

## ATTENDEE REGISTRATION BROCHURE

OCTOBER 15-17, 2010 | SHERATON GRAND SACRAMENTO | SACRAMENTO, CA



**1.9 CEUs** 

#### CELEBRATING THE PAST.....SECURING OUR FUTURE

CCRA's 2010 Centennial Convention is a celebration of the past, present, and the future of court reporting!

CCRA has worked hard to provide relevant and outstanding programming in the political hub of California where you will be able to experience all of the historical charm of California's Capitol city. We have a very exciting afternoon planned at the Capitol where you can hone your lobbying and legislative skills or sit back and watch our legislative process in action. **Earn up to 1.9 CEUs and see the industry's premier vendors in the exhibit hall.** Enjoy the many networking sessions and enjoy learning about the past, present and future of the court reporting profession.

Our keynote address will be given by Amanda Boxtel. Amanda is a dynamic, motivational and never-say-never speaker. Amanda has a unique ability to teach individuals and businesses how to accept and embrace change, how to turn tragedies into triumphs, and how to realize and manifest their unfulfilled potential. She inspires others to take responsibility for choosing their own path and to believe in their power and ability to create anything they want. As a true motivational catalyst, Amanda is passionate about assisting others to launch their dreams and celebrate as their dreams unfold. Amanda has shared the stage with high-profile figures such as President Jimmy Carter, Michael York, Florence Griffith-Joyner, Amy Grant and Vince Gill. She has appeared on various documentaries and television shows around the world, including ESPN, MTV, Good Morning America and ABC's Australian Story.

## THE CCRA CONVENTION ATTRACTS HUNDREDS OF COURT REPORTING PROFESSIONALS FROM CALIFORNIA AND NATIONWIDE!



Our social events kick off Friday evening with a cocktail reception. Your first drink is on CCRA. Saturday's events include a

hosted cocktail party in the Capitol Rotunda followed by a Mardi Gras night, including dinner, at the Sheraton Grand. Enjoy a nightcap in the Presidential Suite, Friday and Saturday evenings.

## 5K FUN RUN/WALK... PACCRA'S ANNUAL FUNDRAISER

Join Jim Partridge on Saturday morning for this event. You will feel better all day for doing so. An additional fee of \$50 is required to participate in this event. See enclosed registration form.



# THE 2010 CCRA CONVENTION IS A GREAT VALUE!

The CCRA room rate for this magnificent hotel is only \$139 per night, single or double. On a budget? Share a room with a friend. Convention registration fee is \$325. Full convention registration includes: 4 receptions, 2 breakfasts, 2 lunches, and 1 dinner.





## CCRA 100TH **ANNUAL CONVENTION**

#### SCHEDULE AT A GLANCE

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8:45	am		10:30	am	Backup Au	rack B tices for the Use udio Media not to BAM?	e of						3
10:30	am		12:00	pm	GENERAL Keynote — Amanda B		tional						4
12:00	pm		1:00	pm	WORKING			3:30			4:00		
1:30					Passport to	o History — Par e Track	rt II	4:00	рm		5:30	рш	1
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			4:30 рі	m -	5:30 pm	COCKTAIL F Capitol Rotu							4
					6:30 pm -	10:00 pm	MARDI GRAS	S DINNER	ina				

10:00 pm - 11:30 pm

Casino Night and Dancing

**President's Reception** 

**Power Walk** Registration **Exhibits Open** 

**Working Breakfast** Continental Breakfast Passport to History — Part III

#### **CONCURRENT SESSION**

- Unleash the Winner Within You Realtime for Dummies Officials The Courtroom "The Core of the Judicial System" (Student Track)

#### **Exhibit Break**

#### **CONCURRENT SESSION**

- Start Your Engines! Speedless Stenography

- Help I'm Buying A Laptop Mock CSR Skills (Student Track) CATT II Training Program (Prerequisite CATT I) Internet Realtime Streaming

