

# CCRA *online*

Volume 11 | Issue 1



CCRA 2010 Distinguished Service Award Recipient Thomas E. Pringle — Congratulations, Tom!

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### CCRA Online Copy Deadlines

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the California Court Reporters Association

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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.

## President's Message — See the Battle

*By Debby Steinman, CSR, CRR, RDR, CMRS, CPE  
CCRA President*



The Hanukkah lights are out, the Christmas trees are down, and the New Year's parties are over. It is now time to count our blessings and reflect on what 2011 might bring for court reporters.

One of my personal wishes for the New Year is that the power plug on ER/DR will be pulled forever, and reporters can go back to doing what they do best — report the spoken word and turn it into a transcript.

We have a new governor, Jerry Brown, who was sworn in this month, and he has promised to leave court reporters alone. Let's hope that is the case. But we still have those who don't understand our profession and seek to eliminate our profession, so we remain, as always, vigilant.

Another one of my personal wishes for the New Year is that the gift-giving issue will come unwrapped, and that the non-CSR-owned firms that are giving large, expensive gifts, such as vacations and iPads for setting depositions with their firms, will have to abide by the same laws that govern CSR-owned firms, and that all freelance firms and reporters will be governed by the same standard of conduct and ethics.

My third wish is that every reporter will have an abundance of smooth-talkers, interesting cases, expedites and daily copies, and my personal worst, no stacking.

The stakes are high — our jobs. This is war. We need to open our eyes and see the battle. In order to prevent a panic, we need to build our war chest before the panic.

If you know someone who is not a member of CCRA, talk to them about joining. Go to CCRA's Web site and make a donation to PACCRA. Membership is only 37 cents a day. A \$25 PACCRA donation is an additional 7 cents a day, for a total of 42 cents a day.

Our destiny lies with us. Only we can prevent our extinction!

Let's move forward together for a prosperous and beneficial new year. CCRA and DRA have made a positive start by working together on the gift-giving and ethical issue. May we continue to move forward for the benefit of all court reporters.

Click on the link [JOIN US](#) to become a member and/or donate to PACCRA.





CERRITOS COLLEGE ALUMNI, PLEASE CONTACT US AND LET US KNOW WHAT YOU'RE UP TO!

\* **Realtime captioning** requires training in court reporting on the stenotype machine and is the most commonly used method in Broadcast Captioning for live shows. Realtime captioning skills are also used in CART reporting using the computerized stenotype machine to translate speech to written text for instantaneous display for classrooms or meetings or a variety of other situations where realtime captioning is required.

\* **Offline captioning** can be done typing from a computer keyboard (**no steno skills necessary**) to create and apply captions to various media whenever there are audio or video files that need to be transcribed into text format and made into captions.



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# The Distinguished Service Award – Thomas E. Pringle

*By Candace Sharkey*

In keeping with the tradition of wrapping the Distinguished Service Award in the gauzy shroud of mystery, I'll reveal only the tiniest details about this year's recipient — and I might even make up a thing or two to keep everyone guessing — until the Ah-Ha moment of the big reveal.

To get one potential stumbling block out of the way, I'll tell you now: it's a guy. The whole "our recipient — this year's recipient" thing is more than I can bear. I'm too old not to mess it up at least once — like by saying "the mystery man" — so I'll dispense with all that right now. It's a guy.

And in a move completely contrary to the highest journalism standards that I usually adhere to, I will reveal that my main source in researching this hard-hitting piece of news was this guy's Facebook page. A wealth of information there. I probably could even have found out his credit score, but my professional integrity stopped me.

And I'm not even his friend.

I'll just say: Mr. Almost DSA Recipient, you should check your privacy settings.

Let's pause here to see if any of the men in the room are reaching for their iPhones.

Another gold mine of information was a sketchy bio this guy provided to CCRA. I'll take this opportunity to issue another caveat here: now that data is stored virtually forever on some server in some universe, everyone should be a LOT more careful about filling these things out. You'll see why.

When asked what the best thing about his job as a reporter was, he wrote: "I feel sometimes I am sitting in the eye of a hurricane."

Because I was a deposition reporter, I knew **immediately** that our guy worked in court. Courtrooms attract hurricanes the same way some islands in the Caribbean do.

Then he wrote: "It's better than TV." This is either a clue that he's done some work in a Family Law Department or he doesn't have the premium package from his satellite provider.

He listed a memorable experience as his first jury trial in a case entitled Southern Pacific Railroad v. State of California, four lawyers and a bunch of geophysical engineers for witnesses, which trial he reported **\*\*before he had his license\*\***. Which might be an actionable event unless we're past the statute of limitations, so don't tell anyone from the CR Board.

But maybe it was OK back in the olden days to report in California before you were a CSR. Another tidbit: this guy is **\*\*older\*\*** as kind people would put it. He's almost as old as I am, which is getting into the frightening levels of old. (Notwithstanding Frank Nelson, who, if he's here, Frank, I didn't mean what I just said.)

I will say I was very relieved to find out that his CSR number has only four digits. A compatriot, a fellow traveler. Mine starts with a 3, his with a 4.

