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OFFICIAL PUBLICATION OF THE FLORIDA COURT REPORTERS ASSOCIATION

MAY/JUNE/JULY 2010



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U.S. Legal Support is dedicated to the professional development of its court reporters and staff through its support of FCRA and the Florida Professional Reporter Certification Program.

Please join us in congratulating these court reporters and support staff who recently demonstrated their commitment to excellence by achieving FPR certification status:



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Congratulations are extended to those who passed the first NCRA Realtime Systems Administrator exam on August 6, 2009, at NCRA's annual convention in Washington, D.C.



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By Susan D. Wasilewski, RPR, CRR, CCP, CMRS, FPR
2009-2010 President



Why is Certification Important?

As an agency owner, I get contacted by reporters looking for work about twice a month. Usually the calls come from reporters in and around Central Florida. The first thing I ask the caller is "Do you have any certifications?" Often, the answer is no. My next question is "Do you belong to any organizations, FCRA or NCRA?" Often, the answer is no. Two no's and your chances are slim to none that I'm ever going to send any work your way... but, hey, thanks for calling.

Certification conveys that you've invested yourself in the profession.

Many professionals in Florida are required to be certified and/or licensed as protocol. A physician has MD or DO behind his name and a dentist has DDS. You probably wouldn't submit yourself to their care if they didn't have the obvious qualifications. There are other service providers that you deal with that you probably aren't even aware that the individuals are certified, like the man who sprays your lawn for bugs and the lady who paints your nails at the salon.

Certification for court reporters is not mandatory in Florida. I feel that even though it is not required, it's a necessity by virtue of common sense. We live in a fast-paced and complex business world. Your certifications are your credentials. The Registered Professional Reporter certification, the RPR, is a minimum standard for reporters. If you hold an RPR, that tells me right away you're proficient on a steno machine and that you've passed three skills tests and a written examination administered by NCRA.

But what does it say to your client? Most clients have no idea what a 200 wpm jury charge entails or what a 225 wpm Q&A even sounds like, but they will automatically understand that a certified reporter has achieved a basic competency level in the field of court reporting. It demonstrates a level of quality and reliability. Clients want to feel secure and know that their record will be protected. Your credentials are an essential part in establishing that.

Certifications also demonstrate an area of specialization. A Certified Broadcast Captioner, a CBC, has obtained a skill set beyond the RPR, and likewise, the Certified CART Provider, the CCP. These certifications are well-known in the captioning and deaf communities, and the recognition of those credentials is growing.

Achieving your certifications is also important in that it requires continuing education to maintain. As a professional reporter it's necessary to remain up to date on the latest technology, techniques and practices in order to ensure your level of competence. You achieve this through attending seminars, reading journals and taking courses. Doctors, nurses, lawyers, judges, and engineers, they all keep learning. It's a good thing.

If you're not certified and not working towards your certification, what's your excuse? I'm often told it's because of the cost, but not being certified could be costing you opportunities to make money. See the first paragraph as an example.

Are you not certified because it's simply not required in Florida and you don't feel you need it? Shame on you. You should check that attitude because it's very telling... it tells those you work for and work with a lot about you.

If you're working towards a certification, the RPR for example, keep at it. You'll get there and it will be worth all your efforts. The sense of accomplishment is something no one will ever be able to take from you.

Let me close by saying that FCRA now offers a voluntary certification called the Florida Professional Reporter, the FPR. It's a written knowledge test on the rules and practices pertaining to Florida court reporters. Registration includes a copy of the Florida Manual, and the course consists of a one-day seminar where the Manual is reviewed in detail, followed by a 100-question test.

We've certified almost 600 FPRs since the program's inception in 2006. The current cost to take the FPR is \$199 for FCRA members and our annual membership dues are \$150...a small investment with a big return.

Please consider the FPR as a starting point if you are working in Florida and are not certified yet. It's a great course, you're bound to learn new things, and you could walk away at the end of the day with new credentials. It's a win-win for you and your clients.

If you know a reporter who does not belong to FCRA and is not certified, please pass this information along to them. It helps us all in the long run. For more information on the FPR, visit www.FCRAFFPR.org.

Thanks for listening.

Editor's Column: Unifying the Trial Court Operations in the State of Florida into a Single Statewide System



Several major events impacting court reporting services have occurred in the state of Florida over the past year. These changes have been made in an effort to further support the establishment of a more uniform, effective, and efficient delivery of court reporting services in the trial courts in Florida. FCRA has been closely monitoring these events and has been working proactively to educate and help shape the uniformity of court reporting services in our state. Below is a summary of the events that have occurred.

On April 6, 2009, FCRA's then vice-president, now current president Susan Wasilewski, along with Donna Kanabay, Paulita Kundid, Louise Pomar and Betty Sue Vincent, attended oral arguments held before the Florida Supreme Court pertaining to proposed revisions to rules governing court reporting services. The link to the video of the oral argument is: <http://www.wfsu.org/gavel2gavel/archives/09-04.html>.

My article describing our attendance at that event appeared in the Summer 2009 edition of *FCR OnLine*.

These revisions were recommended by the Commission on Trial Court Performance and Accountability (TCP&A) in an October 2007 report. Recommendations for the Provision of Court Reporting Services in Florida's Trial Courts and by the Florida Bar Appellate Rules and Rules of Judicial Administration Committees. The link to this report is: http://www.flcourts.org/gen_public/TCPACtReportingFinalReport.pdf.

Susan Wasilewski and Donna Kanabay, who led the Florida Coalition on Court Reporter Certification, put in an extraordinary amount of time working with Stanford R. Solomon, Esquire, who was interested in updating the rules of Florida as well as addressing court reporter certification, and Thomas Saunders, Esquire, who ultimately appeared before the Florida Supreme Court on April 6, 2009 on behalf of FCRA regarding certification and the proposed rules changes.

On July 16, 2009, the Florida Supreme Court issued an opinion, No. SC08-1658, titled "In Re: Amendments to the Florida Rules of Judicial Administration and the Florida Rules of Appellate Procedure – Implementation of Commission on Trial Court Performance and Accountability Recommendations" regarding revisions to the Florida Rules of Court pertaining to court reporting. Most of the proposed amendments were adopted; however, amendments that would restrict disclosure of electronic recordings were not. They felt that access to these recordings should not be denied.

The link to this opinion is: <http://www.floridasupremecourt.org/decisions/2009/sc08-1658.pdf>.

In November 2009, the TCP&A issued a supplemental report recommending modifications to some of the stan-

dards of operation and best practices originally submitted in the October 2007 report, which were still pending with the Court at that time, in an effort to ensure consistency with the new rules. The link to this report is: http://www.flcourts.org/gen_public/court-services/bin/CourtReportingSupplementalReport2009.pdf.

On January 7, 2010, the Florida Supreme Court issued an administrative order, AOSC10-1, which adopted the standards of operation and best practices proposed by the TCP&A in both the October 2007 report and as revised in the November 2009 report. This order covers everything from court reporter qualifications to preventing the recording of confidential communications to ownership of the official record to producing copies of recordings and more. The link to this administrative order is: <http://www.floridasupremecourt.org/clerk/adminorders/2010/AOSC10-1.pdf>.

On March 5, 2010, the Office of the State Courts Administrator (OSCA) held the first quarterly conference call with court reporting managers, trial court administrators and court technology officers statewide to give an overview of recent events impacting court reporting services, to give an update on the Digital Court Reporting Technology Workgroup, and to discuss implementation issues regarding the recent rules changes.