#### **BUSINESS LUNCH & ANNUAL MEETING**

#### **CONCURRENT SESSION**

- Oh, My Aching Body —
- Realtime Troubleshooting Basics for Cables, Bluetooth and Wireless
- Freelance Class —
  "The Depo World In the Know" (Student Track)
- Surviving and Thriving in the Freelance Arena

Last Exhibit Break

## **CONCURRENT SESSION**

- Where Do I Find The Answer? The Workbook for the CCRA Compendiums (Student Track)
- Less Paper in the 21st Century - Look Not into Your Rear View Mirror, but through Your Front Windshield
- Let's Talk it Out -Official CRB Regarding Transcript Fees Let's Talk it Out — Freelance

#### **DETAILED SCHEDULE**

#### FRIDAY, OCTOBER 15, 2010

3:00 pm - 8:00 pm Registration
4:00 pm - 9:00 pm Exhibits Open
4:00 pm - 5:30 pm Seminar
.15 CEUs Seminar The Many Facets

.15 CEUs The Many Facets of Identity Theft Jay Foley

6:00 pm - 7:00 pm Student Track

Meet & Greet Court Reporter Bingo

**1.9 CEUs** 

**AVAILABLE** 

7:00 pm - 9:00 pm Welcome Reception
9:00 pm - 11:00 pm President's Reception

#### SATURDAY, OCTOBER 16, 2010

8:00 am - 10:30 am .25 CEUs

#### **CONCURRENT SESSION**

 Commas Here, Commas There, Commas Everywhere!! Margie Wakeman-Wells

#### **Tech Track**

- Stenograph —
   Court Reporting Technology,
   Where it's Been and Where it's Going
   Tom La Fera
- StenoCAT –
   StenoCAT PDF with Digital Signatures, Realtime Commands and Editing Tips Rick Louie
- ProCAT —
   Facing the Daily Barrage of Challenges Can
   Be A Lot Easier than You Think
   Bob Bakva

## CCRA 100TH ANNUAL CONVENTION

This course will define identity theft and alert you to steps you can take, within the workplace and as a consumer, to minimize information leakage as well as highlight best practices to reduce your risk and to protect your clients.

Come to this social time and play "Reporter Bingo." Help students mingle with reporters and create friendships. Prizes will be given out at the "Working Lunch" on Saturday for the winning students. All are invited to join the fun.



The "Passport to History" program combines learning and shopping! Each attendee will be given a short written history lesson and a passport with a multiple-choice question on each page. In order to earn CEUs the participants must answer each question correctly. Each vendor will be responsible for verifying the correct answer to the question in the passport. The reporters must visit each vendor to receive their passport stamps for the correct answer.

How many comma rules are there? Too many to count. This session will deal with some of the commonly misused commas as well as some of the rules we don't see every day. Even the most sophisticated reporter will pick up some tips to improve transcript punctuation. Bring those comma questions that keep cropping up so that everyone has a chance to hear the answers.

Come learn about the technological progression Stenograph writers have made over the years. We'll look at the past generations of writers and identify the improvements and benefits each new generation offered, culminating with the Diamante™ and TrueStroke™ technology. We'll also look at some of the exciting advancements in CAT software and discuss how your CAT software can work hand in hand with your writer to help you write better and more accurately.

Learn how to produce PDF files and sign your transcripts with electronic or digital signatures. See how Smart Briefs can improve your Realtime. Explore the new Seating Chart features and Realtime Commands available from your writer. Get the most from the newest features of StenoCAT and learn how to edit more efficiently. Expert instruction provided for users of all levels.

Learn to tame the CAT! Reality is you can produce a transcript on any CAT software. The question is: How much time and effort are you willing to invest to produce a profitable transcript? ProCAT has made it its mission to boost your career and make your life easier. Why spend time at a keyboard when you can spend it with your loved ones?

