

THE GUARDIAN

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I'm in Awe of Court Reporters

By: Scott Ballard - District Attorney

This past year I served as the Secretary/Treasurer for the District Attorneys Association of Georgia. So, when we met I had to take notes and later write the minutes.

It's not as easy as it seems.

At our July meeting the new Secretary/Treasurer took over. It was fun to watch her as she struggled to take accurate notes while 49 District Attorneys offered insight into everything under the sun.

It makes me appreciate court reporters.

If you have been to court, I'm sure you have seen them. They sit somewhere near the witness stand. Their job is to record every single word that is said in court. Later they will write it all down. We call that document a "transcript."

The next time you go to lunch with a group, try to imagine what it would be like to make a record of every word spoken. Folks talk at the same time. They mumble. They blab about boring stuff. And you have to keep up with all of that.

After ten minutes I would go crazy. Court reporters sit there all day.

Now I'm not pretending that they never take up for themselves. Back when Judge Andrew Whalen was on the bench, he was known for the infrequency of the recesses. He never needed a break. We called him "Thunderbladder." The only way any of us ever got any relief was when his court reporter would tell him she needed to "powder her nose."

So, in this age of tape recorders, why do we need court reporters? Other than, of course, to get the judge to take breaks every once in a while?

Tape recording isn't accurate enough. The record-

er misses things. It doesn't know the identity of the speaker. It cuts off and nobody notices.

We get far better records of court proceedings with court reporters.

How they operate is very much a mystery to me. Some use a mask. The court reporter holds it over her mouth and it also covers her nose. Then she repeats every utterance in a whisper that her ultra-sensitive recorder can pick up.

One day a police officer who didn't get to court very often turned to the officer sitting next to him and asked why that lady up in the front of the room was receiving oxygen. Apparently, the court reporting process was even more a mystery to him than it is for me.

Other court reporters use a fancy keyboard. It only has a few keys and they type in a form of shorthand. Somehow they tap on those keys and read the tape that comes out. It's magic.

It's also a lot of work. These transcripts they produce can be massive. A week of court can result in a couple thousand pages of transcript.

As you can tell, I'm in awe of our court reporters. I tell them that to their faces.

And I'm sure somewhere there is a transcript to prove what I said.

Scott Ballard is District Attorney of the Griffin Judicial Circuit, which consists of Fayette, Pike, Spalding and Upson counties.

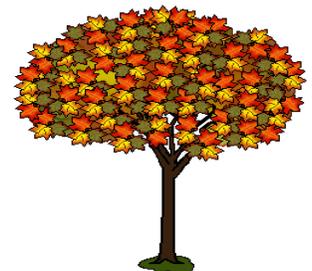
QUOTE OF THE MONTH

"Our greatest glory is not in never failing, but in rising up every time we fall."

- Ralph Waldo Emerson

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STUDENTS OF THE MONTH

Adam Marcus

Adam is a new transfer student to CCR this summer semester. He is very dedicated and determined to move forward with his speeds.

Keep up the hard work, Adam! You're doing great!



Tami Taylor

Tami is an outstanding student. She has been a positive contributor to class discussions. She is always so enthusiastic and determined.

We are so proud of you, Tami!

NCRA'S 2015 CONVENTION & EXPO IN NEW YORK CITY

Administrators Jeff Moody, Jay Vettickal, Nicky Rodriguez, and Lynette Eggers attended the convention and here's what they had to say about it:

"CCR, ev360, and our wonderful staff were talked

about in such a positive way. The wealth of compliments from NCRA Board members, working professionals, and students about our faculty and staff; the positive buzz about ev360 Ultimate was very exciting. The students who attended wanted to hang out with us in the booth rather than attend seminars. We felt like celebrities. Everyone could feel that energy and came over to find out what we were all about. NCRA presenters made mention of us at the Awards luncheon for helping with the realtime contest by using our grading software."

To add to the excitement, our very own Bonni Shuttleworth was in attendance and was awarded the 2015 NCRA CASE Award of Excellence/Educator of the Year! Ms. Shuttleworth was selected for this honor in recognition of her commitment to students and her exceptional contributions within the field of court reporting education. Ms. Shuttleworth is the fourth College of Court Reporting (Hobart, IN) instructor since 2001 selected as the Outstanding Educator by NCRA's Council on Approved Student Education. "This honor not only recognizes Bonni's talent as a teacher, but it is also a testament to the caliber and quality of CCR instructors," said Jay T. Vettickal, Executive Director of the College of Court Reporting.