The purpose of these quarterly conference calls is to provide support to the 20 judicial circuits in Florida and to help them actualize the standards outlined in AOSC10-1. As stated in the Spring 2010 edition of *Full Court Press*, the official newsletter for the Florida State Courts, under *Performance and Accountability, Court Reporting Standards of Operation and Best Practices*, "The burning goal now is to begin implementing its recommendations: 'Now the real work (or, as Ms. Buckingham calls it, the fun part') begins: effectuating the change." Sharon Buckingham is the Senior Court Operations Consultant with OSCA and lead staff to the Commission on TCP&A. The link to OSCA's quarterly newsletters is: http://flcourts.org/gen_public/pubs/fullcourtpress.shtml

As Manager of Court Reporting Services in the Seventh Judicial Circuit, I will be participating in these quarterly conference calls and will keep you up to date on this endeavor to unify the trial court operations into a single statewide system and how it affects the stenographic court reporter, the digital court reporter, the closed microphone reporter or the voicewriter, and the Florida Court Reporters Association as a whole.

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MARK YOUR CALENDAR!

FCRA Mid-Year Conference

Buena Vista Palace
Lake Buena Vista, FL
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Upcoming Florida Professional Reporter (FPR) Test Date

June 11, 2010,
in Orlando, Florida, at
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On the National Scene...

Stenograph Announces New Leadership at Denver Academy of Court Reporting

Stenograph is pleased to announce a new and highly accomplished educational leadership team at Denver Academy of Court Reporting.

Each individual has been carefully considered and appointed by Stenograph, the school's parent company, for their unique strengths and experiences.

Sue Kuhl became Campus Director in January this year.

Kuhl originally joined Denver Academy as Academic Dean in September 2009 and quickly proved her ability to make considerable strides in both faculty and student satisfaction.

Kuhl brings extensive experience to her role. Recent experiences include adjunct faculty member at Metropolitan State College, Online Coordinator for DeVry University, Associate Academic Dean at Parks College, and as Strategic Project Manager for Bright Star Education Group.

Kuhl earned her Master of Arts in Socio-Legal Studies from Thames Valley University, a Bachelor of Arts in Political Science from Behrend College of Pennsylvania State University, holds a Certificate in General Paralegal Studies, and has also completed her coursework for a Doctorate in Leadership in Higher Education from Capella University.

Dale Meyer is the new Dean of Academic Affairs.

Meyer was most recently School Director at the Institute of Business and Medical Careers in Greeley, CO. He also has experience as Online Coordinator and Instructor with Everest College.

He holds a Bachelor of Arts in Kinesiology Education from the University of Northern Colorado and an Associates of Arts in Business Administration from Aims Community College.

Luke Henderson has been appointed Online Coordinator and will handle responsibility for all aspects of the school's distance education program.

His experiences include Director of Operations, Director of Student Services and Residence Life, Career Counselor, and Executive Assistant to the President at Colorado Heights University. He also spent time as Residence Life Coordinator for Tyler Junior College.

Henderson earned his Master of Business Administration from the University of Phoenix, holds a Bachelor of Science in Journalism from the University of Texas at Tyler, and an Associate of Arts in History from Tyler Junior College. He is currently working on his Doctorate of Management in Organizational Leadership from University of Phoenix.

"This team is uniquely positioned to improve the educational programs and the educational experience of the students at Denver Academy of Court Reporting," said Dave Wynne, Sr. Vice President of Stenograph. "They are also positioned to expand our online programs throughout the Rocky Mountain Region," he said.

Stenograph is dedicated to supporting the court reporting community and its programs. The company is the No. 1 manufacturer and marketer of shorthand writers and computer-aided transcription software, offers online education and provides other industry-related supplies. It also owns both the Prince Institute of Professional Studies and Denver Academy of Court Reporting. For more about Stenograph, visit www.stenograph.com.

For more details about Denver Academy of Court reporting, please visit www.denveracademy.edu or call (303) 427-5292.



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On the National Scene...

And Justice for Some: L.A.'s Shrinking Court System

This article was reprinted from Time Magazine, <http://www.time.com> • Sunday, March 21, 2010

By Kevin O'Leary / Los Angeles

Caught in the cross-hairs of California's state budget crisis, the Los Angeles Superior Court — the largest trial court system in the nation — this week laid off 329 employees and closed 16 courtrooms. Facing an unprecedented \$79 million shortfall, Presiding Judge Charles W. McCoy said that the courts will lay-off an additional 500 workers and shutter up to a total of 50 courtrooms come September. Announcing the cutbacks in a courtroom closed months ago to save money, McCoy said, "Today is a sad day for justice in Los Angeles." With attrition, McCoy expects the 5,400-employee court system to lose approximately 1,000 employees, a 20% reduction.

The 16 closed courtrooms handled criminal, family law, civil law along with complex litigation and small claims case loads. Similar cuts are taking place in courts across the state. McCoy says the 100,000 Angelenos who use the courts each day can expect growing case backlogs, longer lines and delays in processing judgments. Among those losing their jobs: clerks, court reporters and supervisors. Judge Marjorie Steinberg says her family law departments are losing mental health professionals who help parents negotiate their disputes before they go to court: "You can imagine how tough that is on a family, and on the children, whose parents are fighting." ([Will shrinking California save it?](#))

The courts, which make up 2% of the state budget, have thus joined the slash-and-cut regimen that has befallen school districts, cities, and social services across California as the state deals with a \$21 billion shortfall this year. (That comes on the heels of last year's \$40 billion deficit.) ([See how California's crisis has hit its prized universities.](#))

The trial system will not be affected uniformly. Statutory and constitutional guarantees in the criminal justice system protect the right to a speedy trial, says Allan Parachini, spokesman for the Los Angeles Superior Court, so "we really can't go to the criminal courts for the cuts... what is happening is that resources are being bled out of other areas, especially civil, to make sure we can meet all our obligations in criminal." Ten years ago the average time to trial in a general civil case in Los Angeles County was an eye popping five years. Reforms and increased efficiency reduced the wait to 16 months but Parachini says he expects civil case delays to spike again.

"In addition to the impact on the civil courts, our family and juvenile courts are about to take huge hits," says Don Mike Anthony, president of the Los Angeles County Bar Association. He says custody orders, divorce and child support matters that now take 30 days will soon take four months. In addition, the court will no longer provide financial support and supervising personnel to the Court-Appointed Special Advocates (CASA) program which works on behalf of abused, neglected and abandoned children involved in dependency court matters. Among the mundane cuts, a reduction of the popular night traffic court from twice to once a month.

"We have explored every financial scenario before taking this action, but more than 80% of our budget goes to salaries and benefits, which forces today's drastic measures," said McCoy. With annual court budget deficits expected to be as high as \$140 million over the next four years, court officials say up to 1,800 staff positions may be eliminated. Last year, the California judicial council instituted a one-day per month closure of all state courts as both a cost-savings. "The unintended yet inevitable symbolism of 'Closed' signs on our courthouses — institutions that embody our nation's revered democratic ideas — is a graphic indication of the severity of California's economic crisis," said California Chief Justice Ronald George addressing the state legislature last year. "For many Californians the courts represent their primary — and sometimes their most important — interaction with state government. Courts are not a luxury to be funded in good times and ignored in bad times."

Meanwhile, the negative economic ripple effect of cuts to the Los Angeles civil courts could result in a nearly \$30 billion hit to the local economy over the next four years, according to a study commissioned by the Los Angeles Superior Court. According to the study, the legal services industry would take an estimated \$13 billion loss and businesses operating in uncertainty, because of pending civil disputes, would accumulate another \$15 billion in potential losses. The decline in economic activity would then result in an additional \$1.6 billion in losses.



On the National Scene...

Stenograph™ Launches Writer for a Cause



It's fresh, it's new and it's a color with a cause. Introducing the limited edition Pink Ribbon Diamante™.