This training seminar is designed to help you learn how to take advantage of efficiencies in the ProCAT Winner to turn challenges into opportunities. Join the Winners' Circle to learn:

- Realtime editing we call them Mark Kislingbury magic
- Use Kislingbury briefs on the fly
- Use dual-channel audio recording
- Create PDF files
- Digitally sign your transcripts
- Redact confidential information, and more...

#### SATURDAY, OCTOBER 16, 2010 (CONTINUED)

 Stenovations – LightSpeed Generation NeXt Carmen Santone

6. Eclipse Workshop Steve Kosmata

8:00 am - 8:45 am

Student Track A Mock CSR — Written Test Gerie Bunch

8:45 am - 10:30 am

Student Track B
Best Practices for the Use of
Backup Audio Media...to BAM or not to BAM?
Yvonne Fenner

10:30 am - 12:00 pm .15 CEUs GENERAL SESSION
Keynote — Pursuit: Embracing Change and
Never Giving Up in the Pursuit of the
Best Quality of Life Possible!
Amanda Boxtel

12:00 pm - 1:00 pm .1 CEUs WORKING LUNCH
Passport to History — Part II
Connie Parchman

1:30 pm - 4:30 pm .3 CEUs

Legislative Track
Capitol Building Assembly Room
Jim Cassie

1:30 pm - 3:00 pm

Student Track Mock CSR Review — English Margie Wakeman-Wells

3:00 pm - 4:15 pm

Student Track
Mock CSR Review — Medical/Legal
Bonnie Chufar-Comstock

4:30 pm - 5:30 pm

Cocktail Party - Capitol Rotunda

6:30 pm - 10:00 pm

Mardi Gras Dinner — Casino Night

Why are the vowels shaped like an "X"? What are those braille-like dots? And what's with the extra keys? Now it's time to get answers to all of the questions flying around the Web. The highly anticipated second-generation LightSpeed is here. Discover the difference between the LS Classic, the LSS and how the LSX is taking speed and accuracy to new heights.

Isn't life challenging enough without fighting your software on a daily basis? Bring your laptop, an open mind, as well as your solutions to situations you've encountered, and share them with your fellow Eclipse users. Learn how to make Eclipse's magic work for you and reduce your stress level.

A written Mock test will be administered. This Mock test will cover the subjects of English, legal, medical, and general knowledge.

Technology improves minute by minute, many changes bring about unintended consequences. Backup audio media (BAM) is now a standard feature of court reporting software. But is BAM legal to use in California? What happens if someone complains about the accuracy of the record when BAM has been used? This seminar will provide you the answers to these questions and the information you need to make good decisions about when and where to use BAM. Join Yvonne Fenner, executive officer of the Court Reporters Board of California, for a frank and open discussion of ethics, unintended consequences and what the future holds.

Enter Amanda's world viewed from the perspective of her wheelchair. Courage and hope glistens through a seemingly impenetrable wall of adversity to portray her nevergive-up attitude in the pursuit of the best quality of life she can achieve.

So often we become paralyzed within our minds. This is a time when hope needs to be alive in each and every one of us. Amanda's presentation invokes us to eradicate self-imposed limitations whether they stem from our belief systems, thoughts, abilities, medical conditions, social status, relationships, financial constraints, or the death of a loved one, and to instead believe in our potential to re-create the future we want. The audience member will be inspired to take responsibility for his or her life. By taking action with just one small step at a time, the pursuit to attain a better quality of life can only lead to great opportunities. Amanda's story reminds us that we are creating our own cinematic reality of our future each precious moment from now, and we learn to accept and transcend our challenges as opportunities to transform and grow.

If you're not filled with fear, you're not dreaming big enough. More than anything, you will leave inspired by Amanda's story and her capacity for personal growth beyond tragedy and loss. You will leave pondering this one simple but profound question, in the words of Mary Oliver: "What are you going to do with your one wild and precious life?"

