

# CCRA *online*

Issue 12 | December | 2007



**Toni O'Neill**  
**97th CCRA Convention**  
**Distinguished Service Award 2007**

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### Congratulations, Karen Connella!

CCRA Live Auction  
Winning Bidder of an Elan Mira!

### CCRA Online Copy Deadlines

The deadline for ad and article copy for CCRA Online is the first of the month prior to the scheduled publication date. Articles, ad copy, changes of address, complaints of nondelivery and subscription requests should be directed to CCRA, 65 Enterprise, Aliso Viejo, CA 92656 or call (949) 715-4682. Advertising inquiries also should be directed to the Association office. Photographs accompanying articles should be RGB color JPEG files with a resolution no less than 120 ppi.

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the California Court Reporters Association

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### CCRA MISSION STATEMENT

The mission of the California Court Reporters Association is to advance the profession of verbatim shorthand reporting by promoting professional reporting excellence through education, research, and the use of state-of-the-art technology; establishing and maintaining professional standards of practice; and advocating before legislative and regulatory bodies on issues which impact the judicial system and others served by the court reporting profession of California.

# President's Message

By Lesia J. Mervin, CSR, RMR, CRR

Whew! The dust has settled. We're finally settling into our new home. It wasn't easy moving 100 years of CCRA's rich history clear across the state, but the move is complete. Just like any other move, there are still lots of boxes to unpack and organizing to be done. We've moved to Southern California, in sunny Aliso Viejo, where our new management company, The Droz Group, is located. We are very excited about this new chapter in the life of CCRA and hope that you are, too.

One of my first duties as your president has been to appoint chairpersons for the various CCRA committees. This year, the Support our Schools Committee will be chaired by Judith Gillespie, a firm owner in Riverside. Judith is one of the newest members of our board this year. She has extensive teaching experience (an M.A. in English) and calls herself an "escapee" from teaching high school English, which makes her a natural choice to chair this committee. Judith and her committee will continue to monitor the student mentor program, arrange school visits, and develop the student/teacher seminar track for the annual convention. CCRA is committed to developing

curriculum for students and new reporter training. A new charge for the committee this year is developing a speaker's bureau for the schools to call upon to have reporters come into their classrooms and speak. CCRA would like to develop a student blog service for students to interact with each other.

The Public Relations Committee will be chaired by Sheri Turner, CCRA's president-elect. Sheri is a freelance firm owner. This year, the committee will be partnering with the California Women's Lawyer Association and other bar associations to develop educational material for continuing education.

The Technology Committee will be chaired by CCRA past president Sandy Bunch VanderPol and co-chaired by LeighAnn Orozco, a freelance reporter in the Sacramento area who has been a contributor and member of the technology committee for years. This committee will continue to develop an intensive, hands-on technology seminar track for the annual convention, and research and develop criteria and guidelines for transcript repositories,

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## 2007/08 CCRA Officers

### Officers

#### President

Lesia Mervin

#### Vice President Officials

Jim Partridge

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#### Bylaws

Arnella Sims

#### NCRA Testing

Doreen Perkins

#### CCRA Online

Connie Parchman

#### Nominating

Sandy Bunch VanderPol

#### Continuing Education

Carolyn Dasher

#### PACCRA

Jim Partridge

#### Depo Advisory

Kelly Roemer – chair  
Sheri Turner – co-chair

#### Public Relations

Sheri Turner

#### Finance

Lynden Glover

#### Support Our Students

Judith Gillespie

#### Judicial Procedures

Tom Pringle

#### Technology

Sandy Bunch VanderPol  
LeighAnn Orozco

#### Legislative Advisory

Sandy Bunch VanderPol

#### Visionary

Tom Pringle

#### Membership

Rose Goni-Davis

#### Past Presidents

Sandy Bunch VanderPol

# President's Message

*"If your actions inspire others to dream more, learn more, do more and become more, you are a leader."  
John Quincy Adams*

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audiosync guidelines/backup audio medium (BAM) guidelines, and research new technology emerging in the profession. As always, the Technology Committee will continue to monitor the development of alternative methods used to create a record of proceedings.

The Deposition Advisory Committee will be chaired by Kelly Roemer, another one of our newest members of the board. She is a freelance reporter in Oakland, currently managing a firm and working into an ownership position in that firm. Sheri Turner, CCRA president-elect and firm owner in the Sacramento area, will be co-chair of this committee as well. One of their duties this year will be to identify freelance reporters who have the desire and/or leadership skills to serve on CCRA's board. In addition to updating the Freelance Compendium, this committee will continue their work in developing a Deposition Manual. They will also monitor new trends in the profession as it relates to the freelance reporter, as well as advise the CCRA board of possible legislation topics to be explored.

A new committee this year is the Visionary Committee. Tom Pringle, CCRA past-president and official reporter in Shasta County, is the perfect choice to chair this

committee. His extensive experience as CCRA's president during the "Ardaiz reporter crisis" and his participation in the Reporting of the Record Task Force gives him a unique perspective on our profession.