The Diamante is available in colors Blue Ice and Platinum Gray. Now, thanks to customers' request, Stenograph is proud to unveil pink as a third color option. The limited edition Pink Ribbon Diamantes will only be

available until the end of October this year.

Don't let this writer's sleek curves and rosy, shining finish fool you. The Pink Ribbon Diamante has more to it than good looks; it's a writer with a cause.

Stenograph has pledged to donate a portion of the proceeds from each Pink Ribbon Diamante to the National Breast Cancer Foundation. In addition, customers who purchase this writer have the option to add their own

donation. Stenograph will match these additional donations up to the amount of \$50.

As a company that serves a market in which women are the majority and a company whose many employees have been both directly and indirectly affected by breast cancer, this cause has been near to our hearts for a long time. For years, Stenograph employees have participated in an annual fundraising event spearheaded by our employees and Stenograph has also contributed greatly.

We see the Pink Ribbon Diamante as a natural extension of our longstanding, companywide commitment. We invite our customers to join with us this year as we support the National Breast Cancer Foundation in its mission to spread knowledge and foster hope in the fight against breast cancer.

"The Pink Ribbon Diamante is a great way for us to share and give back some of the tremendous success of the Diamante to those whose lives have been touched in some way by breast cancer," said John Wenclawski, Stenograph's president.

For more information about the Pink Ribbon Diamante, visit www.stenograph.com or call 800-323-4247 to speak to a representative.

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For Small Business, Free Samples Can Pay Off

Reprinted from *The Miami Herald* website; posted on Feb. 23, 2010

By *Cindy Krischer Goodman*

A year ago, I would have called myself a journalist. Today, I am an entrepreneur tackling a variety of challenges I didn't anticipate. I find myself confronted with this question: How much do you give to get?

I'm not talking about charity. Rather, in courting new business or servicing existing clients should I give my time and expertise away for free and call it necessary marketing?

Many small-business owners — both the seasoned pros and the new entrepreneurs — tell me they struggle with this issue. Time is a scarce commodity, and when you are trying to balance work and family or putting in 12-hour days to earn enough to pay the bills, every minute has value.

Sometimes investing time and offering your services at no cost to make the first sale pays off in the long term. But even when you give something for free, customers aren't always loyal or their expectations only increase.

"You have to know what your boundaries are," publicity guru Jill Lublin told me. Lublin has given free workshops to promote her for-profit course on PR strategies, only to have attendees want free follow-up advice.

She has come up with a tactic for handling that scenario: "I ask them, 'Are you going to be working with me? If not, can you wait over here. If I have time, I will answer your questions later.'"

Most business people say the expectation of "free" has become even more problematic as the economy has worsened.

With less money flowing in, for-profits and nonprofits alike are asking their service providers — accountants, lawyers, publicists — to do more without extra pay. Professionals say they are forced to weigh how much time they can afford to give to keep the client happy and still stay solvent.

PESSIMISM: The intense competition has left entrepreneurs feeling pessimistic about the prospects for their business in 2010, the Kauffman Economic Outlook shows.

One friend of mine, a trusts and estates lawyer, takes a hard line on giving to get: "Never give anything away for free. It devalues your product or service," he insists.

But others consider it a crucial component of a business owner's marketing strategy. The key, they say, is to approach it strategically.

Sally Grant, co-owner of Dream Dinners of Sawgrass, runs a company in which customers book sessions at her shop to assemble meals to cook at a later time. She and co-owner Nicole Marefka are often asked to donate their time and food at events for people to sample at no charge in return for exposure. "We've done events where we walked away feeling it wasn't worth our time."

For Grant, like most of the 30 million small business owners in

America, time is an issue. "I put in 60 hours a week with the business, and my partner has a full-time job and handles the bookkeeping and paperwork," Grant says.

Now, each request is carefully weighed for the long-range benefit, whether it will open up a new audience or give them an opportunity to get their message across. "It's not necessarily about direct business," she says.

EXPECTING MORE: H. Allen Benowitz has a different take. Benowitz has two South Florida businesses. He is a commercial photographer and he sells and rents video conferencing equipment. Benowitz believes in discounting services or working out a payment plan rather than giving anything away for free. "People like to feel like getting some value, but when you give anything for free, people expect more and more."

Of course, relationship building often requires making a time commitment to lure business without any guarantee of payment. Finding the boundary there, too, can be tricky.

Jim Gilbert, owner of a Boca Raton direct marketing agency, says he once spent a year working with someone who planned to hire him, but never did. Still, he has had other experiences in which giving away his expertise, especially on his blog and in speeches, has helped him build relationships that have paid off. His advice: "Only give to a point."

Changing marketplace dynamic can be a factor, too. Some businesses can't afford to hire service professionals now, but hold the possibility of doing so in the future. Hilda Mitrani, a marketing consultant, spent weeks courting a real estate company only to learn it was postponing hiring her. But that hasn't discouraged Mitrani who now uses these two criteria when working for free: "If I do a good job, does this person have the ability to refer business and will this person consider hiring me when the economy rebounds?"

NO ALTERNATIVE: Adds Mona Marshall, an HR consultant who helps small businesses navigate labor laws: "I could sit there saying I won't give anything for free, but I'd be home twiddling my thumbs waiting for the phone to ring. Those who show consideration in hard times will be remembered in good times."

As for me, now a freelance writer, speaker and expert on work/life issues, I'm following the advice Lublin gave me: "When people see you giving freely, they get a feel for your skill, knowledge and expertise and they'll be inclined to hire you."

Cindy Krischer Goodman, is CEO of BalanceGal LLC, a provider of news and advice on how to balance work and life. She can be reached at balancegal@gmail.com or read her columns and blogs at <http://worklifebalancingact.com>.

In Memory of Patricia Smith

By Michele Faconti and Karen Bellemare



Pat's court reporting career spanned 42 years starting out as an official reporter in Paterson, NJ. After a few years, Pat and her husband relocated to Florida where she obtained a position with Raymond & Everman as a court reporter and then was their managing court reporter in the Treasure Coast area. Eventually Pat decided to spread her wings and became a partner in Florida Court Reporters. In 1996, the three of us formed Court Reporters, Inc., where

not only was she our partner and friend, but someone we considered a sister for the past 13 years. She was a member of NCRA and FCRA where she had once served on the Board of

Directors as Chair of Membership. Pat held the designations of CSR in New Jersey, RPR through NCRA, and FPR through FCRA.

Pat was a generous and caring person, having been the caregiver for her grandmother, mother and stepmother. Pat fought her battle with glioblastoma with the same positive, courageous attitude that she lived her life with and there will not be a day that goes by that we won't think of her and miss her.

Pat is survived by her husband, William Thomas Smith, of Port St. Lucie; son, William Thomas Smith, II, of Newington, CT; father, John Cheppo of Lady Lake, FL; brother, Robert Cheppo of WV; and two grandchildren, Alex and Sara. She was preceded in death by her mother, Victoria Cheppo.

Discover the Magic Kingdom of Court Reporting

By Sandi Estevez, CSR, FPR, 2010 Mid-Year Conference Chair



Join us in June for the FCRA Mid-Year Conference being held at the Lake Buena Vista Palace Hotel & Spa, located across the street from Downtown Disney!

Have you taken the Florida Professional Reporter (FPR) certification seminar and exam? If not, be sure to register now! The examination sold out at our Annual Convention. Whether you're a veteran reporter or fresh out of school, this seminar and written skills exam is a must for all Florida court reporters.

After the FPR exam, we'll kick off the weekend festivities with a Disney-themed President's Welcome Reception that will be held in the exhibit hall starting at 5:30 p.m. This is a great opportunity to mingle with friends, old and new, and check out the fun new gadgets that our exhibitors have on display.

