



QUOTE OF THE MONTH

"The closer you
perceive success to
be, the faster you
move towards it."

- Shawn Achor



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THE GUARDIAN

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TIPS FOR MAKING REALTIME WORK FOR YOU

BY ABBY WALLER

As the demand grows in the court reporting field for our knowledge and skill in realtime, we must strive to stay ahead of the game when it comes to providing this service that has proven to help keep our profession alive and thriving.

Whether you're a new reporter or have been working 20 years, it's never too late to start. Here are a few pointers to be a star realtime reporter:

1. Get a reliable computer with a serial port and CAT software.
2. Find out where you will be feeding the realtime. An iPad? Desktop? Notebook? Make sure to have cables for a wire feed. If it's wireless, you will need a hotspot or router or internet access from another source.
3. Before any job or proceeding for which you're planning to provide realtime, educate the user. Whether it be a judge, an attorney, or any number of individuals who are receiving the service, it's helpful for them to know what they can expect.
4. Obtain any documents with names, addresses, and specific job terminology to put in your dictionary so you translate rate is the most accurate it can be.
5. Turn off you automatic running of antivirus software and your screen saver. This can interfere with the realtime feed, sometimes causing your computer to crash, in turn, forcing you to halt the proceedings. Set a more convenient time for your anti-virus program to run, such as when you're sleeping.
6. Use your software to find its "Brief-It" feature. This will enable you to learn and use briefs on the fly during the proceedings.
7. Keep your laptop open and follow your own realtime so you are enforced to learn where your writing could use fine-tuning to enhance your accuracy rate.
8. At breaks, clean up these "rough" or unreadable spots. Of course, this will save you time later in editing, but it will also make the realtime feed easier to to read if the user is going back to refer to a certain part of the testimony throughout the job.
9. Finally, after the job is over, check in with the realtime user to get feedback. Good or bad, this is always helpful for your next job.
10. Don't forget to have fun with this. While this may be a serious part of the future in our profession, it's an opportunity to learn and become proficient in exciting technology.

Student of the Month

Morgan Maloney

Morgan has been on top of her assignments and has been moving up the speed ladder at a great pace.

Your hard work is paying off, Morgan!

You're going to make a fine reporter very soon.



YOU NEVER KNOW WHERE YOUR NEXT TIP WILL COME FROM

BY CATHY BUSA

Tips and tricks for writing realtime are something all working court reporters could use more of. So, for that reason, I canvassed some of my fellow officials for realtime tips that they swear by for improving their writing and translation rates.

The first response I received was from a coworker at the courthouse (who also is a part-time broadcast captioner). For her, the key to becoming a more expert realtime writer is learning to fingerspell. While it may seem that this activity would slow you down, it actually keeps you from slowing down because instead of hesitating over an outline that you may or may not have in your dictionary, you can rapidly fingerspell the word and ease on down the road. If you aren't in habit of it, start when testimony is not too onerous and just fingerspell little words like "that" and "who" to get the feel for it. Along this line, she suggests also using the brief suggestions from your software. As an example, after recently finger spelling the word "tonsillectomy," she immediately requested a brief for it so if it was said again, it would be much simpler and ready for her to use instantly.

Another writing tip I received includes being sure to use the number conversion feature that is now found in virtually all of our software programs. This may take some time to go through your dictionary and remove all entries with number attached to them, such as "as in '97" or "\$1500" or "two or three." but if you are willing to expend a little bit of effort to work on your personal dictionary ahead of time and then tweak the settings within our CAT software to correspond with your number-writing style, you will find that your numbers will translate almost always correctly—and that will save you precious editing-scoping time from now on.

Word boundary issues are the dreaded area that I think realtime writers always have to be prepared for. A couple of examples that I have personally encountered were "how to figure outweighs to do new things" and "keep your ion the situation," while I have changed my writing to correct these two particular mistranslates, I now rarely define homophones as I did here, but try to actually write and define them differently to eliminate them altogether.

Finally, there are several source of briefs according to the subject matter and case you are going to be working with, such as legal, medical, asbestos financial, and so on. Take advantage of your JCR articles and learn and utilize the briefs others ahead of us have found to be helpful. Join Facebook pages and network with other reporters also for writing tips.

If you really want to accept the challenge to improve your writing and become the best and most professional realtime reporter that you can be, stretch yourself and begin to implement small changes to your dictionary and your writing one step at a time.

To read the full article, visit thejcr.com

WORD OF THE DAY

EDACIOUS

adjective ih-DAY-shus

1 : having a huge appetite : ravenous

2 : excessively eager : insatiable



July Evaluations Passed

These students have all passed one or more SAP evaluations during the month of July.