The committee will develop a long-range plan for CCRA, identifying CCRA's goals for the future, and strategic planning for CCRA. This committee will also serve in an advisory role to the board in directing our future.

The legislative committee will be chaired by Sandy Bunch VanderPol. Sandy chaired this committee for many years prior to her presidency last year. Sandy has agreed to continue in those duties. Sandy sometimes spends up to two hours a day reading through proposed legislation and tracking progress of legislation that affects our profession, thus ensuring that the interests of the reporting profession are protected.

CCRA has a very busy year! It's only through your membership and dedication to your profession that CCRA is able to accomplish these and many other goals for the year. Thank you!



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## Distinguished Service Award — 2007

### *Speech by Allen Edelist*

I would like to personally welcome everyone to the 97th CCRA Convention here in Los Angeles.

It is a beautiful evening, and one that will get better for one of our stars in the next few minutes.

I am privileged to introduce a bit of information about our DSA recipient. Hopefully, I can do so without giving it away too soon.

Our recipient this year has been a reporter for awhile. In fact, somewhere around 30 years.

During those years, our recipient has been a stellar star in this reporter's local and state communities.

Our recipient has served tirelessly and with intense dedication at the local and state association levels, including task forces.

Our recipient has worked at deposition agencies, in court, taught, and been a liaison for the court reporting profession to many governmental and business entities.

Still trying to figure it out?

Well, now you will start to get it as I go into more detail!

Our recipient has an AA Degree and decided to move on to an education in court reporting.

In 1976, as a part-time student, our recipient entered a court reporting program, graduated in 1981, and successfully passed the CSR Exam.

After working as an independent reporter for a year, our recipient partnered with a dear friend and served the community as a co-owner of a deposition reporting agency until 1989. Upon selling the agency, our recipient entered the world of official reporting

Almost immediately, our recipient made a giant impact upon the courthouse as a purveyor of realtime technologies by giving demonstrations to judges and hooking up judges and attorneys with reporting technologies as they entered the courtroom. Even though this reporter received considerable flack and opposition from fellow reporters to adopt real-time, they will all tell you that effort saved many jobs in the courthouse. So due to this reporter's efforts, in 1995 that courthouse became recognized as having the highest ratio of real-time

reporters in our State.

As a union representative, our recipient has fought for better benefits and working conditions.

As a senior reporter for a defined region of a county, our recipient made considerable inroads with management promoting dialogues about the world of court reporting.

Our recipient has served CCRA as a speaker at conventions for both students and working reporters. Other noteworthy positions have included being elected as a local association representative to CCRA, secretary of a local association and CCRA, twice the editor of CaliGrams for a number of years, vice-president of CCRA, president of CCRA, task force representative and chair for CCRA, and probably more revered than any reporter I have known over the years as the guru of technology for CCRA.

Still enjoying her years as a reporter who has served tirelessly in a criminal trial court in Riverside, she recently was appointed as a reporter member of The Court Reporters Board of California and presently serves as the Board's chair.

I hear a buzz now! But let me tell you a little bit more about her that you may not know.

In 1974, she married Chuck, who was always present and very supportive of her and CCRA.

In 1983 and '84 respectively, they adopted two beautiful daughters, Kelley and Meagan.

In 1994, as her dearly beloved husband, Chuck, became seriously ill, she moved her family to a more peaceful and quieter lifestyle in Sheridan, Wyoming. Upon her return in 1995, she worked as a sole reporter in her local courthouse. Grief struck as Chuck passed away that year in December, she endured and gave freely of herself to her profession.

I am so honored to pass the torch to a reporter whose legacy is synonymous with the words "court reporting, realtime technologies, PACCRA," and — well, I could go on forever.

The last time we stood together at a ceremony was at an NCRA Convention when we were recipients of a Fellowship of The Academy of Professional Reporters.

But today, I am in awe of my great reward to be the

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## Distinguished Service Award — 2007

*continued from Page 5*

presenter of this year's Distinguished Service Award to a woman who typifies what professionalism, ethics, generosity, and commitment are about; a person who CCRA and many of us have learned from in how to do it the right way!

Ladies and Gentlemen, it is truly my great honor to present to you this year's recipient of the California Court Reporter's Association Distinguished Service Award,

### **Toni O'Neil**



## Thank You!

*By Toni O'Neil — Distinguished Award Recipient*

When it was announced that I was this year's recipient of CCRA's Distinguished Service Award, I felt both honored and humbled. I am honored to be placed in the same category as the previous recipients of the DSA. Some of those recipients have served as mentors, some have become treasured friends, but all have served as inspiration for me during my years of involvement in the court reporting profession.

I also felt humbled as I received this award because it had never occurred to me to consider my time, work, and contribution in the field of court reporting over the years as anything more than a natural way of expressing my sincere appreciation and gratitude for a profession that has blessed my life.

So thank you, CCRA, for the acknowledgement and for allowing me to join a distinguished group of DSA recipients that I have long admired and respected!



