FLORIDA COURT REPORTERS ASSOCIATION
2018 Annual Convention
The Plaza Resort & Spa
Daytona Beach, FL
June 8-10, 2018
Theme: "SHINE BRIGHT LIKE A DIAMOND"

<u>**THURSDAY, JUNE 7**</u>

7:00 p.m.   9:00 p.m.   **FCRA Past Presidents' Reunion Reception**

<u>**FRIDAY, JUNE 8**</u>

7:30 a.m. - 8:30 a.m.   Continental Breakfast with Exhibitors

7:30 a.m. - 5:00 p.m.   Registration Open

8:00 a.m. - 5:00 p.m.   FPR Course

SESSION #1:   **Title: Florida Rules & Ethics Certification Seminar**
SPEAKERS: Holly Kapacinskas, RPR, CRR, FPR; Cindy Bender, RPR, FPR; Paulita Kundid, FAPR, RPR, CLVS, FPR; Mathew McKinney, FPR

<u>FCRA presents this one-day seminar, which will cover Florida's Rules of Court as they apply to court reporters in depth, as well as showing how the NCRA Advisory Opinions apply. This is the class we all wish had been available in court reporting school.</u>

Your textbook will be the FCRA Florida Manual – over 300 pages of how-to information. An electronic copy of this manual will be sent to you prior to the class and by the end of the class you will have an intimate familiarity of this manual and how to use it. All information will be presented to you in classroom format. This is not an open microphone discussion session as our ethics seminars have been. In order to convey as much information as possible, this will be a highly organized presentation.

Starting with the historical background of all transcript formats from the Federal Rules, we will guide you through the maze of Florida's Rules of Court. We will show how those rules apply to your role and responsibilities at all types of proceedings. We will show you how to apply NCRA's Advisory Opinions to your daily reporter life. Then we'll take you step by step through to completion of the transcript. We will cover the various kinds of depositions, sworn statements, arbitrations, examinations under oath, independent medical examinations, and court proceedings. We'll show you why you put what information where, what is required, and what is prohibited. You will learn the Florida mandated transcript formats and how to apply them to your transcript. You will be guided through records pickups and how the Federal HIPAA Act impacts your performance of this routine assignment.

(.5 CEUs)

8:30 a.m. - 10:00 a.m.   **Concurrent Session**

SESSION #2:   **Title: Case CATalyst Version 19**
SPEAKER: Cindi Lynch, Training Program Manager

CATalyst's Version 19 includes a variety of new features, and enhancements for your favorite realtime, edit and manage jobs features.Learn how to take full advantage of what's new in Version 19!

(.15 CEUs)

8:30 a.m. - 10:00 a.m.   **Concurrent Session**

SESSION #3:   **Title: What's New In Total Eclipse Version 9**
SPEAKER: Michael Starkman, Regional Director of Sales, Certified Eclipse Trainer

We'll explore the latest enhancements in Version 9. History will once again repeat itself with a new version of Eclipse dazzling Eclipse users everywhere!

(.15 CEUs)

8:30 a.m. - 10:00 a.m.   **Concurrent Session**

SESSION #4:   **Title: ProCAT Software Training**
SPEAKER: Ann Baldassari, RPR, RMR, CRR, CRC, FPR

This seminar will cover the new features for Version 17, such as setting up multiple workstations for litigation support and/or CART, setting up CasePad or Streamtext, enhanced number conversion, audio track, new columnar indexing, and printing condensed PDFs.

It will also cover how to create symbols and attach them to a stroke such as the euro mark, how to create super and subscripting, and how to use job dictionaries to enhance your translation rate.

(.15 CEUs)

10:00 a.m. - 10:30 a.m.   Refreshment Break

10:30 a.m. - 12:00 p.m.   **Concurrent Session**

SESSION #5:   **Title: CATalyst: Tips to Improve Translation Accuracy**
SPEAKER: Cindi Lynch, Training Program Manager

The most accurate translation results aren't just due to clean writing: they're also achieved by knowing how to take full advantage of translate features and options available to you in Case CATalyst. In this class you'll become aware of and learn how to adjust settings, and learn simple one-stroke tweaks that can improve the quality of your translation results.

(.15 CEUs)

10:30 a.m. - 12:00 p.m.	**Concurrent Session**

SESSION #6:	**Title: What's New In Total Eclipse Version 9**
SPEAKER: Michael Starkman, Regional Director of Sales, Certified Eclipse Trainer

We'll explore the latest enhancements in Version 9. History will once again repeat itself with a new version of Eclipse dazzling Eclipse users everywhere!

(.15 CEUs)

10:30a.m. - 12:00 p.m.	**Concurrent Session**

SESSION #7:	**Title: ProCAT Software Training**
SPEAKER: Ann Baldassari, RPR, RMR, CRR, CRC, FPR

This seminar will cover the new features for Version 17, such as setting up multiple workstations for litigation support and/or CART, setting up CasePad or Streamtext, enhanced number conversion, audio track, new columnar indexing, and printing condensed PDFs.

It will also cover how to create symbols and attach them to a stroke such as the euro mark, how to create super and subscripting, and how to use job dictionaries to enhance your translation rate.