Word Tripper By: Barbara McNichol

Perspective, prospective – “Perspective,” almost always used as a noun, refers to a view; an angle from which something is considered; the state of one’s ideas; the proper appearance of objects in relation to one other. “Prospective,” an adjective, describes something related to the future; an event or outcome that’s expected to happen.

“After the car came from out of nowhere and hit me, I had no *perspective* on the accident to prepare for a *prospective* lawsuit.” – Bobbie Bookhout

“Conducting several interviews gave us a helpful *perspective* on the *prospective* job candidate qualifications.” – Dick Dale

J U L Y E V A L U A T I O N S P A S S E D

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

<u>20 SAPs</u> Geneva Wildcat	Kirstine Mowery Melanie Segalla	Kristen Stegeman Michael Roberts	<u>1 SAP</u> Amy Krueger	son Kolby Garrison
<u>15 SAPs</u> Ashley Wilson	Monica Robinson Sue Harrison	Nadine Golden Paulina Alanis	Andrea Gunn Ashley Kramer	Leslie Macias Melissa Claborn
<u>14 SAPs</u> Christine VanDam	<u>4 SAPs</u> Brandi Smith Claire Baldi	Sarah Hamilton Sindee Baum Yolanda Pena	Brett Schatzle Camille Montgomery	Michelle Kowalsky Shari Conrad Shery Skeen
<u>9 SAPs</u> Ashley Guillermo	Dawn Molina Julia Haven	<u>2 SAPs</u> Alisa Church Amy Powers	Christine Angel Christine Obermeyer	Stephanie McGinnis Summer Vaughan Susanne Gorman
<u>8 SAPs</u> Taisha Herr	Kathleen Steadman Natalie Sandi	Danielle Savidge Elise Townes Emma Mach	Debra Selsavage Debrina Jones Haley Both	Taifa Stephenson Tracie Blocker Abby Crouse
<u>7 SAPs</u> Katie Jaraczewski	Robin Willey Sherrona Williams	Holly McKay Jamie Roman Karina Hannah	Holly Harris Holly Reese Jessica Rykhus	
<u>6 SAPs</u> Adam Marcus	Suleika Olivo Thomas Herman	Katelyn Berch Kristine Rebar Lisa Major	Joan Yeatts Joelle Maxfield Josey Loney	
Ashleigh Huston	<u>3 SAPs</u> Allison Allen Angela Viray	Lucetta Robertson Martha Obstalecki Rachel Quinn	Kathy Stempeck Keely Nelsen Kelly Garland	
Brionca Tate	Carol Casstevens Denise Kurdziel	Tyler Adkins Veronica Stewart	Kelsey Michael Kimberly Wilker-	
Kirstie Anderson	Erin Claybrook Jessica Vanatta			
Megan Reeves	John Boutsis Kayde Rieken			
Victoria Huntley	Kimberly Murphy			
<u>5 SAPs</u> Alexandra Wiater				
Christil McAllister				
Jessica Frizzell				

JOB OPENINGS



ATLANTA JUDICIAL CIRCUIT

Location: Superior Court of Fulton County**Position:** Court Reporter**Salary Range:** \$50,320—\$71,453**OPEN UNTIL FILLED****Qualifications:**

High School Diploma or G.E.D. equivalent, completion of a recognized court reporting program, and certification by the State of Georgia. Preferred qualifications include: Machine Short-hand Reporter, Trial experience, Real-time experience, Real-time Certification (CRR), Registered Merit Reporter (RMR)

Job Summary:

Incumbent in this class performs duties related to recording and transcribing verbatim court proceedings or other hearings before the courts, County tribunals, boards, and/or councils. Responsibilities include maintaining exhibits during court hearings and trials.

Examination:

The examination will consist of an evaluation of education and experience, accomplished by analysis of the application. Application must document that the applicant possesses the minimum knowledge, skills, education and experience as listed to be rated as qualified. If selected, an official, accredited college transcript is required, at time of employment, for all degrees/course work used to qualify for this position.