## New CCRA Address

Effective November 1st, 2007,  
CCRA has a new address



California Court Reporters Association

65 Enterprise

Aliso Viejo, CA 92656

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Fax (949) 715-6931

Email: [staff@cal-ccra.org](mailto:staff@cal-ccra.org)



# NCRA Board of Directors Adopts CCRA NCSA Resolutions

## *References to Recording Technology (April 2007)*

CCRA is proud to report that the NCRA Board of Directors, at their board meeting a few weeks ago, adopted the two resolutions that CCRA proposed at the NCSA Governing Board meeting in Dallas. These two resolutions are listed below. The NCRA Technology Evaluation Committee will be addressing these resolutions in their committee work.

To reiterate and repeat from a prior article published in CCRA Online, CCRA has made it a priority over this past year to be visionary about our profession. Where will we be in five or ten years? What services and products will we be offering? How will technology continue to play a part in our profession? — and each of these resolutions is based on this vision.

The time is NOW to educate and train, hands-on, those in our profession on the technologies that currently exist and are in the development stages. The time is NOW to look into that crystal ball and attempt to define where technology will take us. As indicated, these two resolutions have now been adopted by the NCRA Board of Directors. CCRA is looking forward to supporting NCRA in any way it can in addressing these resolutions.



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*You can purchase an HMO or PPO plans in most areas of the state as well as a Health Savings Account compatible high deductible plan.*

For more information contact Peter Burford, CCRA's Insurance Expert by email at [pbur98@hotmail.com](mailto:pbur98@hotmail.com) or by phone at 904-955-0703

**Resolution Number:  
07-03-CA**

**RESOLUTION:** Be it resolved that the NCRA Board of Directors develop a long-range strategic plan that proactively addresses current and future technology as relates to protecting the products and services provided by the NCRA member now and into the future. If the Board of Directors believes that in order to identify future technologies that relate to the profession would require the expertise of a consultant, be it resolved that the NCRA Board of Directors appropriate the necessary funds to implement this Resolution.

**RATIONALE:** In conforming to NCRA's Mission Statement, the rationale of the above-described Resolution is to protect and preserve the court reporting profession, and our products and services attendant thereto, now and into the future, by defining current and future technology as relates to the duties of the profession — "Guardian of the Record." An example of potential goals and objectives could be: (1) Define the profession's products and services now and into the future, and the end users of these services and products; (2) Define technological trends in the industry currently and proactively; (3) Define our SWOT, strengths, weaknesses, opportunities and threats in regards to technology trends now and in the future; (4) Create a "Roadmap to Success" in the implementation of these technologies into our suite of services and products to our clients; (5) Educate NCRA members on such "Roadmap to Success."

**Governing Committee Recommendation:** Adoption.

**Vote of NCSA Body at Annual Meeting:** Adoption

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# NCRA Board of Directors Adopts CCRA NCSA Resolutions

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**Resolution Number:**  
**07-06-CA**

**RESOLUTION:** Be it resolved that the NCRA Board of Directors and/or the Council of the Academy of Professional Reporters (CAPR) develop a “Certified Technology Reporter” examination and/or program.

**RATIONALE:** The profession of court reporting has been evolving into that of an information manager — providing realtime troubleshooting to the end user, troubleshooting Web streaming text and video to the end user, providing transcript repositories in large cases (some small cases), digitally signing our electronic transcripts, and many more services. The current certifications offered by NCRA, such as the Certified Realtime Reporter, does not provide the assurance to the court and/or the firm owner that the reporter is competent to provide the latest cutting-edge technological services that some reporters and/or firms are, in fact, providing.

By creating a Certified Technology Reporter (CTR) designation or certification, would allow the individual reporter to promote their excellence in the technological aspects of reporting and would assure the firm owner hiring an independent contractor reporter that this reporter is well versed on the latest cutting-edge technological services. The CTR designation could also be promoted by a “court” reporter. This CTR designation could potentially warrant an increase in salary to both the official and freelancer reporter.

**Governing Committee Recommendation:** Adoption.

**Vote of NCSA Body at Annual Meeting:** Adoption



## Contract Updates

SONOMA COUNTY was one of the counties identified by the AOC as having the possibility of a strike situation. A resolution was reached and the contract ratified without a strike. Here are a few of the highlights from their contract:

### **TWO-YEAR CONTRACT**

4% COLA year one, effective upon ratification

3.5% COLA year two, effective 9/30/08

- \$200 signing bonus as soon as possible following ratification
- Floating holiday increase of 3 hours (Management’s proposal)
- Union Release Time increase to 64 hours (Management’s proposal)
- Automation — No existing employees will be laid off as a result of the introduction of electronic reporting. (ER was introduced in October)
- Real time national certification from 6% to 7% (upon ratification), 7.5% July '08, and 8% July '09



# CCRA's Arnella Sims Featured at Union Headquarters

★ **CCRA Online:** - □ X

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http://CCRA Online

**CCRA ONLINE:** Arnella, we're so proud to see you in Washington, D.C., but how did this come to be?

**ARNELLA:** The Service Employees International Union (SEIU) hired a professional photographer to go around the country and take photographs of union members on the job. As the appointment was going to be late in the afternoon, I had trouble finding a reporter who was willing to stay after work for the photo shoot. So, I eventually volunteered myself. I arranged with the court to utilize an actual courtroom (as you have to have permission to photograph in a courtroom) and the court arranged for one of the judges to sit in the background (as you can't have someone not a judge in a robe on the bench).

