA 2008 Convention • 65 Enterprise • Aliso Viejo, CA 92656 • Fax: (949) 715-6931

Yes, I Want to Sponsor a Student

I want to financially sponsor a student to attend the 2009 CCRA Convention.

Donation:

\$140 Registration

Donation for Lodging, Travel & Registration \$ _____
ANY AMOUNT

I wish to sponsor a specific student (name of student) _____

(Please have named student register with your name in Credit Card box.)

I wish to sponsor any one student requesting assistance.

Please share my contact information with student.

Yes, you may list me in CCRA publications as a Sponsor.

I wish to remain anonymous.

My donation will be included in my registration total.