Since 1854, Sacramento has been the State Capitol of California. From statehood in 1850, the cities of San Jose, Vallejo, and Benecia also served in that capacity. Members of CCRA will occupy the seats of current California Assembly members and hold a mock floor session. It is here where most Assembly bills have their final hearing before going to the Governor for signature or veto. The goal is an educational one, so the association's members can actually see what goes on within the Assembly chambers. We will debate a couple of bills and have some surprises in store for the participants and members occupying the gallery.

Be a smart test taker! Know your stuff! Pick up tips on how to do a good job of test-taking on the academic as well as the machine portion on the state exam. Also we will review the rules and principles covered on the mock English test.

Bonnie Chufar-Comstock, a CSR, program director, and instructor will go over the correct answers to the Mock WKT CSR and give you test-taking strategies to help you feel more confident about taking and studying for the written

#### SUNDAY, OCTOBER 11, 2010

6:00 am -7:00 am **Power Walk** 

7:00 am -4:00 pm

Registration

4:00 pm

**Exhibits Open** 

7:00 am -8:30 am .15 CEUs

7:00 am

**Working/Continental Breakfast** Passport to History — Part III

Connie Parchman

8:30 am - 10:00 am .15 CEUs

#### **CONCURRENT SESSION**

1. Unleash the Winner Within You Randy Walker

2. Realtime for Dummies Bill Greenley



3. Officials - The Courtroom -"The Core of the Judicial System" (Student Track) **Debby Steinman** 

10:00 am - 10:30 am

10:30 am - 12:00 pm .15 CEUs

#### **Exhibit Break**

- 1. Start Your Engines! Speedless Stenography Lesia Mervin
- 2. Help I'm Buying A Laptop Glenn Mervin

**CONCURRENT SESSION** 

- 3. Mock CSR Skills (Student Track) Debby Steinman, Tami Faughn, Bob Sullivan, and Sheri Turner-Gray
- 4. CATT II Training Program (Prerequisite - CATT I) Carolyn Dasher and Carlos Martinez
- 5. Internet Realtime Streaming Sandy VanderPol

12:00 pm - 2:00 pm .1 CEUs

**BUSINESS LUNCH & ANNUAL MEETING** 

2:00 pm - 3:30 pm .15 CEUs

**CONCURRENT SESSION** 1. Oh, My Aching Body -Sound Familiar Jack Passarella



This interactive, multimedia driven experience will inspire and empower participants by discussing a variety of topics including: Proactive change, marketing your skills, effective social networking and building business by building you. Through the combination of storytelling, practical principles and subtle humor, Randy will leave the audience with a renewed sense of purpose and ideas they can implement immediately to be their best — Every day!

An interactive information exchange focusing on the basics of interactive realtime. Having problems hooking up consistently, COM ports - how to identify which is which on your computer and your client's computer? Exchange horror stories and how you solved them. Participants at the seminar will gain insight from others on some of the issues they've run across and how they solved them when providing a realtime feed to your clients.

Educate yourself on all the ins and outs of working in a courtroom that you may not have learned in school. All aspects of court proceedings and reporter responsibilities will be covered so that you can be confident and assured in your role as an official or pro tem reporter.

One of the keys to excellent realtime writing is SPEED! If you've attended this presenter's classes before, you know you're in for a realtime treat. If you're looking for realtime solutions to your everyday writing, this is the class for you. Some of the topics covered will be briefs and phrase tips, pesky punctuation, numbers, finger-spelled alphabets, and, of course, speed writing! As always in her seminars, shorter writing tips abound! Spend less time editing by spending more time on your realtime writing skills.

Have you ever stood in the computer store and tried to navigate your way through the maze of geek speak when purchasing a laptop? Vista or XP? What memory do I need? How many gigs of memory do I need? Dual Core or Single Core? CD or DVD? After this seminar you will know exactly what to ask for and be able to buy a laptop that fits your needs.

The students will get to experience exactly what the CSR machine test feels like. Very knowledgeable instructors know the complete protocol for lineup, entrance, setup and dictation of a mock exam. There will be two practice exams given.