A factoid: there were nearly a thousand court reporters licensed between January 1, 1976 and January 1, 1978, that golden era of court reporting.

To get serious for a moment, I'll tell you that every person I spoke to who had worked with this guy at CCRA said some of the same things:

He was difficult to talk into being involved in CCRA leadership in the early years although **everyone** recognized his potential and tried to get him to sign on. He wasn't being coy or saying he didn't have the time (the usual excuse) but claimed he just didn't have the experience or "the stuff." The work he did once his arm was twisted hard enough proves we were all right and he was wrong. He became a leader who stands among the most outstanding this organization has ever produced.

I asked for input from some people who worked directly with our guy here at CCRA. Here are a few things they wrote about him:

"In April 2002, the Judicial Council formed the Reporting of the Record Task Force (RRTF), which was charged with performing a full assessment of the process of reporting the record. The formation of the RRTF meant ... everything was on the table, from ownership of the transcript to alternative ways of preserving the record."

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## The Distinguished Service Award – Thomas E. Pringle

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{OUR GUY} was one of the court reporters named to RRTF.

“His dedication to the industry is impressive. His passion for court reporting is inspiring. He led during one of the tough times we face from time to time, a direct threat from the Judicial Council. {HE} became a bridge, educating court reporters on the importance of marketing their services to the courts as a service rather than treating it as just a job, while at the same time educating the Judicial Council on the current state of reporting technology and reinforcing everything that court reporters could offer.”

“Some of us on the Board of Directors called him General {OUR GUY}, not for his military manner, but for his ability to plan strategically. No move was ever made that wasn't fully thought out in advance, always to ensure the least damage to reporters while gaining the most ground. His ability to analyze an action and project possible consequences many years into the future has served CCRA well. There are few people I would label as true visionaries, but {OUR GUY} is well-deserving of that title. He has mastered the art of being able to act boldly yet tread lightly.”

Another CCRA leader said, “{HE} is very prudent and measured in his approach to dealing with an issue. His approach is most often from a strategic position, thinking well into the future, with a vision of how to position CCRA and its members and the profession as a whole to best serve the judicial process.”

“While serving as president, he was a true leader. Among his many leadership qualities were his attention to detail, his ability to listen to and appreciate each board member's ideas and suggestions, to empower his board to reach beyond their perceived expertise on governance and resolve the many issues that face CCRA every year.”

{HE} has a great deal of respect for every individual court reporter. He appreciates the many hours of dedication it took for every one of us to hone his or her skills. He is never status quo — he is always thinking into the future on how best we can position our profession to be the most respected means of creating the record.”

Back to the bio {OUR GUY} wrote for CCRA, he said that “when he isn't reporting, he loves to take long walks, cook, read, play music sometimes and play with his kids. When he retires he wants to travel in the US and Europe, staying in

places like Edinburgh, London, Boston or New York for months at a stretch.”

I'd caution OUR GUY: you need to ask someone who's on MATCH.COM what “long walks” is code for. At least he didn't say “long walks on the beach.”

But maybe he can be excused for not knowing that since there's no beach where he lives, in a little city that calls itself The Jewel of Northern California in beautiful Shasta County.

And back to Facebook:

He graduated from Palmdale High School in 1970, and attended Notre Dame (Negotiations) and Penn State (Leadership and Management). I suspect he just might be a football fan, though it's not noted. His Facebook page says he has 49 friends. I looked at every one and can attest: None of them are on the Judicial Council.

{HIS} birthday is August 16, the same day as Steve Carell, Madonna, Kathie Lee AND Frank Gifford and Menachem Begin.

That means his Zodiac sign is LEO, which the experts on Facebook tell us means he is generous and warmhearted, creative and enthusiastic, broad-minded and expansive, faithful and loving, pompous and patronizing, bossy and interfering, dogmatic and intolerant.

What \*\* I \*\* know is that he is both brave and brilliant, a visionary, an exceptional leader, a guy who can take a joke, who scores in the lowest percentile on the hubris scale, a man whose arm I'm proud to say I helped twist.



**I am deeply honored that this year it's my turn to say: fellow reporters, CCRA's Distinguished Service Award this year goes to the incredibly deserving Thomas E. Pringle.**



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# Test Your Knowledge on Subject/Verb Agreement

*By Margie Wakeman-Wells*

1. A number of reasons he gave in his answer to the fifth interrogatory (does/do) not make sense to me.
2. Some of the workers that worked in the factory on the night shift (was/were) interested in joining us.
3. Mr. Hanson was just one of the men from our office that (was/were) attending the meeting.
4. Two thirds of the jury (has/have) voted for acquittal.
5. Both a sandwich and a drink (was/were) offered to each contestant.
6. Either the jurors in the case or the judge (is/are) going to be deciding the issue.
7. It is you who (is/are) reporting the information.
8. The suspects, according to the eyewitness, not the clerk, (was/were) firing first.
9. The choice in cases like these (is/are) books and magazines.
10. As far as I can tell, the number of similar cases being recorded every day in cities and states(is/are) increasing.
11. We give one to every man and woman who (attends/attend).
12. Any one of the attorneys in these cases (is/are) capable of it.