Knowledge:

Office practices and procedures; Legal and medical terminology; Correct grammar, spelling, and punctuation; Theories and principles of basic mathematics; Laws, rules, and regulations governing court reporting and transcription activities; Court policies and procedures; Court reporting and transcription equipment; Principles and practices of customer service; Personal computers and related software.

How I Learned Realtime Has Its Place

Interview with Angela McCullough, By: Sarah Hamilton

Now that I am in the Case CATaylst class and am getting into higher speeds, I am finding myself worrying about my realtime. I read and hear a lot of things about how important it is when you begin working, and I wanted to be prepared for it as soon as I graduate. I even started using realtime during speedbuilding classes. I was losing sight as to why we were supposed to be reading our steno notes all throughout school when, as soon as we start working, we will always be hooked up to realtime.

My major concern was my personal dictionary. If we are not to be focused on it during school, then will I have to spend hours each week working on my dictionary since I never did? Will it be difficult only reading back from my realtime feed since I won't be used to it? When will my realtime get good enough to allow attorneys or a judge to read it? I needed an inside perspective on all of this, so I contacted Angela McCullough, a recent graduate of CCR, and told her about my concerns and questions. She gave me great answers and relieved all of my worries. Below are the questions I asked her. I believe every student will find this beneficial and a bit of a relief as well.



Was it hard transitioning from writing to paper notes to writing to realtime once you started interning and working?

I don't think this was a hard transition at all. I think writing to paper notes while in school is highly beneficial. It helps your brain register the steno, which makes editing a lot easier. I know that the whole paper note thing is becoming archaic, but I would say that as long as you're in school (until 225 maybe) use paper notes.

How did you go about building your dictionary since you always used paper throughout school?

Actually, this is a natural process. I didn't necessarily take time outside of work to add in random words that I thought should be included in my dictionary. Going out on jobs and editing them afterwards increases your dictionary entries whether you like it or not. Also, the base dictionary we are provided at CCR for Moody Method is very large, and it's a great place to start. Most of the words I have had to add are just misstrokes that I make consistently.

Did you start building it in school or focused more on it once you started working?

I don't think I focused on building my dictionary in school. In school, I was just focused on passing those 225s. If you focus too much on how clean you are writing, you'll never reach the speed you need to graduate. You are going to have misstrokes. That's inevitable. I know reporters who have been working for 30 years and they are still making mistakes. I would say in school focus on speed, speed, speed. Obviously, if you see a word that you are misstroking time and time again, define it and that will make your life a lot easier.

Leave the dictionary building for when you are out working. :)

How would you say your realtime is now?

When I started working six months ago, my realtime was not too good. On any given day I would have an untranslate rate of about 10-12 percent. I was hearing a lot of new words I had never written before, so they weren't translating and I wasn't writing them correctly. Over time I have defined those words, and my ears are used to hearing them. My untranslate rate now is anywhere from 2-3 percent on any given day...unless I get a dense medical dep. Then I'm back to square one!!

COLLEGE OF COURT REPORTING

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

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WWW.CCR.EDU



ANY SUGGESTIONS?

*Your CCR newsletter is always changing.
 Contact Jen at jen.lewis@ccr.edu with
 any ideas that you may have for the next
 one. It is much appreciated!*



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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	1 Denise Leshinger	2 Jamie Naughgle	3 Jamie Benak	4	5
6	7  NO CLASSES Heidi Callahan	8	9 Joelle Maxfield	10  Faculty Meeting Veronica Stewart Finals Prep	11 Holly Reese BreeAnna Hansen Finals Prep	12 Christine Angel Victoria Huntley
13	14 180-200 MULTIVOICE Susanna Gorman Finals Prep	15 Finals Prep	16 Leon Bucsit	17 I-CLASS EVALS DAY/EVENING	18 I-CLASS EVALS DAY ONLY	19
20	21 I-CLASS EVALS Mary Foshee	22 I-CLASS EVALS DAY ONLY	23 SAPs CLOSE 11:59 PM	24 Sindee Baum	25 COURSITES AND COMMUNICATE CLOSE 11:59 PM	26 SEMESTER BREAK BEGINS
27	28	29 John Boutsis	30			1