**CCRA ONLINE:** Tell us what a professional photo is shoot like.

**ARNELLA:** The day arrived and the photographer showed up with his own make-up and lighting staff. After a slight make-up touch-up — it was the end of the day, but I had done a pretty good job myself that morning — and after the lighting was set up, I was posed in front of my machine and told to write anything. That's my favorite part of the picture, the fact that my fingers are moving. While the photographer was taking the pictures, he and his staff were asking lots of questions about a court reporter's job and what working in a courtroom was like. They seemed genuinely interested in the stories I had to tell.

**CCRA ONLINE:** How were you notified that they would use your photograph?

**ARNELLA:** A couple months after the shoot was over, I received a framed photograph in the mail with a thank-you letter from the union. A few months after that, the political director at our local came back from a meeting in Washington, DC and was all excited about my picture being on the front of the union building. I didn't know what he was talking about. He took a photo on his cell phone and showed me. I was sorta stunned. Then the president of our local also came back and talked about how she saw the photo and how proud she was that someone from our local was one of three workers featured in the photos at the front of the building.

**CCRA ONLINE:** What were the circumstances of you actually posing in front of your own picture?

**ARNELLA:** This past September, I attended a union political conference in Washington, DC. I arrived a day early, because I wanted to make sure I could go find the building and see this for myself. I got there in the evening and the next day visited a couple museums, including the Museum of the American Indian, where my mother's name is on the wall as a contributor to the building of the museum. The following morning, several of my fellow union members joined me in the short walk to the SEIU building. To see the photo in person was amazing. I was so proud! Everyone else was too, and they took lots of pictures of me standing next to the display.



I am proud to be a union member and doubly proud that court reporting is represented in such a prominent way in the nation's capitol. 

# The Colon

By Margie Wakeman-Wells

The colon is a mark of punctuation that points out that something more is coming. The meaning of the sentence implies that something more will follow. Often words like the following or as follows or these or this are used, though they do not have to be.

The important thing to remember is that the colon must have a grammatically complete sentence in front of it.

*She told me several things about him: that he was ill, that he would be hospitalized for a month, that he would not be back.*

*He had four symptoms: cold sweats, fever, clamminess, and muscle spasms.*

It is not ever correct to use a colon without a complete sentence in front of it.

*She included: 😞 that he was lazy, that he had no job, and that he could not pay the rent.*

*She included that he was lazy, that he had no job, and that he could not pay the rent.*

It is also not correct to use a colon if the sentence goes on after the listing. When the sentence goes on, the list must be surrounded by dashes.

*She sent us three dates: 😞 the 5th, the 11th, and the 19th, that she was available.*

*She sent us three dates — the 5th, the 11th, and the 19th — that she was available.*



## Fresno County Strike Averted

After contentious negotiations between the court reporters and administration in Fresno County, a potential reporter strike was averted when an agreement was reached on Monday, December 3. By a landslide vote, the reporters had previously voted to strike, although that strike had not yet occurred.

At issue was a “no rescission” clause for reporters providing realtime; essentially, once a reporter opted to provide realtime and receive the differential pay for doing so, they could never opt out of providing realtime and decline the differential pay.

Ultimately the contract included a three-tier differential pay arrangement that was satisfactory to all parties.

A trickle-down effect is always a concern when courts negotiate agreements that have a potential impact on other contracts negotiated with the courts in other counties in the future.

Thank you, Fresno County, for your perseverance!

## There are two words in the English language that have all five vowels in order: “abstemious” and “facetious.”

(Yes, admit it, you are going to say, a e i o u)

“Typewriter” is the longest word that can be made using the letters only on one row of the keyboard.

“Stewardesses” is the longest word typed with only the left hand.....

### And

“Lollipop” is the longest word typed with your right hand.

(Bet you tried this out mentally, didn’t you?)