On Saturday bring your appetite for education as we sample a smorgasbord of reporting methodologies in our Epcot of Court Reporting Technology Expo. Each magical hour will be a different type of court reporting presentation and live demonstration on the following topics:

- Voice realtime reporting presented by Ginny Surrency
- CART and Remote CART by Gayl Hardeman, Julia

- Obregon and Lisa Johnston
- Captioning by Mike Cano
- Digital reporting by Tom Runfola
- Stenographic realtime reporting by Rick Greenspan and Susan Wasilewski
- Electronic reporting in the courtroom by Gillian Lawrence.

What a great way to educate ourselves on the court reporting industry's current technologies.

Saturday evening is an open evening to enjoy the local restaurants, shops and attractions. At 8:00 p.m. the FCRA Hospitality Suite at the Buena Vista Palace will be open to all attendees for more social networking and fun!

Sunday, June 13th, Gino Butto, CIO, from the Orange County Clerk of Courts will be speaking to us about Electronic Filing in the Courts.

And we will conclude the Mid-Year Conference with a Town Hall Discussion: "What does the future hold for 21st century reporting?" This is a great follow-up to our Saturday presentations. All of our technology presenters, FCRA membership and FCRA board of directors will be present for an informative, enlightening open forum discussion and question/answer session on the status quo of court reporting.

For hotel reservations call 866.397.6516, and to register for the FPR exam or the Mid-Year Conference visit our website at: www.fcraonline.org.

We look forward to seeing you all in Orlando!

FLORIDA COURT REPORTERS ASSOCIATION FUNDRAISER



Your Chance to Win up to \$5,000!!*

FCRA needs your support!

Do you have family or friends in the court reporting industry?

This is a great way to support your local court reporters AND have your name entered into a drawing for a chance to win up to \$5,000!!

For each \$50 donation you make,
your name will be entered one time
into the drawing.

Drawing limited to first 200 entries.

Winner will be announced at the FCRA Mid-Year Conference
Lake Buena Vista (Orlando), Florida
Saturday, June 12, 2010
Annual Business Luncheon
(Need not be present to win)

To make your donation and have your name entered in the contest, visit our
Web site: www.fcraonline.org. Click on the Fundraiser Button.

Contact Info: Sandi Estevez, Fundraising Chair. sestevez@uslegalsupport.com

*If fewer than 200 entries are received, the drawing will be calculated on a 50/50 split.

(FCRA is a not-for-profit professional association and is designated as a 501(c)(6) organization under the Internal Revenue Service Code. Contributions to FCRA are not deductible as charitable contributions. We suggest you consult your tax advisor with regard to your donation.)



January 2010 NCRA Test Results

Congratulations to the following person who became certified as a result of the January 2010 RPR and CLVS written knowledge tests:

Carla Geiger, Ocala, FL

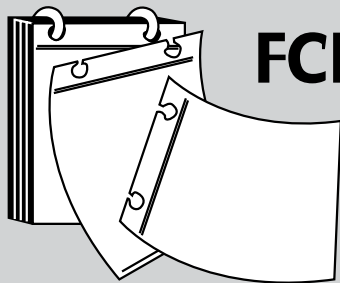


New Kid on the Block!

Elaine York, who is employed by Kautter Management Group, FCRA's Association Management Company, gave birth to a bouncing baby boy on Friday, February 12, 2010. Joshua Holden York weighed in at 9 pounds, 2 ounces, and measured 21" long. He joins his almost 5-year-old brother Jay who is most ecstatic to be a "big brother."

Elaine is the creative one who does all the graphic design work for FCRA's printed and electronic communications.

Best wishes, Elaine and family, from the FCRA Board of Directors and its members.



FCR Online Deadline Dates

(Fall) Aug/Sept/Oct..... July 5, 2010

Publication Date Aug. 12, 2010

(Winter) Nov/Dec/Jan Oct. 5, 2010

Publication Date Nov. 12, 2010

(Spring) Feb/Mar/Apr Jan. 5, 2011

Publication Date Feb. 12, 2011

(Summer) May/June/July April 5, 2011

Publication Date May 12, 2011



www.fcraonline.org

Check it out
today...

ENGLISH “FOE PAWS” REVISITED, PART “DOO”

By Lisa Selby-Brood, RPR

Greetings, All! Lisa B. here with a little more on this subject of English boo-boo's!

First things first: My profound apologies to Katherine Milan, the author of the original *Foe Paws* article in the October/November/December 2002 issue of the *Florida Court Reporter*. I had given credit to the King/Emerson team, much as I love them, but I finally found the original page one and there was Katherine's name. So Katherine, wherever you are, again my apologies for not giving credit where credit was due.

As I said in the last article, I urge you to dig this up through the archives and print it out and keep it with you. There are so many good things in there, and I don't want to repeat them. I still refer to this from time to time; and yes, you never know when they're going to pop up.

Case in point: In the February 2010 issue of the *JCR* there is a wonderful article under student reporting written by a young lady who won second place CASE Student Scholarship for this essay.

And right there in the middle, there it is: "...she wrote about letting go of the security blanket of her reporting firm in favor of navigating the uncharted waters of freelance reporting." It's uncharted territory or water, not uncharted. (Think of the charts that they used to navigate ships.)

Now, whether she missed it or the *JCR* proofers missed it (and by the way, proofing the *JCR* is great practice; they miss quite a bit), SOMEBODY missed it.

And again, nobody besides a court reporter would pick up on something like that; but then again, this is, after all, a court

reporter's magazine. Bottom line, if you're not sure, CHECK.

And now, as a promise to my boss, here is one of her pet peeves. And yes, until she brought it up to me, I would have done it the wrong way, too!!

Hear! hear! is an expression used as a short repeated form of Hear him! hear him! It represents a listener's agreement with the point being made by a speaker.

It was originally an imperative for directing attention to speakers, and has since been used, according to the Oxford English Dictionary, as "the regular form of cheering in the House of Commons," with many purposes depending on the intonation of its user. Its use in Parliament is linked to the fact that applause is normally (though not always) forbidden in the chambers of the House of Commons and House of Lords.

It is often incorrectly spelled "Here! here!" especially on websites and IM.

The phrase Hear him! hear him! was used in Parliament.

Okay. I'm not going to put in any others this time around, but I just wanted to show you how often they crop up.

I will wrap this short article up with the strong admonition that I hope to see you all in Orlando at the Mid-Year Conference, and next time I plan to write on "Gotta love that Latin," some of my favorite words and phrases that crop up that really, if you've never heard them before, make you almost open your mouth and say, "Say what?"

Until next time, keep writing!

UPCOMING EVENTS CALENDAR 2010

June 11 FCRA's Florida Professional Reporter (FPR) Seminar & Certification Exam
Buena Vista Palace, Walt Disney World, Orlando, FL
Information posted on the FCRA/FPR website
www.fcrafp.org

June 11 - 13 FCRA Mid-Year Conference
Buena Vista Palace, Walt Disney World, Orlando, FL
Information posted on the FCRA website
www.fcraonline.org

June 19 - 20 NCRA CLVS Production Examination
Seattle, Washington
Information posted on the NCRA website
www.ncraonline.org

June 23 AAERT Conference Examinations
SpringHill Suites by Marriott, Gasparilla Room
Tampa Westshore Airport
4835 West Cypress Street, Tampa, FL 33607-4716
Information posted on the AAERT website
www.aaert.org

June 24 - 28 AAERT at Sea 2010 Annual Conference
Onboard the Carnival Inspiration
Embarkation at Tampa, FL
Information posted on the AAERT website
www.aaert.org

Please notify Louise Pomar, Editor, lbp1958@aol.com, of any upcoming events that you would like to appear in the "Upcoming Events Calendar."



Temp Files: To Delete or Not to Delete?