## ANSWERS

1. do (The words “a number” as the subject take a plural verb.)
2. were (“Some” refers to “workers,” which is plural; so the verb is plural.)
3. were (Many men attending; so the verb agrees with “men” and is plural.)
4. have (The jury is not acting as a single unit; so the verb is plural.)
5. were (Two things are being offered; so the verb is plural.)
6. is (Subjects joined by “or.” The one closer to the verb determines the verb form; so “judge” is singular and takes a singular verb.)
7. are (“You” takes a plural verb — “you are.”)
8. were (“Suspects” is the subject; so the verb is plural.)
9. is (“Choice” is the subject; so the verb is singular.)
10. is (The words “the number” as the subject take a singular verb.)
11. attends (We are looking at each person individually; so the verb is singular.)
12. is (“One” is the subject of the sentence; so the verb is singular.)







### Taming Troublesome Taskbars

**Q. Several months ago, the Taskbar at the bottom of my screen became wider. Nothing I do seems to be able to make it return to the narrow size it was in the past. Can you help, Mr. M?**

A. The Taskbar is designed to be expandable, so what you're seeing is easily adjusted. Start by right-clicking the Taskbar to make sure "Lock the Taskbar" is not checked.

Next, place your cursor on the upper horizontal edge of the Taskbar. When it is precisely on that edge, it will change into a double-headed arrow. Don't be frightened. At that point, hold down your left mouse button and slowly drag the edge down towards the bottom of your screen, incrementally narrowing the Taskbar in the process. When it is the size you want, right-click the Taskbar and select "Lock the Taskbar" to prevent any future unruliness.

**Q. How do I activate the Print Screen (PrtScr) key when I want to print what appears on screen?**

A. The Print Screen key is always functional, so there really is nothing to activate. Contrary to what its name suggests, it does not literally print the screen when pressed. The Print Screen key saves a snapshot image of what appears on your screen to the Windows Clipboard. That process is invisible and occurs behind the scenes, so it appears as if nothing happens when you actually press the key.

To print the captured image, go to your destination location (such as a word processing document or email composition screen), right-click and select Paste. Whatever was captured to the Clipboard will pop onto the page. Once it appears, you can then print normally.

If you want to manipulate the captured image, you will need to paste it into a graphics editing program. Windows includes a relatively primitive graphics editing program called Paint (located under Programs > Accessories) that can be used for simple editing.

**Q. When I turn on my computer, it asks for my password. Above that, there is a small square with a picture of some chess pieces. How can I change that picture? I am using Vista.**

A. Go to the Control Panel > User Accounts & Family Safety and you will see where you can "Change your account picture."

**Q. I have an Excel spreadsheet with column headings. I need a way to scroll down the rows, but still see the column headings. How can I do this? Thanks, Mr. M. I look forward to your newsletter ([MrModem.com](http://MrModem.com)) every Friday.**

A. Highlight the row directly below your column headings by clicking the number of the row. For example, if the headings are located in Row 1, click Row 2. Then click Window > Freeze Panes.

Once frozen, the column headings will remain visible as you scroll through the rest of your spreadsheet. You can reverse or undo this action by clicking Window > Unfreeze Panes.

**Q. I have a printer that's not working properly and I need to know how to remove it so I can reinstall it using its installation disk. The printer isn't listed on the Add/Remove uninstall list.**

A. A printer is hardware, as opposed to software, so it won't typically appear in the Add/Remove Programs list, so that part is normal. (Insert "Whew!" here.)

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Before you do anything, check your printer manufacturer's Web site to determine if there are any new drivers available. If so, download them. You'll find instructions on the Web site, if needed. A driver is a small program that provides instructions to a device such as a printer, disk drive, keyboard, mouse, etc. Updating its driver can often resolve a printer problem.

To remove a printer, go to Control Panel > Printers (or Printers and Faxes). Right-click the printer that you want to remove, then click Delete.

If you can't delete the printer using the above method for any reason, right-click the printer icon again, click Run as Administrator, then click Delete. If you are prompted for an administrator password or confirmation, type your Windows password, if you have one, provide confirmation, or press Enter.

## Mr. Modem's DME (Don't Miss 'Em) Sites of the Month

### Academic Earth

I've always said that "Hire education are a good thing," and

consistent with my philosophy, here you can view thousands of video lectures from top scholars and instructors from M.I.T., Stanford, Berkeley, Harvard, Princeton, and Yale. Subjects include Astronomy, Biology, Chemistry, Computer Science, Economics, Engineering, English, Entrepreneurship, Law, Medicine, Philosophy — more than enough to give you a splitting headache.

[www.academicearth.org](http://www.academicearth.org)

### Totally Looks Like

Famous people and celebrities who look like other individuals, animals and objects. (Caution: A few of the items are a bit on the coarse side, so easily offended individuals might want to avoid this site.)