ONE SAP

Cheyenne Leneair
 Corree Brooks
 Cynthia Shellum
 Daisy Cortez
 Daphne Tardy
 Elizabeth Hagstedt
 Jamie Bleicher
 Jennifer MacDonald
 Ashly Richter
 Jennifer Wesner
 Jessica Bustos
 Kate Hargis
 Katie Buckner
 Kayde Rieken
 Kelly Garland
 Lesa Tines
 Lisa Major
 Lori Ingram
 Marysa Morgan
 Melissa Hicking
 Robin Willey
 Shana Jones
 Shannon Gallo
 Stephanie Garcia

TWO SAPS

Adam Marcus
 Barbara Ufer
 Brandon Herman
 Brittany Vance
 Carrie Johnson
 Daisy Corpus
 Danielle Baird
 Dessalyn
 Kimbrough
 Donna Capolongo
 Erin Ramsey
 Gabrielle Mosher
 Jennifer Hall
 Jennifer Rotstein
 Kimberly
 Wilkerson
 Kodey Knauss
 Kolby Garrison
 Lacey Brookens
 Lauren Mancusi
 Mackenzie Smith
 Megan Bowman
 Natalie Sandi
 Oanh Dang

Rachel Schmidt
 Shaylene Mofle
 Sindee Baum
 Sumaya Hussein

THREE SAPS

Ashley Guillermo
 Brian Nelson
 Kate Bush-McKee
 Madeleine Lauer
 Stephen Brown
 Summer Vaughan
 Taisha Herr
 Vanessa Machado

FOUR SAPS

Emily Senesac
 Kathleen Steadman
 Kendall Willis

FIVE SAPS

Angela Viray
 Baley Moore
 Erica Gibbs
 Kristi Perkins
 Kristine Rebar

Macy Thompson
 Mary Cruz
 Hawkins

Morgan Maloney
 Paige Eisenbeisz
 Patricia Burnett-Anderson
 Riley Trella

SIX SAPS

Elizabeth Awbrey
 Rhonda Wentzell
 Amanda Vernon

SEVEN SAPS

Abby Geoffroy
 Patricia Lopez

EIGHT SAPS

Ann Marie Gibson
 Ashley Castillo
 Darcus Goslin
 Eric Luft

NINE SAPS

Andrea Burris

TEN SAPS

Lauren
 Reichenbach

TWELVE SAPS

Fay Stinger

THIRTEEN SAPS

Stacey Widger

FOURTEEN SAPS

Veronica Sandbakken

#CCR REMEMBER WHEN?

On Friday, February 17th, CCR ended the fun-filled week with a soiree at our new location in Valparaiso, IN.

Check out our Facebook page to see more pictures from the event!



CCR actively participates in the Veterans History Project.

Here is one of many.

December 2015.



In 2015, NCRA launched the Take Note campaign in September based on an industry-wide outlook report by the independent research firm Ducker Worldwide. The study determined that over the next five years, some 5,000 jobs in the court reporting profession are expected to become available. The campaign is designed to raise awareness of the profession and future employment opportunities. CCR celebrated by having a spirit week! Take a look at some of the pictures.



1. Official Court Reporter, **St. Joseph County Superior Court**, South Bend, IN
2. Freelance Reporters, Accurate Stenotype Reporters, Tallahassee, FL
3. Freelance Reporter, **Gary Fissinger & Associates**, Munster, IN
4. Closed Microphone Reporter, **Air Force Global Strike Command**, Barksdale AFB, LA
5. Official Court Reporter, **North Carolina Superior Court**, Guilford County, NC
6. Freelance Reporter(s), Network Reporting, Cadillac, MI
7. Transcriptionist(s), **Kelsey Transcripts**, Bellville, TX (remote)

If you would like more information about any of these positions, please contact Natalie.Kijurna@ccr.edu

CCR Graduate Spotlight

Q. When did you graduate?

A. I graduated September 2016. I'm still finalizing my internship and mentor tests.

Q. What led you to pursue court reporting as a career?

A. I have always been fascinated by it, but life got in the way. I finally decided to take the plunge and look into it. I'm so glad I did!

Q. What made you choose CCR?

A. I had been at another school in their steno program, and it just wasn't working out. I felt stuck. I had heard so many great things about CCR so I contacted Nicky and started with CCR in 2015.

Q. Do you have any certifications? If not, do you plan on getting any?

A. I just took the CVR exam in Jacksonville, FL a few weeks ago. I took the WKT just this past week. I don't know my results yet. Keeping my fingers crossed!

Q. Are you currently working? If not, what are your future plans?

A. I am not currently working since I'm still doing my internship. My future plans are working for several freelance agencies here in NC.

Q. What were your weaknesses in school?

A. Enunciation. I'm still having trouble with that. I just need to work on it more to perfect it.

Q. What were your strengths in school?

A. I feel I studied and practiced pretty strong. I tried to get straight A's as best as I could. I accomplished that.

Q. If you could give any advice to a struggling student, what would that be?

A. Don't give up! I know a lot of people say that, but it is so true. It took me 4+ years to finish, and I felt like quitting a few times. Just believe in yourself and talk to someone if you are having trouble. That helped me out a lot.



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“Work for yourself...Work for the world!”

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 **AUGUST** 

Birthdays are in bold print! Happy birthday, CCR students and faculty!

Sunday Monday Tuesday Wednesday Thursday Friday Saturday

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		