Q. Is it safe to delete everything in my Temporary files folder? I notice that some of the files are several years old, while others are only a couple of days old. Can I delete everything and wipe the slate clean?

A. C:\WINDOWS\TEMP is a folder set aside for files that a program creates while it is running. If you open a document in Microsoft Word, for example, the program creates a number of temporary files to keep track of editing changes so you can undo them later, if necessary.

It's safe to delete everything in your C:\WINDOWS\TEMP folder, except files that display the current date, because those might be in use or needed while a program is being used. Anything older than the current date is fair game. To delete your temporary files, using Windows Explorer (Windows Key + E), navigate to your C:\WINDOWS\TEMP folder and click View > Details. Click the "Modified" or "Date Modified" column headings to sort the files by date.

Select files that are dated before the current date by clicking the first file you want to delete, holding down the SHIFT key and clicking the last file. All files between your first and last selections will be highlighted. If you need to delete non-contiguous files, meaning files incapable of spreading disease -- no, wait, that would be non-contagious files. Sorry. If you want to delete files that aren't next to each other, hold down the CTRL key, instead of the SHIFT key, and click only the files you want to delete. Once your selected files are highlighted, press the

DELEte key.

Q. I bought an external drive that requires a USB 2.0 port. I'm not sure what my computer has? How can I tell?

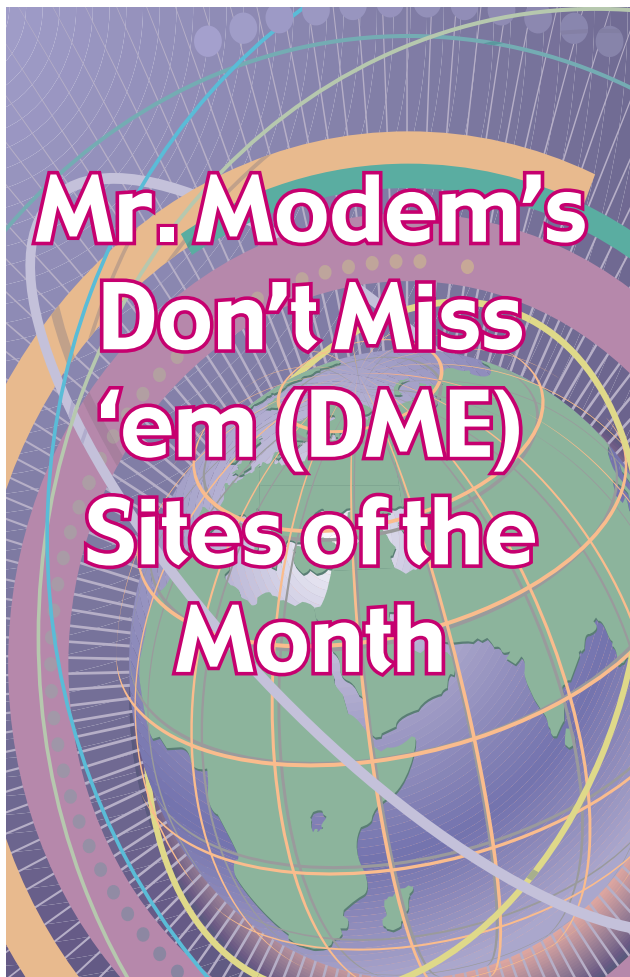
A. A quick visit to your Device Manager will let you know if you have USB 2.0 or USB 1.x, so right-click My Computer > Properties > Hardware tab > Device Manager button.

Scroll down and click the little plus (+) sign in front of "Universal Serial Bus Controllers." Look for "Standard Enhanced PCI to USB Host Controller." The wording may vary, but the key word is "Enhanced." If it's "Enhanced," it's USB 2.0; if it's not, then it's USB 1.x. As a low-tech alternative, plug in your device and see what happens. At best, it will work; at worst, it won't.

Q. I bought a new printer so I need to uninstall my old one. Can you explain how to do that? I'm using Windows XP, if that matters.

A. To remove your old printer, click Start > Printers and Faxes, then right-click your old printer icon and select Delete. You'll be asked to confirm the deletion.

Removing your old printer may not remove extra drivers and/or support software, so you may need to remove those items manually. To do that, go to your Control Panel > Add/Remove Programs, and look through the list for anything that relates to your old printer by name. If you find something, click to select it, then click Remove. If anything fails to budge, use the free Revo Uninstaller (www.revouninstaller.com).



Online Einstein: No, this isn't my new Web site, but thanks for thinking of me. Those who are interested in learning more about the man behind the Theory of Relativity and $E = MC^2$, will enjoy this informative site. Be sure to visit "The Gallery," a virtual tour of Einstein's personal papers, notebooks, diaries, and other documents that reveal major influences in his life and work. www.alberteinstein.info

Palabea: An online educational Web site and social community that provides the opportunity to learn and practice foreign languages. Palabea users can access video lessons, podcasts and multimedia educational material, plus information about language schools. Users can also engage in online conversations in a foreign language and either play teacher or assist others. The three "official" languages of Palabea are English, German and Spanish, but you can connect with individuals speaking everything from Afrikaans to Vietnamese, but sadly, not my native tongue, Tagalog. www.palabea.net

Whichbook: If you have ever had a hankering to curl up with a good book that aligns with your mood, here's an unusual and innovative way to locate just the right match. The process begins with a few questions to help narrow down what it is you're looking for in a main character or setting; are you looking for a story that is both unpredictable and a little sad, or perhaps a challenging book that's inspirational—but not so inspirational that you'll be inspired to get off the couch? Recommendations are accompanied by each respective book's availability in libraries throughout the U.K. Non-U.K. readers need not despair, however. The recommendations are excellent, regardless of your location. www.whichbook.net

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 1640 and receive TWO free months with your 12-month subscription! To view a sample issue or subscribe, visit www.MrModem.com.



2010 Mid-Year Conference

June 11-13, 2010 • Buena Vista Palace • Lake Buena Vista (Orlando), Florida

TOPICS INCLUDE

- Electronic Reporting in the Courtroom
- CART and Remote CART
- Voice Realtime Reporting
- Stenographic Realtime Reporting
- Captioning and Encoders
- Digital Reporting
- Vendor Breakouts/Software Training
- Electronic Filing in the Courts
- What Does the Future Hold for 21st Century Reporting?

LOCATION: The beautiful Buena Vista Palace. See our website for special room rate of only \$99 or call 866-397-6516 for reservations. Mention FCRA to get the rate.

REGISTRATION FEES

Until April 30, 2010: \$340 Member/\$410 Non-Member each

May 1st - June 1st: \$380 Member/\$450 Non-Member each

After June 1st: \$400 Member/\$475 Non-Member each

For the most current information and to register, visit www.fcraonline.org or call 407-774-7880.

SCHEDULE OF EVENTS

Breakfast & Breaks Daily

FRIDAY

Florida Rules & Ethics Certification Seminar and Exam (Separate Registration Required)
Welcome Reception with Exhibitors

SATURDAY

General Sessions 8:00 am - 6:15 pm
Luncheon & Business Meeting
Exhibits All Day
Hospitality Suite Open to All Attendees at 8:00 pm

SUNDAY

General Sessions 9:00 am - 12:15 pm

Topics, faculty and schedule subject to change.

All About Contractions: A Southern Grammar Lesson

By Shirley P. King, RPR, CLVS, FPR, Contributing Editor

TRANSCRIBING THE SOUTHERN DRAWL

"You all" is pure singular form.
 "Y'all" is the singular form contraction.
 "Y'all's" is the singular possessive form.

"All you all" is pure plural form.
 "All y'all" is the plural form contraction.
 "All y'all's" is the plural possessive form.