<http://totallylookslike.com>

For plain-English answers to your questions by email, plus great computing tips, subscribe to Mr. Modem's award-winning WEEKLY newsletter. Subscribe using Promo Code 0847 and receive a free month (four weekly issues!) with your six-month subscription. To view a sample issue or subscribe, visit [www.MrModem.com](http://www.MrModem.com)



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# Kern County Court Reporters and Taft College Students for CCRA

## **By Joni Harcourt, Kern County Superior Court:**

The court reporters of Kern County Superior Court recently asked the court reporting students at Taft College, who have attained a speed of 160 and above, to submit an essay describing what qualities they thought were important to be a good court reporter.

It was our desire to reward the students, who participated by writing an essay, a one-year student membership in CCRA in the hopes of encouraging them in their studies.

We are pleased to submit to you for student membership the following names: Ashley Warren, Baylie Churchman, Katie Johnson, and Donna Michelson. Their membership applications are enclosed as well as a check in the amount of \$120 for their membership.

## **By Donna Michelson, 160 wpm student:**

The reporter of today must clearly understand her part in the scheme of the reporting world, especially since we live in a changing technological world. Reporters must enter the reporting field fully qualified.

Aside from being intelligent, highly literate, dedicated to her career, having accuracy in high speed machine shorthand, and being physically fit, a successful reporter must be competent in courtroom procedures, grammar, punctuation, office practices, transcript setups, and CAT (computer aided transcription) systems. Also she must be knowledgeable about alternative reporting such as videotaping, closed captioning, voice activation, and real time reporting.

Ultimately, success in reporting depends a great deal on being able to handle small details correctly and staying focused on what you are doing. A successful

reporter is meticulous and always aims high to produce a flawless transcript. A successful reporter's whole business is getting the words down and producing them in error free printed form. In the final analysis, it is your transcript upon which you will be judged.

An amicable attitude is a necessity. A successful reporter must display a positive and mature personality, always exhibit a pleasant demeanor under pressure, and accept constructive criticism. In addition to perseverance, integrity, punctuality, efficiency, and confidentiality, a successful reporter is always trying to improve herself throughout her career through study, seminars, and involvement with local, state, and federal associations.

I have been a member of NCRA and CCRA since my first year of court reporting school. I try not to be satisfied with mediocrity in my school performance.

## **By Baylie Churchman, 160 wpm student:**

The court reporting profession is not only difficult, but it's also a very important aspect of court proceedings. And to be successful, there are several qualities that are important. Motivation is a key component in being successful throughout school as well as in the career world. The speed building process can be discouraging during school, but staying motivated allows one to overcome that difficulty and move forward. Also, being motivated to meet deadlines for transcripts and get copies to everyone involved in a timely manner definitely helps one be successful.

Another important quality is organization. It is extremely important to be organized, whether it be with exhibits, or the transcript itself. Organization helps the process of preparing a transcript move along quicker and allows everyone around you to see your professionalism and the pride you take in your job. It also ensures that nothing gets misplaced or

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# Kern County Court Reporters and Taft College Students for CCRA

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left out in a transcript that would be damaging to your reputation as a court reporter.

Additionally, I believe it's important to have a good understanding of all aspects of the court reporting profession, including legal terms learned in school, court procedures, names of attorneys in your area, and anything else that may be important. If you can go into a courtroom as a new reporter and know, for the most part, what to expect and how the process is going to work, it will save you a lot of stress. It will also allow others to take you seriously.

Overall, I believe there are many different qualities that distinguish a successful reporter. However, staying motivated, being organized, and having a good understanding of your profession are all qualities that, if obtained, would allow anyone to be successful in a career as a court reporter.

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## **By Ashley Warren, Taft College student:**

To be a court reporter, you need to possess a lot of qualities like intelligence, patience, and determination, as well as a few special ones. Those special qualities are passion, a good attitude, a good work ethic. You need to have passion for what you're doing to succeed in your career. If you have passion for court reporting, you will succeed at court reporting. It's that simple.

Attitude is everything in this profession. You will have bad days as a court reporter, but you need to learn to have a positive outlook and realize that you are human, so bad days are inevitable. Your attitude can make or break you in this career.

Laziness will get you nowhere as a court reporter. You need to have a good work ethic at all times. Always work hard, turn in your transcripts on time, and take your job seriously. Doing those things will make you a great reporter.

This is a fantastic career, but it takes a lot of hard work, a good attitude, and a passion for court

reporting. Anybody can go to school to become a court reporter, but it takes a special person with special qualities to succeed at it.

---

## **By Katie Johnson:**

There are many qualities that are important to being a successful reporter. Speed and accuracy are two qualities that are essential to good reporting. The ability to concentrate is also important. Other fundamental qualities include good punctuation, grammar, and vocabulary skills. Good communication skills and professionalism are also key ingredients to good reporting.

Speed and accuracy are main qualities needed to be a successful reporter. A reporter should be able to take down testimony as fast as whoever is speaking can talk and do so accurately. As court proceedings and depositions can sometimes be lengthy, a successful reporter has to be able to concentrate and stay focused.

Reporters must be able to not only take down testimony word for word, but also be able to produce a clear record. To be a successful reporter, one must have excellent punctuation and grammar skills to be able to produce grammatically correct transcripts. It is also important for a reporter to have outstanding vocabulary skills to ensure correct spelling and to use words in their proper context.