## QUICK BRIEF — INVOLVING A CAR ACCIDENT

Looking for a quick brief for those hard to write words or common phrases? If you have a word or phrase that you would like a brief form for, let me know, and I will publish your requested brief in the next CCRA Online. If you have briefs that you would like to share with our members, please send them to:

**Doreen Perkins at [CortReptr1@aol.com](mailto:CortReptr1@aol.com) or  
1100 Van Ness, Dept. 50  
Fresno, CA 93724-0002**

Whether you're reporting a deposition or a jury trial involving a car accident, you will appreciate having mastered the list below:

### REQUESTED BRIEFS:

Accident reconstruction	SD - RGS	Miles per hour	MIRP
Alcoholic beverage	KHOB	Motor vehicle accident	MOIFD
Ambulance	BLANS	Motor vehicle	MOIF
At the time of the accident	TEFKT	Motorcycle	MOEK
Automobile	AUB	Northbound	N - B
Brake light	BR - LT	Off ramp	O - FRP
Bumper-to-bumper traffic	BUBT	On ramp	O - RP
California Highway Patrol	KHOIP	Pickup	PUP
CHP	K - HP	Pickup truck	PUPT
Collide	KLAOID	Point of impact	POIKT
Collision	KLIGS	Police officer	PLOFR
Crosswalk	KRAUK	Rear end	RAOERND
Decedent	DAOENT	Rearview mirror	R - FM
Driveway	DROI	Red light	R - LT
Driving under the influence	DRUFLG	Right turn	- RT
DUI	D*EU	Right-hand lane	- RNL
Eastbound	E - B	Right-hand turn	- RNT
Estimate	SMAEUT	Roadway	ROI
Expressway	KPROI	Rush-hour traffic	ROURT
Exterior	KPAOR	Scene of the accident	SNEX
Field Sobriety Tests	FAOEBTS	Sidewalk	SWAUK
Freeway	FOI	Sobriety Tests	SBRAO*IT
FST's	FTS	Southbound	S - B
Green light	G - LT	Standard of care	ST-FK
Headlight	H - LT	Stop sign	STOIN
Headlights	H - LTS	Taillight	T - LT
Highway	HOI	Traffic	TRAF
Insured	SHURD	U-turn	- UT
Interior	NAOR	Vehicle	VEK
Left turn	- LT	Vehicle Code	V - K
Left-hand turn	L - NT	Vehicular	VEKL
MAIT	MA*IT	Westbound	W - B
Multiagency Accident Investigation Team	MA*IT/MA*IT	Windshield	WIRBLD
Miles an hour	MIR		



# Libel Suit Filed Against Court Reporter for Blog Entry

*(Reprinted from Chicago's Daily Herald, November 17)*

A court reporting firm with offices in Aurora and Chicago is suing for libel and seeking \$3.4 million in damages after a subcontracted court reporter started a blog after she wasn't paid.

The plaintiffs, Elizabeth Eastwood and Steven Artstein of BESCRA Inc., argue the blog has interfered with their business, libeled them by accusing them of fraud, and acted as a conspiracy to damage their business.

According to the lawsuit, the blog was started after Trisha Goodman, a Tulsa, Okla.-based court reporter, was not paid \$2,300.

BESCRA attorneys argue the firm merely fell behind making payments because of new billing software and that claims that Eastwood and Artstein are "felons" is libelous.

The blog was started in late September asking people to respond if Eastwood and Artstein had bounced checks or failed to return messages.

"This blog was set up for informational purposes to determine the number of individuals and/or firms who have outstanding invoices with Eastwood-Stein that they continue to refuse to acknowledge and/or pay," text on the blog's main page reads.

As of Friday, it has had nearly 11,800 visitors.

That may not seem like much, but consider that the National Court Reporters Association has about 24,000 members, according to its Web site.

The lawsuit, filed this week in Kane County, seeks \$850,000 in damages each from Goodman; Barry Simon, of San Diego, Calif.; Michael Henry, a videographer, of El Cajon, Calif.; and Joan Burke of Schaumburg.

They are all accused of telling others of the blog.

Contacted by phone, Burke said Friday she hadn't been served with the lawsuit, but called it "frivolous" and "without merit."

Burke, a court reporter, said a business associate forwarded her a link to the blog because she used to do business with Artstein.

"I never added to (the blog) or responded to it, just viewed it," she said. "As far as I know in Illinois, there's nothing illegal about forwarding a link."

The matter is due in court Jan. 31 before Judge Donald Fabian.



## Turkey Montezuma

12 corn tortillas, cut in 1/2" strips  
1 onion, diced and sautéed  
2 cloves garlic, minced  
3 - 4 c. cooked turkey, diced  
1 can mushroom soup  
1 can chicken soup  
1/2 c. milk  
1/2 c. chicken broth

1/2 c. sherry  
1 med. sized jar of salsa  
1 4 oz. can diced green chiles  
1-1/2 to 2 c. shredded cheese  
(your choice)  
Garnish: Cilantro, sour cream and lime

Sauté onion in a slight amount of oil until tender and slightly browned, add garlic and cook for two minutes. Place this mixture in a large bowl. Add the remaining ingredients except tortillas, cheese and garnish.

To assemble, spray a 9 x 13 pan with oil, layer half of the tortilla strips, half of the meat mixture and half of the cheese, repeat, ending with cheese. Bake at 350 for 1 hr. Garnish with chopped fresh cilantro and sour cream and a wedge of lime.  
Serves 8 to 10.