This class will be a follow-up for CATT I attendees. In this session, we will cover the happenings in Sacramento, how to follow legislation, where to find and bookmark your congressional legislators, and how to effectively educate your target audience in order to get your message heard. This will also cover tips on how to put into action the e-blast messages that need quick and immediate responses through emails, faxes, and phone calls to legislators. Finally, we will help you to be the calm voice in the storm of uncertainty by being prepared.

This seminar will provide firm owners, official and freelance reporters, and captioners the knowledge they need to evaluate what realtime streaming product may be best for you and your client. LiveNote Stream, TeleView, Remote Counsel, Speche, StreamText and Webcast are products that will be addressed. Attend this seminar and learn not only the basics of Internet Realtime Streaming but some of the differences in functionality of each product, along with a few tips on the marketing of this value-added service to your clients.

Understanding correct workstation setup and ergonomic basics can be the key to a long and pain-free career. In today's work environment where the use of electronics and computers are mandatory, you must be able to adjust your work area to be as body friendly as possible. The point of this seminar is to give you the knowledge/tools to properly set-up your work station, understand how to make changes if problems occur, and to learn ways of reducing the exposures common to using keyboards and other keyed equipment.

#### **SUNDAY, OCTOBER 11, 2010 (CONTINUED)**

- 2. Realtime Troubleshooting Basics for Cables, Bluetooth and Wireless Bill Greenley, Leigh Ann Orozco and Mike Appelman
- Freelance Class –
   "The Depo World In the Know" (Student Track)
   Sheri Turner-Gray
- 4. Surviving and Thriving in the Freelance Arena
  Jan White, Natie Alvarado,
  Kim Thayer, and Linda Hart

3:30 pm - 4:00 pm Last Exhibit Break

5:30 pm

4:00 pm

.15 CEUs

#### **CONCURRENT SESSION**

- Where Do I Find The Answer?
   The Workbook for the CCRA Compendiums (Student Track)
   Charlotte Freeman and Gerie Bunch
- Less Paper in the 21st Century Look Not into Your Rear View Mirror, but through Your Front Windshield John Airola and Tuesday Airola
- 3. Let's Talk it Out —
  Official CRB Regarding Transcript Fees
  CCRA Board
- 4. Let's Talk it Out Freelance CCRA Board

Learn the options you have to provide realtime to your judge and clients, WiFi/LAN, Bluetooth or cables. Learn the troubleshooting basics to hook up from your CAT software to your client's interactive software application. This program covers all the things you'll need to know to hook up successfully every time and add this value to your client's realtime experience.

What really goes on at a deposition? Learn everything you need to know to be a premier freelance reporter where you are in charge of making the record and how to confidently handle your responsibilities. Educate yourself about freelancing and working with agencies to maximize your work and your income. You can relax knowing that you will always be in demand as a preferred reporter.

Come and join us for a lively panel discussion on surviving as a freelance reporter and still thriving. The demand on today's freelancers is larger than ever. Your continuing education remains your best defense in our high-tech, ever-changing world of job requirements. Come and have your questions answered by our panel of professional reporters from Sacramento, Fresno, Torrance and San Diego. We'll be discussing many interesting topics, including scanning and transmitting electronic documents, how reporters are paid differently by different firms, giving back to your community, public relations, and much more.

Come to this session and familiarize yourself with the Freelance and Official Compendiums. This session is about a multiple-choice workbook for each compendium designed to help teachers teach the important codes that apply to reporters; to help working reporters learn the laws that apply to them, and to also provide a way to earn continuing education credits; and to help students and reporters become more confident for their CSR exams.

John and Tuesday Airola will talk about the paperless law office of the 21st Century. They will discuss what being "paperless" actually means, and how to effectively use all of those digital documents, not only in the office, but also at depositions. Finally, the Airolas will provide a glimpse into the future of what court reporters can expect with regard to digital technology.