Another important quality that a good reporter should have is a high level of professionalism. When a reporter is out in the field, they are representing not only themselves, but the office they work for, and must do so in a professional manner. Some reporters work independently and must show confidence and competence so the client feels secure that the reporter is able to do their job effectively.



## Ask a Reporter

The Ask a Reporter feature of our Web site allows members to ask questions of the CCRA Board and receive a written response within 48 hours.

### Question:

Dear CCRA,  
Is a NON-party able to purchase a transcript of a deposition in a case that has been settled/resolved/closed? Do the attorneys for both sides still have to be notified?

### ANSWER

Dear Leslie,

Thank you for coming to CCRA with your question. The answer to both questions is yes. The following specific procedures found in Section 2025.570 of the California Code of Civil Procedure must be followed to protect everyone's rights in the process of the notifying all parties:

2025.570:

- “(a) Notwithstanding subdivision (b) of Section 2025.320, unless the court issues an order to the contrary, a copy of the transcript of the deposition testimony made by, or at the direction of, any party, or an audio or video recording of the deposition testimony, if still in the possession of the deposition officer, shall be made available by the deposition officer to any person requesting a copy, on payment of a reasonable charge set by the deposition officer.
- (b) If a copy is requested from the deposition officer, the deposition officer shall mail a notice to all parties attending the deposition and to the deponent at the deponent's last known address advising them of all of the following:
- (1) The copy is being sought.
  - (2) The name of the person requesting the copy.
  - (3) The right to seek a protective order under Section 2025.420.
- (c) If a protective order is not served on the deposition officer within 30 days of the mailing of the notice, the deposition officer shall make the copy available to the person requesting the copy.
- (d) This section shall apply only to recorded testimony taken at depositions occurring on or after January 1, 1998.”


Notice must go to the last known addresses of all parties attending, including that of the deponent, and your notice must contain specific language that covers Subsection (1), (2) and (3).





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# My Day At Sage

*By Dallas Ann Erwood*

Friday, December 3, 2010, I took off work and drove south to San Diego for an 11:00 engagement with the court reporting students at Sage College. There were probably 50 students who were all excellent listeners and avid question askers. I told my stories about being a court reporter for about 45 minutes, and we had a 15-minute Q&A session. The school gifted me with a Sage pen and Post-it pad and a beautiful crystal cube with "Thank You" in five languages and "Sage College" in a beautiful script. My niece, Juanita Hudson, was in the audience. She's the one waving at me in the picture. The machine belongs to her classmate, Diane. Both of them were at the October CCRA convention in Sacramento.

I simply told my court reporting story, from how I got the court reporting seed planted in me by a teammate on my softball team when I was 10 and she said she wanted to be a court reporter. I asked her, "What's a court reporter?" All the way to the answer to the question: "How's the money?" to

which I answered, "So great, that in fact I had a wardrobe malfunction on the way down to San Diego, but I knew that Neiman Marcus was right by the school, and I had an extra 15 minutes to correct my wardrobe mix match at Neiman Marcus!!!" And everything in between: 30 years as a court reporter, 10 freelancing and 20 as an official. Funny stories, emotional stories, love stories & hard work stories.

They of course asked the question if I felt threatened by technology, to which I answered "No." Someone asked if I ever heard stuff that made me cringe in court, to which I answered "Yes." Then I told them that story and watched them cringe...they asked for it...

It was good to be in a school again, the whole learning vibe. I passed out the CCRA handouts and explained how my career really kicked into gear after I got involved in my local, state and national associations.



