

2017 SPRING SEMINAR

Friday, March 31 - Saturday, April 1, 2017

The Beechwood Hotel
363 Plantation Street
Worcester, MA 01605



Sponsored in part by



- Friday, March 31, 2017 -

7:30pm - 9:00pm
Salons I-III

Updated
Town Hall

Educational Presentation: Tools Needed to Maintain Ethics and Compensation (.15 CEUs)

Lisa Phipps, MCRA Director and Legislative Committee Chair
Marianne Kusa-Ryll, MCRA Secretary

This town hall meeting styled presentation will educate court reporters on the changing landscape of the court reporting profession. Working court reporters will learn about the impact of electronic court reporting in the (Massachusetts) court system. The attendees will be updated on the process to get approved for transcription work in the Massachusetts courts as well as working in the court as a per-diem court reporter. NCRA COPE Advisories will be referenced as a tool for court reporters to utilize to protect the record, ensuring that court reporting professional standards and the integrity of the record and the court reporter are maintained. At the conclusion of the presentation, attendees will be given the opportunity to present ideas, voice their opinions, and to ask questions of the presenter and/or panel members.

Light refreshments sponsored by



- Saturday, April 1, 2017 -

8:00am - 8:30am Registration and Continental Breakfast
Ballroom Foyer

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8:30am - 8:45am Welcome & Opening Remarks
Ballroom I-III

Carolyn Rogers, President, MCRA

8:45am - 10:15am Tech Tips for Every Court Reporter (.15 CEUs)

Ballroom I-III

Kimberly A. Smith, CSR, CRR, RDR, Realtime Systems Administrator

MCRA member Kim Smith will share with us the latest software and hardware must-haves for the successful court reporter, as well as nice-to-haves. She will offer time-saving suggestions that are literally at the tips of your fingers. Kim will discuss how to get the most out of your Internet searches, both in preparation for a job (realtime or not) and transcript prep after the fact. She will also discuss e-signature options for electronic transcripts. Lastly, Kim will give us a "tour" of her steno bag and all the tools she takes to every job, as well as what additional equipment she uses for realtime jobs. A question-and-answer session will follow, with attendees sharing any favorite tech tips they have.

10:30am - 10:45am Coffee Break

Ballroom Foyer

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10:30am - 12:00pm Technology (.15 CEUs)

Ballroom I-III

Rick Levy, RPR, FPR, NCRA Director

Today's new technology is yesterday's news. Staying at the top of your game is vital to your success in the court reporting and captioning arenas. Learn the tips and tricks for staying current with new technology to ensure that the services you provide your clients are supported by the latest in hardware and software products.

12:00pm - 12:30pm MCRA Installations of Officers and Annual Business Meeting

Ballroom I-III

12:30pm - 1:45pm
Ballroom IV-V

Luncheon
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1:45pm
University Room

Mass CSR Exam - [Registration/Information](#)

1:45pm - 3:15pm
Ballroom I-III

Affect/effect, principal/principle, complement/compliment (.15 CEUs)
Santo J. Aurelio, Ed.D.

Do you ALWAYS type the correct word? I hope so. Your job could depend on it. Why? Because court administrators and others are installing tape recorders to replace court reporters right now in thousands of courtrooms across the country – and even in deposition venues! YOU can help to counteract this by doing a superb job in every case by capturing every word spoken and spelling those words correctly and with correct punctuation – and I can help, too.

3:15pm - 3:30pm
Ballroom Foyer

Coffee Break *Shea Court Reporting*
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3:30 - 4:30pm
Ballroom I-III

Panel Discussion: Taking the anxiety out of court work (.1 CEUs)
Marianne Kusa-Ryll, CSR, RPR, RMR, RDR, CRR - Federal Official
Susan Garvin, CSR, MSC, RPR - State Official
Lisa Moreira, CSR, RPR, RDR, RMR, CRR - Federal Official DC

With the changing environment in the state court system and the installation of FTR, there may be more opportunities for freelance reporters to work on a per diem basis for the court as well as private-pay clients. One official state and two official federal court reporters will discuss what you will need to know to work in the court system. The panelists will talk about the need for real-time technology, certifications, and understanding issues facing official reporters. Learn the best way to handle everything from the moment you accept an assignment, prepare for the case, walk through the courtroom doors, set up, report jury empanelment, report sidebars, and prepare and file transcripts. Briefs specific to court work will be shared in handouts. At the end of the panel discussion there will be a question-and-answer segment.

4:30pm

Seminar concludes