# “SOS” is Calling All Volunteers

By Judith W. Gillespie, CSR, RPR — CCRA Director, SOS Committee

This year, CCRA, through its SOS (Support Our Schools) Committee, would like to establish a Speakers Bureau for our 17 schools in California to enable the schools to contact us with requests for speakers. As has been expressed to us by teachers at the schools, the students are inspired by seeing and talking with “real” reporters. So please, real reporters, either freelance and/or official, we would appreciate an hour or two of your time to inspire, encourage, and inform our future reporters.

Of course, we realize that your willingness to participate would be subject to your geographical proximity to the schools, so here are the towns which host court reporting schools, either public or private: Bakersfield, Covina, Cypress, Downey, Eureka, Norwalk, Novato, Sacramento, Saratoga, (public schools); Dublin, Fresno, Gold River, Los Angeles, Moreno Valley, Orange, San Diego, and Stockton (private schools).

If you live in the general area of any of these schools, you are a potential role model, someone who is out there accomplishing what these students are spending dollars and time and effort to do. And an added perk would be alumni of these schools returning to their alma mater with enthusiasm for their chosen profession.

If you are one of those “retiring” reporters who is most comfortable behind your steno machine or computer and

feel you would need some help with knowing what to say, we have resources available to help you. And we are going to be canvassing the schools to garner information as to what types of subjects are most helpful to them.

If you are already a “seasoned” speaker, having delivered inspiring addresses at schools, we would love to hear about your experience and maybe even tap into some of your ideas for scintillating talks.

Please know that your willingness to participate will make a huge difference to the students. Just the other day, I was having lunch with a group of reporters, some of whom I did not recognize, but one woman came up to me and said, “I remember the talk you gave at my school when I was a student 10 years ago. It kept me going when I was so discouraged.” And most of you remember how hard it was to keep up your morale when others were attaining speeds at a faster rate than you were. Just know that you can help.

Please contact us if you are interested by e-mailing to [grdm@earthlink.net](mailto:grdm@earthlink.net) or to our official Web site at [www.cal-ccra.org](http://www.cal-ccra.org), giving us your contact information and your geographical location. Please realize just how important you are to your professional organization, CCRA, and to the future reporters who need your expertise. 

[www.cal-ccra.org](http://www.cal-ccra.org)

**Shop at the CCRA Store!**



- Mini Mouse = \$25
- Paper Holder = \$5
- Travel Mug = \$15
- Keychain = \$25
- Highlighter = \$4
- Mouse Pad = \$15
- Wall Clock = \$20
- Freelance & Official Compendiums = \$25
- Sunshade = \$15

# Recently Asked CATalyst Questions

By Cindi Hartman, Training Program Manager



**Stenograph, L.L.C.**

## – Fill in Field List – merge two lists

*Q. I just attended a workshop, and then I started taking advantage of fields on my appearance pages. I have been building up a Fill-in-Field List file, but there are only a few dozen entries in it so far. I just found out that a colleague of mine who also uses CATalyst has been using fields for a long time and has a much better list. Can I merge the two lists, or should I delete mine and just take hers?*

**A. You can merge the two lists. There are a couple of ways to do this: Include or Copy and Paste. You need to have two separate users on the same computer and one Fill-in-Field list file in each user.**

To use the Include method, open the user with the “destination” Fill-in-Field List file, and click File, Include or press F9. Then, browse to the user and System Files case of the “source” Fill-in-Field List, select that Fill-in-Field List file and then click Open.

To use the copy and paste method, open the user with the “source” Fill-in-Field List that contains the entries that you want to copy, and then open the Fill-in-Field List in that user’s System Files case. Mark any/all entries you want, then press Ctrl+C or click the Edit menu and then click Copy. Then close that user, open the “destination” user, open the Fill-in-Field List in that user, and press Ctrl+V or click the Edit menu and then click Paste.

Regardless of which method you choose, if any of the entries that are included or pasted are duplicates, the duplicate entries will be added to the destination Fill-in-Field List. Unlike including or pasting entries in a dictionary, you will not be prompted to stop for a decision regarding duplicate entries.



## Use a Comma

“You should use a comma whenever you have a need to pause in a sentence. EXAMPLE: ‘So me and Tiffany were at the mall and she ate like four of those big fudge squares which is why her butt is the size of a Volkswagen Jetta I don’t know WHAT Jason sees in, wait a minute I’m getting another call.’”

— Dave Berry

## Tuning Up Eclipse — No. 2

By Steven Kosmata — Official Court Reporter, San Diego Superior Court

Holiday gifts come in all shapes and sizes, and for you, my “Eclipsees” friends, I have two returning-to-basics tips to start your new year upon a good foundation to build upon.

1) Place your cursor over your Eclipse desktop icon and right click. A drop down menu will appear. Click on the bottom selection named “properties.” Now that you’re inside your icon, go to the “shortcut key” white bar and place your cursor in that bar. Press the “CTRL,” “Alt,” and “n” keys all at once. It should appear like this “Ctrl+Alt+n” if you’ve done it successfully. Now click on the “Apply” button and then click the “ok” button. What you have just created is a keyboard shortcut to opening your Eclipse software, which is very handy if you have a lot of desktop icons and sometimes have trouble locating Eclipse. (Another hint: You can do this with any desktop icon to open that program fast.) One thing to keep in mind is if you update your Eclipse and have a new Eclipse desktop Icon appear on your computer, be sure to remove the shortcut keys from

your older icon and then replace it in the newer icon; otherwise, you will keep accessing the older version of Eclipse, and who wants that?