Now, consider that y'all is 100% grammatically correct. It is simply a contraction of you and all.

Think of isn't or doesn't — and all the other contractions out there. Aren't they grammatically correct? Absolutely, yes, they are.

NOW REVIEW THE RULES OF CONTRACTIONS.



"Use the apostrophe with contractions. The apostrophe is always placed at the spot where the letter(s) has been removed."

This one rule is infinitely useful when witnesses and attorneys alike start "making up" the words.

TIP: THE ANSWERS ARE LITERALLY AT YOUR FINGERTIPS 24 HOURS A DAY. ANY question you have on punctuation can be this easily answered by Googling it. I started this article by entering "y'all" into the "search" box. Be prepared to go into a time warp as one question will lead you to another related area and you can just cruise around for an hour before you realize how much time you have spent. I know that most of you are already doing this, but I am constantly reminded by the questions I get, that also many of you are not fully utilizing your internet resources. If you can't remember whether the question mark goes in or outside of the quotation marks, ask Google or Yahoo or Ask Jeeves or whatever you want to use. Enter in the search box "question mark quotes" to get started and you will usually get some suggestions that will help with your search.

From Wikipedia, the free encyclopedia

Apostrophes with Verb Contractions

Apostrophes generally show missing letters in contractions. In most formal writing such contractions should be avoided.

The most common contractions involve **verbs** in **five** situations:

1. Verbs with **not** contracted, or shortened.

Examples: aren't, don't, isn't, wasn't, can't, weren't, wouldn't, doesn't, hasn't, haven't, couldn't

Note: The word **won't** is a contraction of **will not**—in older dialects **will** was often spelled with an **o**. The word **shan't** for **shall not** is seldom used in the United States. The word **ain't** is

considered nonstandard.

2. Pronouns with **will**.

Examples: I'll, you'll, he'll, she'll, they'll

Note: In conversation the word **will** is often slurred and may show up in dialogue as 'll after most nouns, e.g., "John'll come home soon."

3. Pronouns and nouns with the verb **to be**.

Examples: I'm, you're, who's (i.e., *who is*), he's, she's, it's, we're, they're

Note: In conversation the word **is** is often contracted with nouns, e.g. "Martha's here." See also [Other Contractions](#).

Please note four confusing contractions: who's, it's, you're, they're. Remember, the apostrophe indicates that letters have been left out.

who's = who is or who has, you're = you are, it's = it is or it has, they're = they are

The possessive of **who** is **whose**.

Correct: Who's coming with me? (Contraction)

Correct: Whose book is this? (Possessive)

4. Pronouns with the verb **to have**.

Examples: I've, he's, you've, we've, they've

(Note that the 's could stand for **is** or **has**.)

See below for the contractions with **had**.

Note: Sometimes the word **have** is slurred, especially after verbs like **would**, **could**, and **should**. In dialogue this can be shown as 've, but **never** as of.

Incorrect: We would of like to have gone.

Correct: We would've liked to have gone. (To show contraction in speaking)

Correct: We would have liked to have gone. (In more formal writing)

5. Pronouns with **would** or **had** contracted.

Examples: I'd, he'd, she'd, you'd, we'd, they'd

I'd better go. (*I had better go.*)

He'd want to go. (*He would want to go.*)

In everyday conversation the word **would** is often slurred and may be shown as 'd following a noun in dialogue, e.g., "John'd be upset if he found out."

Continued on page 18

All About Contractions: A Southern Grammar Lesson

Continued from page 17

[More from Wikipedia:](#)

Contraction (grammar)

Jump to: [navigation](#), [search](#)

This article is about contraction in English grammar, which involves [elision](#). For contraction in [Ancient Greek](#) and [Latin](#), the [coalescence](#) of two vowels into one, see [synaeresis](#).

In current English usage, **contraction** is the shortening of a word, syllable, or word group by omission of internal letters. ^{U:p:167} In [traditional grammar](#), contraction can denote the formation of a new [word](#) from one word or a group of words, for example, by [elision](#). This often occurs in rendering a common sequence of words or, as in [French](#), in maintaining a flowing sound.

In strict analysis, contractions should not be confused with [abbreviations](#) or [acronyms](#) (including initialisms), with which they share some [semantic](#) and [phonetic](#) functions, though all three are connoted by the term "abbreviation" in loose parlance. ^{U:p:167}

Contractions may perform the same function as abbreviations. Strictly, an abbreviation is formed by omitting the ending of a word, for which a full point (or [full stop](#) or period) is substituted, e.g., Lieut. for "Lieutenant." Contractions omit the middle of a word, and are generally not terminated with a full point, e.g., Ltd for "Limited." However, US style uses more points than British style does, e.g., commonly, in Jr. instead of Jr for "[Junior](#)."

An informal type of contraction occurs frequently in speech and writing, in which a syllable is substituted by an apostrophe and/or other mode of elision, e.g., can't for "cannot", won't for "will not". Such contractions are often either negations with not or combinations of pronouns with auxiliary verbs, e.g., I'll for "I will". Informal examples include ain't for "am not" or "is not", and wouldn't've or even wouldn've for "would not have". At least one study has sought to analyze the category of negative informal contractions as the attachment of an inflectional suffix.

A commonly used English contraction of two words that does not fall into either of the above categories is *let's*, a contraction of "let us" that is used in forming the [imperative mood](#) in the first-person plural (e.g., "Let's go (somewhere)"). Use of the uncontracted "let us" typically carries an entirely different meaning, e.g., "Let us go (free)". "Let us" is rarely seen in the former sense and "let's" is never seen in the latter one.

Informal contractions are, by their nature, more frequent in speech than writing, e.g., *John'd fix your television if you asked him*. Contractions in English are generally not mandatory as in some other languages. It is almost always

acceptable to write out (or say) all of the words of a contraction, though native speakers of English may judge a person not using contractions as sounding overly formal.

Common single-word contractions include: *St* for "Saint" (in proper names), *ma'am* for "madam" and *fo'c'sle* for "forecastle". *St* meaning "Street" (in proper names) is sometimes given a full point to eliminate any confusion with "Saint". Forms like *gov't* (or *govt*) for "government" and *int'l* (or *intl*) for "international" are purely *written* contractions.

Writers of English commonly confuse the [possessive](#) form of the pronoun *it* with its compounded contractions. The possessive form (*its*) has no apostrophe, while the contraction of *it is* or *it has* does have an apostrophe (*it's*). The same is true of the possessive form of "you" (*your*) with its contraction *you're* for "you are". See [List of frequently misused English words](#).

The linguistic function of contractions is similar to and overlaps that of [portmanteau words](#). Some forms of [syncope](#) may also be considered contractions, such as *wanna* for *want to*, *gonna* for *going to*, and others common in colloquial speech.

Contractions are used sparingly in formal written English. The [APA style guide](#) prefers that contractions, including Latin abbreviations, not be used in scholarly papers, and recommends that the equivalent phrase in English be written out. An exception is made for the Latin abbreviation *et al.* (for *et alii*, "and others"), which may be used with citations outside parentheses. ²

Informal Contractions Considered a Little Like Slang

Editorial Comment by Shirley: Caution to all you "purists" out there. Clients want a readable transcript, so use these sparingly in your written transcript. I would also like to point out the tremendous extra effort your writing would take if you tried to incorporate EVERY nuance of the "as-heard" language into your written transcript.

Informal contractions are short forms of other words that people use when speaking casually. They are not exactly slang, but they are a little like slang.

For example, "gonna" is a short form of "going to". If you say "going to" very fast, without carefully pronouncing each word, it can sound like "gonna". Most clients DO NOT want to see this in their transcripts.