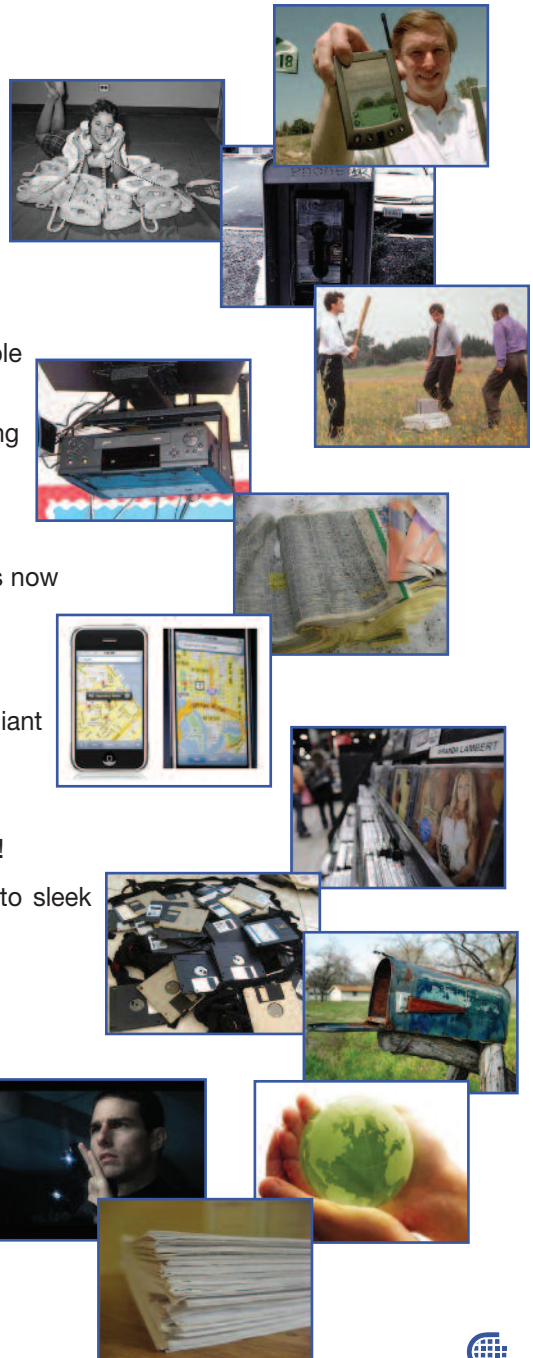


## 21 Things That Became Obsolete This Decade

From the iPhone to the Garmin, advancements and gadgets changed the whole world. They've affected how we live, do business, acquire information, and connect with others. We've gotten used to touchscreens, blazingly fast Internet, and the ability to have the world at our fingertips in seconds. In the process, a few things that once were considered social mainstays are now either obsolete or well on their way.

Remember busting out a map to figure out directions?  
Or using a cell phone that had actual buttons?

1. The stylus — as in Palm Pilot stylus
2. Email accounts you have to pay for — as in AOL
3. Dial-up Internet — static — dial tone — repeat
4. Getting film developed — Does anyone do this anymore?
5. Movie rental stores — thanks to Netflix and Video on Demand
6. Maps — those big paper things with directions that were impossible to fold back correctly
7. Newspaper classified ads — think Craigslist and Internet advertising
8. Landline — one-fifth of American households are wireless only
9. Long Distance Charges — thanks to cell phones, VoIP, and Skype
10. Public Telephones — even some of the homeless have cell phones now
11. The VCR — now all digital formats
12. FAX machines — e-fax is so much easier
13. Phone books, dictionaries, encyclopedias — remember the giant Blacks Law Dictionary?
14. Calling 411 — iPhones and Google have changed everything
15. CD's — when was the last time you actually bought a CD? iTunes!
16. Backup data on floppies and CDs — this decade we said hello to sleek external hard drives and thumb drives
17. Bills in the mail — as in snail mail
18. Buttons — bye-bye buttons on anything. Touchscreens transformed our lives!
19. Losing touch — Facebook and social networking give you no excuses to “lose touch”
20. Boundaries — personal boundaries went out the window with social networking
21. Paper — the paper industry is on serious life support thanks to e-readers and online magazines and newspapers





### What is Ethics First?

NCRA's "Ethics First" program has been developed for a single reason: To recognize our members who have made a commitment to abide by and promote the rules of the Code of Professional Ethics (COPE), particularly with regard to gift-giving.

Once a member signs on, the Ethics First logo is available for use by you in publicizing your participation in this program. You may go to the Ethics First [home page](#) to sign up for this unique program, download relevant educational material, and access the participant list.

Through its grassroots efforts, Ethics First seeks to positively educate court reporters, firms, and clients that the impartiality and neutrality of the court reporter is of utmost importance in maintaining an unbiased legal system. Getting the word out to attorneys, legal staff, and other consumers of court reporting services about the perils of accepting free gifts from court reporting firms is also one of the Ethics First committee charges.

President Melanie Humphrey-Sonntag has placed the Ethics First campaign at the top of her priority list this year. She created a new task force which has met and discussed developing educational materials that should be available to state associations and Ethics First members in the near future. Ethics First will also be giving presentations to state court reporting associations and state bar associations with goals of increasing court reporter membership in the program, as well as encouraging attorneys to hire firms and reporters who are Ethics First members.

In addition to our individual reporter members, who of course all agree to adhere to COPE, NCRA's Ethics First Committee invites all firms abiding by COPE to join Ethics First and to directly link to NCRA's Ethics First web site. This will assure your clients that you understand the ethical implications that gift-giving entails and are doing your part to ensure that the legal system remains entirely impartial. The Ethics First logo signals to your clients, to your peers, and to your competition that you refuse to risk compromising the judicial system through practices which are in conflict with COPE.

Please [sign up](#) today and help join this grassroots, nationwide effort to advocate for the neutrality of the court reporter in legal system.