2) Now that we are in Eclipse, go to your user settings (Alt-U), and click on your “User” tab. Now, click your “Advanced” button in the lower right. On the advanced page, you will see a box called “Automatically load last settings used.” This is great to have checked if you use the same user settings all or most of the time. I’m an in-the-same-courtroom court reporter, so I find it very economical to have Eclipse open right up, ready to go! It bypasses which User settings you want loaded and automatically loads your last user’s settings. Try it. I know you’ll like it.

Happy Holidays, and I’ll have more helpful Kosmo tips in 2008. If you have suggestions you’d like me to write about or pass along to everyone, please email me at [eclipse-sd@att.net](mailto:eclipse-sd@att.net). I’m always eager to learn and share more.



## StenoCAT Frequently Asked Questions

By G. Allen Sonntag — StenoCAT Users Group, President

*Q. My CAT system doesn’t have a dictionary/thesaurus, only a spell checker. What can I do?*

**A. I’m sure many people are in this same position, not only for their CAT systems but many programs they use on a daily basis. I can help you.**

The free program you want is called WordWeb. It’s fully compatible with every Windows program that I use. Get it here <http://wordweb.info/>

FREE VERSION — WordWeb is free subject to licensing terms.

The comprehensive English thesaurus and dictionary includes: Definitions and synonyms, Proper nouns, Related words, Pronunciations, 150,000 root words, 120,000 synonym sets, Fixed web reference tabs

And you can choose your own hot keys quite simply if the default doesn’t work, which is Control - Right Click.

**Simple, eh?**



### Employment Opportunities - Freelance Reporters

September 6: Reporters needed in the Modesto area. Please contact us at (800) 830-8885 or via email [depos@depobook.com](mailto:depos@depobook.com) or online [www.Depobook.com](http://www.Depobook.com) Court Reporters

Reporters needed in Bakersfield/Kern County for very busy freelance firm. Looking for experienced reporters with 2+ years experience. Realtime experience a plus. Full-time work with employee benefits. Limited travel. Fax resume to 661-393-0851. Contact Jean Keleher or Ted Kent at 800-635-6044.

### Employment Opportunities - Official Reporters

August 29: COURT REPORTER: Monterey Superior Court. \$4,927 - \$6,408/month + excellent benefits. This position requires a license as Certified Shorthand Reporter issued by the State of California. Please visit our website at [www.monterey.courts.ca.gov](http://www.monterey.courts.ca.gov), email [courtsjobs@monterey.courts.ca.gov](mailto:courtsjobs@monterey.courts.ca.gov) for full description of duties, qualifications and required application materials, or call (831) 775-5586. Priority Screening Date: 9/7/07. PER DIEM COURT REPORTERS: Monterey Superior Court has opportunities available for Per Diem Court Reporters who are licensed in the State of California. Per Diem amount is negotiable. Please contact Rosalinda Chavez at (831) 775-5552 or visit our website at [www.monterey.courts.ca.gov](http://www.monterey.courts.ca.gov). EOE

July 30: Court Reporter: Superior Court of Calif, County of Solano; up to \$75,426 annually + benefits + real time bonus. Visit [www.solanocourts.com](http://www.solanocourts.com) for more information and an application.

May 24: OFFICIAL COURT REPORTER: Fresno County Superior Court \$57,434 - \$69,810 Starting Salary \$57,434. This position will work under general supervision, report verbatim testimony presented at trials and other court hearings, utilizing the realtime program and transcribing and providing typed transcripts pursuant to standards promulgated by statutes, rules, regulations or policies. Filing period: 5/21/07 - continuous until the needs of the court are met. For complete details on minimum qualifications, job duties and benefits, visit the Fresno County Courthouse, 1100 Van Ness Ave., Room 401, Fresno, CA 93724 or [www.fresnosuperiorcourt.org](http://www.fresnosuperiorcourt.org). Submit required application materials as indicated on job flyer. Postmark dates and faxed copies are not accepted. Resumes not accepted in lieu of completed application. Inquiries can be directed to Lizz Moreno, Court Personnel at (559) 488-3919.

Certified Court Reporter. Mendocino County Superior Court Full Time, Benefited Position \$4283.00 - \$5740.00/MO For Information and Application call 707-463-6815, 707-467-6437 or Download from [www.mendocino.courts.ca.gov](http://www.mendocino.courts.ca.gov) Continuous Filing

### Employment Opportunities - Official Reporters, Cont.

Superior Court of California, County of Santa Cruz, Certified Court Reporters sought for either employee status (\$5784 per month + excellent benefits) or per diem status (\$300 per day For complete job bulletin and court application please visit [www.santacruzcourt.org](http://www.santacruzcourt.org) or call 831-454-3370.