Please remember that these are **informal** contractions. That means that we do not use them in "correct" speech, **and we almost never use them in writing**. (If you see them in writing, for example in a comic strip, that is because the written words represent the spoken words or dialogue.) We normally

Continued on page 21

FCRA welcomes the following new members

(Includes all members who joined as of May 6, 2010)

ASSOCIATE MEMBERS

NAME	CITY	SPONSOR
Branham, Randal.....	Orlando.....	Barbara Grant
Curry, Barbara.....	Orlando.....	Catherine Phillips
DiMatteo, Brenda.....	Deerfield, NH.....	Catherine Phillips
Fowlkes, Nick.....	Orlando.....	Catherine Phillips
Hartsfield, Natalie.....	Orlando.....	Wesley T. Hughes
Killingbeck, Vanese.....	Orlando.....	Wesley T. Hughes
Percy, Jill.....	Orlando.....	Barbara Curry
Piderit, Eric.....	Weston.....	Susan Wasilewski
Roberts, Brenda.....	Orlando.....	Wesley T. Hughes
Wrigley, Krista.....	Orlando.....	Wesley T. Hughes
Wynn, Debra.....	Orlando.....	Wesley T. Hughes

PARTICIPATING MEMBERS

Bivens, Kimberly.....	Bartow.....	Linda McGill
Brooks, Elizabeth.....	Naples.....	Laura Gregory
Cannon Harris, Sue.....	Ft Meade.....	Linda McGill
Chippendale, Frances.....	North Port.....	Susan Wasilewski
Corrigan, Yvonne.....	Sarasota.....	Susan Wasilewski
DeCiancio, Teresa.....	Middleburg.....	Susan Wasilewski
DeSanti, Michelle.....	Royal Palm Beach.....	Susan Wasilewski
Downs, Trudie.....	Panama City.....	Jennifer Gaul
Fricano, Victoria.....	Palm Harbor.....	Susan Wasilewski
Graham, Carla.....	Melbourne.....	Susan Wasilewski
Hefenfinger, Katharyn.....	Indian Harbour Beach.....	Susan Wasilewski
Hillier, Dawn.....	Gainesville.....	Susan Wasilewski
Hutson-Vain, Heidi.....	Deltona.....	Jennifer Gaul
Kanabay Ambush, Sandra.....	St Petersburg.....	Helen Kanabay
Klein, Liz.....	Pensacola.....	Susan Wasilewski
Lanza, Kathryn.....	North Port.....	Susan Wasilewski
Littleton, Jonnie Sue.....	Summerland Key.....	Barbara Grant
Lumpkin, Dana.....	Orlando.....	Susan Wasilewski
McSwain, Natalie.....	Auburndale.....	Susan Wasilewski
Milliken, Jessica.....	Lake Hamilton.....	Linda McGill
Mills, Alicia.....	Orlando.....	Susan Wasilewski
Nelson, Rebecca-Mae.....	Bartow.....	Susan Wasilewski
Othieno, Melody.....	Kissimmee.....	Susan Wasilewski
Pace, Stacy.....	Windermere.....	Catherine Phillips
Packevicz, Cynthia.....	Neptune Beach.....	Susan Wasilewski
Parker, Jennifer.....	Orlando.....	Susan Wasilewski
Popovich, Eva.....	Tampa.....	Donna Kanabay Harvey
Reeder, Maria.....	Ft Lauderdale.....	Susan Wasilewski
Roll, Caitlin.....	Orlando.....	Susan Wasilewski
Rulapaugh, Eva.....	Palm Coast.....	Susan Wasilewski
Santorelly, Jennifer.....	New Smyrna.....	Delina Valentik
Shipes, Kathleen.....	Umatilla.....	Russ Weathers
Smith, Denise (Dee).....	Lakeland.....	Susan Wasilewski
Soto, Celena.....	Jacksonville.....	Susan Wasilewski
Stewart, Denise.....	Pembroke Pines.....	Susan Wasilewski
Vitale, Suzanne.....	Ft Lauderdale.....	Susan Wasilewski
Westfall, Cheryl.....	Lutz.....	Susan Wasilewski
Wynn, Teresa.....	St Johns.....	Susan Wasilewski

STUDENT MEMBERS

Allaben, Kristina.....	Jacksonville.....	Susan Wasilewski
Buerkle, Tamara.....	St Augustine.....	Susan Wasilewski
Chatley, Gretchen.....	St Augustine.....	Susan Wasilewski
Fleming, Katherine.....	Tampa.....	Jennifer Gaul
Highland, Marilyn.....	Jacksonville.....	Susan Wasilewski
Hoskin, Cindy.....	Davie.....	Susan Wasilewski

Continued on page 21

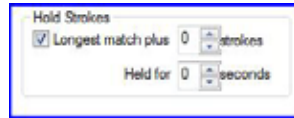
CART AND CAPTIONING CORNER



as text, but keep Untrans as brown or green (not red!) This is a good display for CARTing a class. Have a Macro to toggle View/Show/Double Space in Normal View. Provide CART using Normal View and Full Screen. This particular color display is saved as my Alternate User Setting called "CART

you have conflicts, check Auto-Conflict and use 1*, 2*, etc. to resolve in real time.

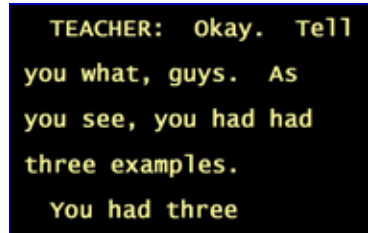
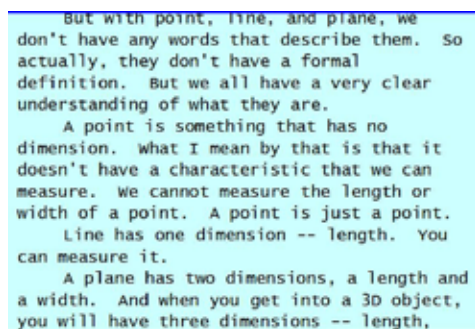
On the Realtime Tab: use the same translate options for projected CART, but choose different "Alternate User Settings for Edit." See below.



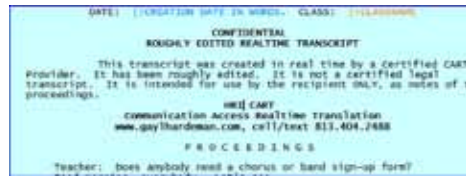
CART Display Options: When providing Communication Access Realtime Translation (CART) services for a consumer or group of consumers with hearing loss, the look of the computer screen is as important as the quality of the realtime translation. It won't matter how wonderful the translation is if the consumer has to struggle to read the fast-moving text on the screen. Many realtime writers don't realize this. They sweat over their writing theory and their fingerspelling, but may not think about how confusing it is to a consumer to see page and line numbers, the icons or menu from the CAT program, text in different colors, and STEPB/O untranslates.

light blue single spacing 150" (View/Zoom/150).

2. This is what my "CARTCLASS" layout looks like (good for meetings, too):

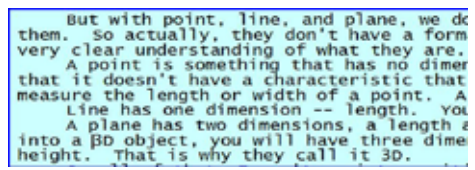


6. Sample Disclaimer File to be Included with CART ASCII:



The display options for projected CART (when using a data projector) for a group of consumers are different than the display options for a single consumer. Lighting, size of the room, number of consumers, age and disability of consumers should be taken into account when deciding how large to make the font and what colors to use. When projecting CART, the number of characters per line should be reduced to between 32 and 38, compared to the 55 to 60 characters that you may use as a court reporter.