Officials will meet together with the Board and other guests to discuss topics relevant to our profession, the current battles and threats we are facing, and concerns you have as they relate to the freelance and official industry. Learn about CCRA's CATT training program. Share ideas and engage in a question and answer session with your CCRA leaders as to how to become more involved in protecting our jobs!!

Freelancers will meet together with the Board and other guests to discuss topics relevant to our profession, the current battles and threats we are facing, and concerns you have as they relate to the freelance and official industry. Learn about CCRA's CATT training program. Share ideas and engage in a question-and-answer session with your CCRA leaders as to how to become more involved in protecting our jobs!!





OCTOBER 15-17, 2010 | SHERATON GRAND SACRAMENTO | SACRAMENTO, CA

#### ATTENDEE REGISTRATION BROCHURE

Securing Our Future

Celebrating the Past

California Court Reporters Association



Phone (949) 715-4682 Fax (949) 715-6931 www.cal-ccra.org

65 Enterprise Aliso Viejo, CA 92656



#### HOTEL INFORMATION

Sheraton Grand Sacramento Hotel 1230 J Street Sacramento, California 95814 Phone: (916) 447-1700 Toll Free: (866) 716-8123 www.sheraton.com/sacramento



#### ADDITIONAL CONVENTION INFORMATION

The 2010 CCRA Convention is a great value! **Convention registration includes 4 receptions, 2 breakfasts, 2 lunches and 1 dinner.** The CCRA room rate at the Sheraton Grand is \$139 per night, single or double. On a budget? Share a room with a friend.

The Sheraton Grand is located in the beautifully restored historic Public Market Building and situated in the heart of downtown Sacramento, across the street from the State Capitol. The hotel sits within blocks of the city's best shopping and restaurants. Visit one of the city's historical museums nearby, or take a trip back to the gold rush days while exploring Old Sacramento. After spending a full day attending invigorating seminars you may choose to recharge in the 24-hour fitness facility, dive into the heated outdoor swimming pool, or simply relax poolside in comfortable lounge chairs, or indulge in drinks while lounging amidst the numerous couches and overstuffed chairs at the Public Market Bar.

Bring your family and make this a minivacation. Treat yourself to all of the historic charm that Sacramento has to offer.

## CCRA 100TH ANNUAL CONVENTION



CCRA is receiving a convention rate of \$139.00 a night, single or double.

Hotel reservations must be made by Monday, September 20, 2010.

## TRANSPORTATION

**Air Transportation** — The Sheraton Grand Sacramento Hotel is easy to reach from the SACRAMENTO METROPOLITAN AIRPORT (SMF). Travel Distance: Approximately 9.0 miles. Options for getting to and from the hotel from the airport include: Super Shuttle and Taxi Cab.

 $\label{eq:Ground Transportation - General Directions to the Hotel} \end{substitute}$ 

The hotel will be located on the right. The parking structure is on the left across the street.

From Reno (East) — Take I-80 West to I-5 South towards Sacramento. Take the J Street exit. Proceed on J Street.

From San Francisco (West) — Take I-80 East to U.S. 50 East. Take the I-5 North exit towards Redding. Take the J Street exit. Proceed on J Street.

From Sacramento International Airport — Take I-5 South to Sacramento. Take the J Street exit. Proceed on J Street.

From South — Take I-5 north to Sacramento. Take the J Street exit, Proceed on J Street.

To make your reservation online, visit the CCRA Convention page at www.cal-ccra.org/conv\_info.htm then click on "Reservations" and enter the dates of your stay.

Or call the hotel toll free at 1-866-716-8123 and tell the operator that you are with "CCRA."

#### CONFERENCE REGISTRATION

Register online at www.cal-ccra.org or mail or fax the registration form with payment information to:

CCRA 2010 Convention • 65 Enterprise • Aliso Viejo, CA 92656 Fax: (949) 715-6931

EARLY-BIRD SPECIAL -

Save money by registering before Monday, September 20, 2010.