### Instructors Needed

August 20: Court Reporting INSTRUCTIONAL SPECIALIST: College of Marin, Marin County, CA. Part-time, 16.125 Hrs/Wk, 10.5 Months per Year. M,T,W,F: 8:30am-1pm (1/2-hour lunch). Performs a variety of learning resources activities: assisting students, tutoring, directing student workers, administering grades/tests, serving as a resource to the in-lab instructor. Salary: \$1,349.34-\$1,840.45/month. Visit [www.marin.edu/humanres/](http://www.marin.edu/humanres/) for more info and an application.

REPORTERS NEEDED TO TEACH REPORTING! Tired of the same-old, same-old? Want to give back some of your knowledge to the next generation? GOLDEN STATE COLLEGE OF COURT REPORTING is hiring steno teachers for day or night; flexible hours. CSR preferred; not mandatory. Know someone who quit school, let license lapse, retired, injury...? DUBLIN in Bay Area ~ (925) 829-0115 ~ Sandy. THE GREATEST JOB YOU'LL EVER HAVE!

### Other Opportunities

April 16: National Litigation Support Services company is seeking 3 sales reps (Sacramento, San Francisco, and San Bernardino) The ideal candidate will have relationships with law firms within the territories and knowledge of the internal workings of a firm. PRIOR SALES EXPERIENCE NOT REQUIRED! Base salary \$45K plus/ yr 1 income with commission \$80K plus. Submit resumes immediately to [Dmadock@annrogantampa.com](mailto:Dmadock@annrogantampa.com). Rapid hires for the proper candidate.

April 4: Mark Gillam Enterprises: Part time stenographer needed on call or full time if experience includes bookkeeping. Financial planning and business management office in Fair Oaks, CA. Phone: 916-961-2200 Email: [Jlouisem@gent.com](mailto:Jlouisem@gent.com)

### Seeking Employment

July 5: Scopist CaseCAT. Former CSR, excellent attention to detail, needs clientele. 30 free pages first job! Lori Yared, 925-292-1964, [stonyhill3@comcast.net](mailto:stonyhill3@comcast.net)

Scopist Available: I am a retired Court Reporter of over 30 years, now enjoying doing scoping for other busy reporters. I work with ProCAT Winner XP. I have extensive experience in both court and deposition work. All exchanges can be done on the computer. Please contact Betsy at [Betsy@jackswebs.com](mailto:Betsy@jackswebs.com)

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# Classified Ads

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### Training and Instruction

Captioner Training: California Captioning Services offers both onsite and offsite live interactive teletraining and tutoring in the Seven Steps to Broadcast Captioning. For training dates and enrollment information, visit our website at [CaliforniaCaptioningServices.com](http://CaliforniaCaptioningServices.com), or give us a call at 949-888-4763.

### Equipment Wanted

Machines Needed: After a recent survey that showed new student enrollment up by 40%, many new students are in need of equipment and supplies. Remember what it was like to be a starving student? I sure do. Both public and private schools are asking for your help. They need used steno machines, manual or electric. Also they are asking for donations of scraps of paper, or even a whole box if you are feeling generous, and manuals that you no longer need. Here's how you can help: Go through that back corner of the closet, attic or garage and see what you can find. Or contact someone you know who has retired or no longer pursuing a career in court reporting; see if they'd like to donate their machine. Then contact a local school to make your donation. If you don't know of a school near you or you can't find a home for your precious hand-me-downs, contact me at [gerie@psln.com](mailto:gerie@psln.com), and I'll find one for you.

### Proofreaders

July 25: DepoProofReaders.com & DepoproofReadersOnline.com invite you to try their proof reading services. Over 17 years of legal experience in all types of law. We offer you competitive prices, experienced, skilled and reliable service for the right price. Tel: (916) 293-2670/Email: [icasipit@depoproofreaders.com](mailto:icasipit@depoproofreaders.com)

Hire an experienced proofreader with a paralegal certificate and medical background for your straight proofreading needs. Visit web site (<http://WeNeverSleep.biz>) or call (760) 409-7547 in Palm Springs, CA (night or day). Due to spam, e-mail addy is only available from web site.

### NEW Listing!

For Sale: Stentura 8000LX. Includes extra battery, realtime cables, laptop table with tripod. \$2,200.00  
Total Eclipse Software, version 4.1, under continuous maintenance. \$2,500.00.  
**Contact Joanne Bergren, (760) 772-0013.**

**TurboCAT**

Job Menu Dictionary Menu  
Realtime Litigation Support  
Utility Menu CAPticator Online  
[F10] Exit [F1] Help!

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**SmartCAT**

Job Menu Dictionary  
Realtime Import Notes  
Files in Work Directory Style Sheet  
Help! Quick Start Guide  
Exit

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**Of Course You Waited, Now it's Time to Move.**  
*(Come see SmartCAT for Windows w/Bonus features... but only if you want to use them)*

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