3. After class is over, reformat the text in CARTASCII Layout for your consumer's printing savings:



4. Translate Options for Laptop CART. Uncheck boxes for Auto By Lines and Delete Repeated Q/A/C. Check Phonetic Translation and tweak Phonetic Table to your writing theory. If

7. Web-streamed CART uses Output to Speche, CaseView (Streamtext) or StenoKeys (Elluminate), and settings must be tested and configured individually. Audio for Remote CART is received via speakerphone or VoIP. Further training is required for this application.

Laptop and Projected CART Layouts, CART ASCII Layout for rough transcripts; Translate Options for CART, Alternate User Settings (Display Colors and Zoom)

1. View/Display/Colors - Change Background to an easier-to-read pastel for consumers, but consumers with low vision may prefer yellow on black or dark blue. Change Page Breaks to background color. Change Globals/Fields/Suffix Drag/Conflicts to same color



If you have any questions about settings or CART training, you may e-mail gayl.hardeman@gmail.com or Tanya@floridarealtime.com.

All About Contractions: A Southern Grammar Lesson

Continued from page 18

use them only when speaking fast and casually, for example with friends. Some people never use them, even in informal speech.

It is probably true to say that informal contractions are more common in American English.

Also note that, unlike normal contractions, we do not usually use apostrophes (') with informal contractions when written.

Below are some common informal contractions, with example sentences. Note that the example sentences may be a little artificial because when we use a contraction we may also use other contractions in the same sentence, or even drop some words completely. For example:

- What are you going to do? >>
- **Whatcha** going to do? >>
- **Whatcha gonna** do? **OR**
- Do you want a beer?
- Do you **wanna** beer?
- **D'you wanna** beer?
- **D'ya wanna** beer?
- **Ya wanna** beer?
- **Wanna** beer?

- ain't = am not/are not/is not - I ain't sure. You ain't my boss.
- ain't = has not/have not - I ain't done it. She ain't finished yet.
- gimme = give me - Gimme your money. Don't gimme that rubbish. Can you gimme a hand?
- gonna = going to - Nothing's gonna change my love for you. I'm not gonna tell you. What are you gonna do?
- gotta = (have) got a - I've gotta gun. I gotta gun. She hasn't gotta penny. Have you gotta car?
- gotta = (have) got to - I've gotta go now. I gotta go now. We haven't gotta do that. Have they gotta work?
- kinda = kind of - She's kinda cute.
- lemme = let me - Lemme go!
- wanna = want to - I wanna go home.
- wanna = want a - I wanna coffee.
- whatcha = what are you - Whatcha going to do?
- whatcha = what have you - Whatcha got there?
- ya = you - Who saw ya?

EnglishClub.com Tip

These informal contractions are not "correct" English. Do not use them in a written exam, for example, except in appropriate situations.

FCRA welcomes the following new members

Continued from page 19

STUDENT MEMBERS (CONTINUED)

Houghton, Alison.....	Cantonment.....	Susan Wasilewski
Jewett, Heather.....	Kissimmee.....	Susan Wasilewski
Jones-Ravnell, Rhonda.....	Jacksonville.....	Lisa Selby-Brood
Jorgensen, Madeline.....	Jacksonville.....	Susan Wasilewski
Justice-Reese, Jeanine.....	Deltona.....	Susan Wasilewski
Kelly, Tracie.....	Dallas, TX.....	Susan Wasilewski
Leong, Oiman.....	Orlando.....	Jennifer Gaul
Lotz, Lauren.....	Orlando.....	Lisa Selby-Brood
Maxwell, Melanie.....	Plant City.....	Susan Wasilewski
Petty, Susan.....	Boca Raton.....	Debbie Woolfstead
Rodriguez, Mae.....	Clermont.....	Karen Renner
Siddon, Patricia.....	Middleburg.....	Susan Wasilewski
Wachob, Charlene.....	Orange Park.....	Susan Wasilewski
Weissmann, Lisa.....	Jacksonville.....	Susan Wasilewski
Wooten, Kimberly.....	Jacksonville.....	Patricia Ledig



MEMBERSHIP APPLICATION

Florida Court Reporters Association

*Name (Please print) _____

*Company _____ Owner Co-owner Manager

*Mailing Address _____

*City/State/Zip _____ NCRA # _____

*Telephone: Home (____) _____ Office (____) _____ FAX (____) _____

CHECK ONE: OK to publish home phone number in directory. DO NOT publish home phone number!

*E-mail address _____ Website Address _____

*METHOD OF REPORTING: Stenographic Voicewriter Gregg Pittman Other _____

*TYPE OF REPORTER: Freelance Official Deputy Official Federal Teacher Student Other _____

*DESIG: CSR (List State(s) other than FL) _____ FAPR FPR RPR RDR CMRS RMR CLVS CRI CRR CPE

*Asterisk indicates required information.

I make application for Membership as a: (CHECK ONE)

PARTICIPATING MEMBER\$150.00
Open to anyone engaged in active practice of official or general court reporting by either stenographic or voicewriter method. (Please indicate method above.)

STUDENT MEMBER\$35.00
Open to any student of shorthand reporting who is endorsed by a court reporting training program instructor or director.

RETIRED MEMBER\$45.00
Open to any participating member in good standing who has retired from the active practice of shorthand reporting.

ASSOCIATE MEMBER \$60.00
Open to the following: teachers of shorthand or shorthand reporting, anyone officially connected with a school or college conducting a shorthand reporting course, any non-member retired from active shorthand reporting, anyone professionally associated with or employed by a member of FCRA whose application is endorsed by a participating member in good standing, and anyone qualifying for Participating membership, but residing outside of Florida.

VENDOR MEMBER.....\$125.00
Open to any firm or corporation engaged in selling products or services to FCRA members.

PRO BONO: Are you interested in donating time to the Pro Bono Program?
 Yes No

FLORIDA MANUAL: The guide to court reporting in Florida — sample forms, guidelines, and rules of court. Cost for members: \$50.00. Subscription to updates: \$25.00.

MEMBERSHIP DIRECTORY: Searchable geographical and alphabetical members' listing in Member's Only section of our website.

LEGISLATIVE/LEGAL FUND: Your dues include only regular monitoring of legislative, regulatory, and administrative activity for things that could adversely affect the court reporting profession. Without member donations to this fund, the Association cannot pursue any legislative/legal activity and may not be able to protect our profession.

The dues year is November 1 through October 31. Annual dues must accompany application. Those joining in August, September, or October of a given year will be paid through October 31 of the following year. Dues payments are deductible by members as an ordinary and necessary business expense. In accordance with Section 6033(e)(2)(A) of the Internal Revenue Code, as amended, members of the FCRA are hereby notified that an estimated 5% of your FCRA dues will be allocated to lobbying and political activities, and therefore are not deductible as a business expense.

For Administrative Use Only

Date Rec'd _____ Ref # _____
Amount _____ Computer _____

I hereby make application for membership in the Florida Court Reporters Association and pledge myself, if accepted, to abide by the requirements of the Bylaws and Code of Professional Responsibility of the Association as they are now and as they may be amended in the future.

My signature below constitutes my consent to receive faxes, email, and other communications from FCRA or on behalf of FCRA.

Signature of Applicant Date

Signature of Sponsor

Name of Sponsor (Please print or type)

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TOTAL ENCLOSED: \$ _____

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Your Reporter! Our Reporter

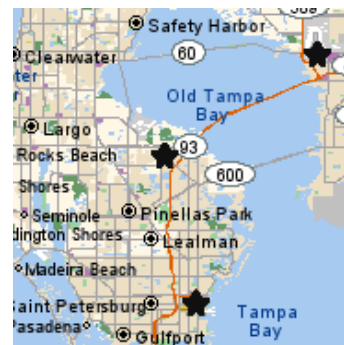
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