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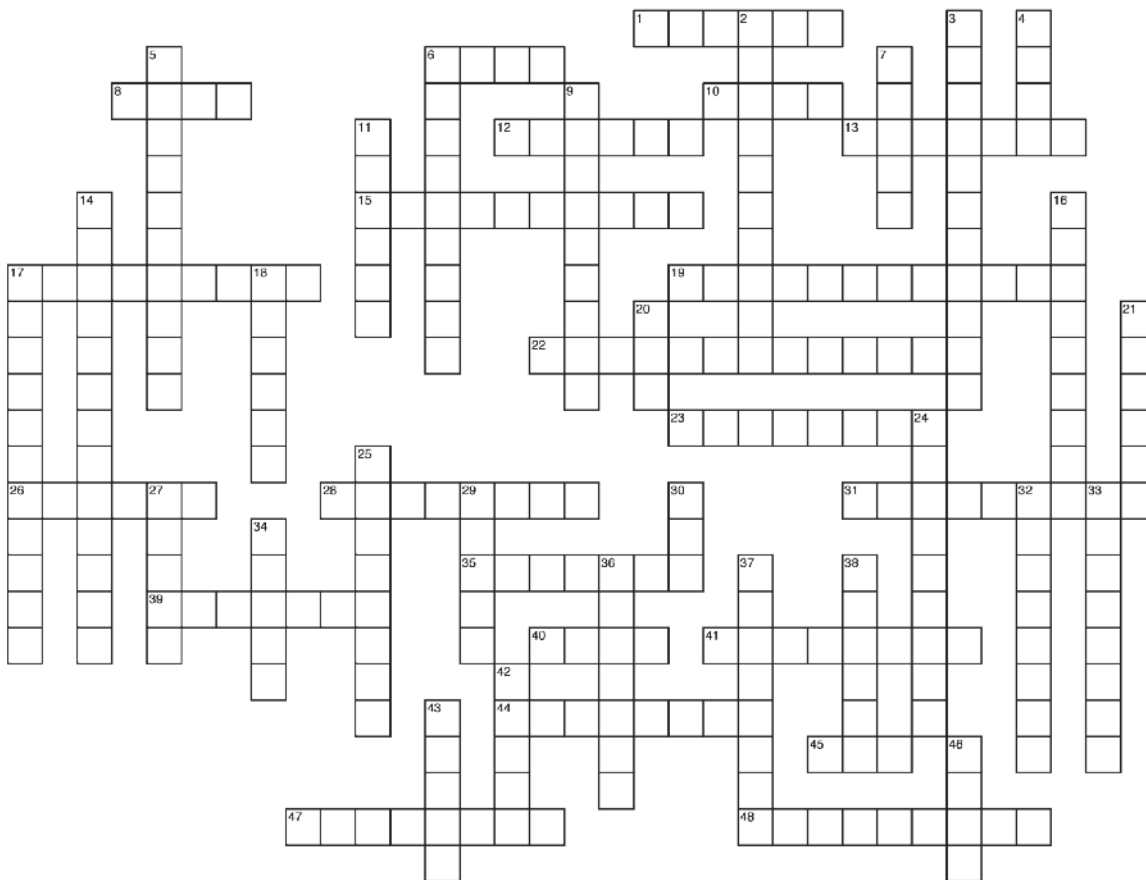
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# Court Reporting Crossword Puzzle

## Court Reporting



Constructed using Crossword Weaver

### ACROSS

- 1 Small computer often carried in a bag
- 6 Short for a formal written statement by a witness
- 8 Circular object on which computer info is stored
- 10 Group of people who judge
- 12 Object with three legs used for supporting something
- 13 Storing information such as sound as electronic signals
- 15 A meeting for the purpose of continuing education
- 17 Someone who brings a legal case against someone
- 19 Two words describing presiding judge of a supreme court
- 22 Two words describing a person who transcribes spoken words
- 23 Scrolling words on a TV
- 26 Request for a court of law to change its decision

- 28 Relating to the work of a judge
- 31 Act of reviewing material prior to dissemination
- 35 An object or document used as evidence
- 39 Not allowed by the law
- 40 To make changes to a computer file on screen
- 41 Not copied from something else
- 44 Reporter employed by a court
- 45 Acronym for California reporters' certification
- 47 Software for receiving realtime
- 48 Mark used to separate two independent clauses

### DOWN

- 2 Two words describing a finger-sized disk
- 3 A group of people elected to create laws
- 4 Acronym for state organization representing the reporting

- 5 File containing personal steno outlines
- 6 Someone defending a legal case against them
- 7 Same-day delivery of transcripts
- 9 Act of saying something that someone else then writes
- 11 An extra copy of information on your computer
- 14 A conversation in written form
- 16 Work done by a person not permanently employed
- 17 Use of marks such as periods or commas
- 18 Type of thin, flexible data storage medium
- 20 Acronym for national realtime certification
- 21 Punctuation mark used to end a sentence
- 24 Quick way of writing that uses symbols
- 25 Speaking low and indistinctly

- 27 Common format used for text files
- 29 Person in charge of generating minute orders
- 30 Computer-aided transcription
- 32 Instantaneous spoken word display
- 33 A lawyer
- 34 Rate at which someone speaks or moves
- 36 Security personnel in a courtroom
- 37 Transmission by radio waves
- 38 Short forms of words
- 42 Place where trials take place
- 43 Language written by a court reporter
- 46 Document containing a proposal for a new law

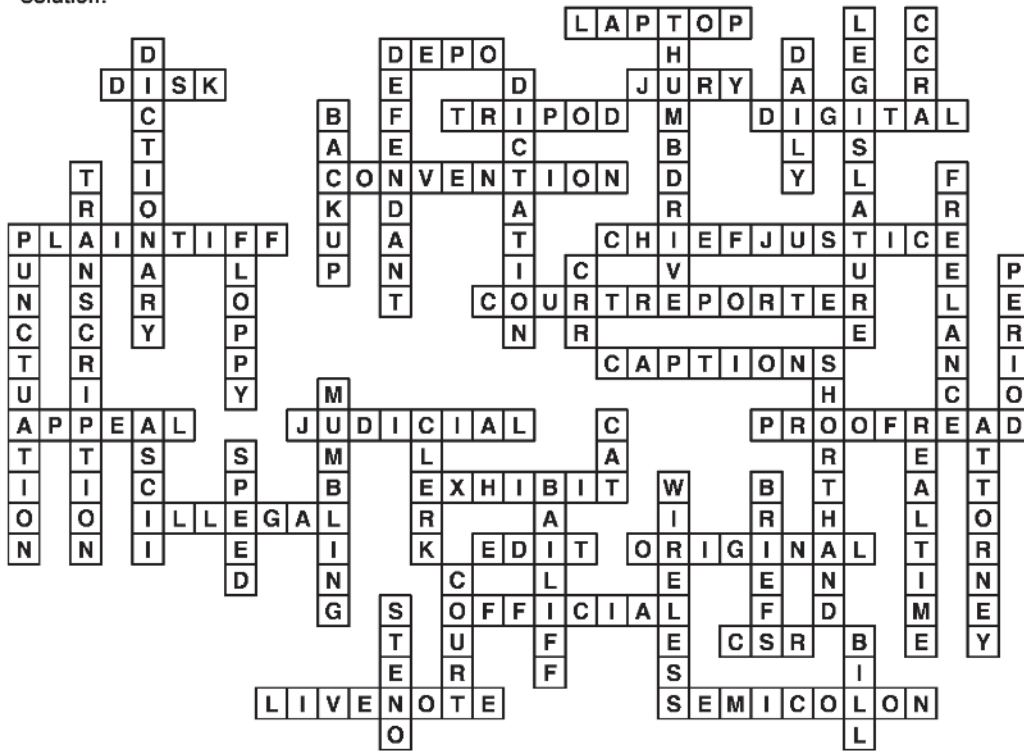
ANSWER KEY ON PAGE 21

# Court Reporting Crossword Puzzle

Answer Key from Page 20

## Court Reporting

Solution:



### Cal-e-licious

By Shaundell, Crockpot Queen, Plumas Superior Court

#### CROCKPOT TACO SOUP

**Ingredients:**

- 4 cans of beans, undrained (kidney, pinto, black, etc.)
- 2 cans of corn, undrained
- 1 can of diced tomatoes, undrained
- 1 can of olives, drained and sliced
- 1 lb of ground beef or turkey, uncooked but broken up
- 1 lg. package of taco seasoning, or two small

Pour all ingredients in the Crockpot and cook on medium all day or on high for 4 hrs.



To serve, put Frito chips in the bottom of a bowl and add the soup. Top with grated cheese, sour cream, cilantro or chopped green onions.

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# Vocabulary Quiz

By Debby Steinman

1. **Venerate — v.**
  - a. to flout
  - b. to revere
  - c. to scorn
  - d. to blandish
2. **Salient — adj.**
  - a. important
  - b. subordinate
  - c. salty
  - d. superior
3. **Detritus — n.**
  - a. chattel
  - b. ornament
  - c. waste
  - d. asset
4. **Parochial — adj.**
  - a. provincial
  - b. catholic
  - c. eclectic
  - d. universal
5. **Nascent — adj.**
  - a. conclusory
  - b. pleasing
  - c. benign
  - d. introductory
6. **inveigh — intrans verb**
  - a. to deny
  - b. to support
  - c. to protest
  - d. to despise
7. **jingoism — n.**
  - a. extreme barbarism
  - b. extreme criticism
  - c. extreme racism
  - d. extreme chauvinism
8. **mendacious — adj.**
  - a. meddlesome
  - b. dishonest
  - c. officious
  - d. faithless
9. **adventitious — adj.**
  - a. inherent
  - b. extraneous
  - c. daring
  - d. favorable
10. **fungible — adj.**
  - a. parasitic
  - b. dispensable
  - c. interchangeable
  - d. prolific

ANSWER KEY ON PAGE 24



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# Vocabulary Quiz

## *Answer Key from Page 23*

Answers:

1. **venerate** — **v.** — (b) to revere
2. **salient** — **adj.** — (a) most noticeable or important
3. **detritus** — **n.** — (c) waste or debris of any kind
4. **parochial** — **adj.** — (a) confined or restricted as if within the borders of a parish; limited in range or scope; provincial, narrow; insular
5. **nascent** — **adj.** — (d) coming or having recently come into existence
6. **inveigh** — **intrans verb** — (c) to protest or complain bitterly or vehemently
7. **jingoism** — **n.** — (d) extreme chauvinism, or nationalism marked especially by a belligerent policy
8. **mendacious** — **adj.** — (b) not telling the truth, dishonest
9. **adventitious** — **adj.** — (b) extraneous; coming from another source and not inherent or innate; arising or occurring sporadically or in other than the usual location, i.e., adventitious roots
10. **fungible** — **adj.** — (c) being of such a nature that one part or quantity may be replaced by another equal part of quantity in the satisfaction or an obligation; interchangeable