(.15 CEUs)

12:00 p.m. - 1:30 p.m.	Lunch on Your Own
12:15 p.m. - 1:30 p.m.	**Student Luncheon with FCRA Board of Directors**
1:30 p.m. - 3:00 p.m.	**Concurrent Session**

SESSION #8:	**Title: CATalyst: Tips to Boost Edit Efficiency and Speed**
SPEAKER: Cindi Lynch, Training Program Manager

It's amazing how such tiny tips can make such a huge difference in terms of how many more pages you can produce per hour! In this class, you'll learn to use features and shortcuts that can significantly reduce the time you spend editing.

(.15 CEUs)

1:30 p.m. - 3:00 p.m.	**Concurrent Session**

SESSION #9:	**Title: What's New In Total Eclipse Version 9**
SPEAKER: Michael Starkman, Regional Director of Sales, Certified Eclipse Trainer

We'll explore the latest enhancements in Version 9. History will once again repeat itself with a new version of Eclipse dazzling Eclipse users everywhere!

(.15 CEUs)

1:30 p.m. - 3:00 p.m.	**Concurrent Session**

SESSION #10: **Title: ProCAT Software Training**
SPEAKER: Ann Baldassari, RPR, RMR, CRR, CRC, FPR

This seminar will cover the new features for Version 17, such as setting up multiple workstations for litigation support and/or CART, setting up CasePad or Streamtext, enhanced number conversion, audio track, new columnar indexing, and printing condensed PDFs.

It will also cover how to create symbols and attach them to a stroke such as the euro mark, how to create super and subscripting, and how to use job dictionaries to enhance your translation rate.

(.15 CEUs)

3:00 p.m. - 3:30 p.m.	Refreshment Break with Exhibitors
3:00 p.m. - 5:00 p.m.	Exhibit Hall Open
3:30 p.m. - 5:00 p.m.	FPR Exam
4:30 p.m. - 5:00 p.m.	**FCRA Realtime Challenge (.25 PDCs)** **Facilitator: Sheri Smargon, RDR, CRR, CRC, FPR, M.A.**

The Realtime Challenge consists of Literary material at 180 wpm, Jury Charge material at 200 wpm, and Q & A material at 225 wpm. Transcripts may be in ALL CAPS. You must produce an RTF, TXT, or PDF transcript. The proctor will have a USB drive on which you will export text. Must have 96% accuracy to receive PDC credit. FCRA follows NCRA's guidelines of "What is an Error," which may be found at https://www.ncra.org/files/Certification. Competitor with the highest combined score wins.

5:00 p.m. - 6:30 p.m.	**Reporter Networking Happy Hour**

SATURDAY, JUNE 9

7:00 a.m. – 8:00 a.m.	**One Mile Fitness Walk**
7:30 a.m. - 8:30 a.m.	Breakfast with Exhibitors
7:30 a.m. - 5:00 p.m.	Registration Open
7:30 a.m. - 4:30 p.m.	Exhibits Open
8:30 a.m. - 9:30 a.m.	**General Session**

SESSION #11:   **Title:** Court Reporters, Scopists, and Proofreaders – WHY WE NEED EACH OTHER!
Panel: Betsee Thompson, Scopist/Proofreader; Elli Harris, Scopist/Proofreader; and Michelle Baden, RPR, FPR, CSR (Illinois)
MODERATOR: Rosa Naccarato

Reporters – Are you working all the time, not sleeping enough, ignoring that resolution to get more exercise, telling your family you have to work all weekend again and again? It's time to work smarter!! Developing a good relationship with a scopist and/or proofreader can lead to better work/life balance, higher productivity, higher revenue potential, faster turnaround time to your clients – and more. Join this interactive discussion for tips to finding a good scopist/proofreader, how to send files, what scopists need to do a good job for you, and what it takes to "get some of your life back"!!

(.1 CEUs)

9:30 a.m. - 10:30 a.m.   **General Session**

SESSION #12:   **Title: Searching the Internet: Tips, Tricks, and Things to Know**
SPEAKER: Tom O'Brien, Assistant University Librarian at Florida Atlantic University, Boca Raton.

This session will focus on ways to facilitate everyday internet searching as well as introducing attendees to free electronic resources, courtesy of the Florida Electronic Library.

(.1 CEUs)

10:30 a.m. - 11:00 a.m.   Coffee Break with Exhibitors

11:00 a.m. - 12:00 p.m.   **General Session**

SESSION #13:   **Title: Rebuilding our Profession – Together**
SPEAKER: Glyn Poage, RDR, CRR, CSR

Glyn Poage, co-founder of Project Steno and former school owner, has spent years training students and developing reporters for successful careers in our time-honored profession. In this motivational and upbeat presentation, Glyn will discuss the need for all of us to work – together – to bring young people into court reporting and captioning. Learn about the grassroots A to Z program and other efforts that are being implemented to attract the next generation of reporters. Hear about Project Steno's exciting awareness campaign and tuition assistance/student monitoring program. Walk away with a new can-do spirit. Yes, WE can do this!

(.1 CEUs)

12:00 p.m. - 1:30 p.m.   Luncheon, Annual Business Meeting & Installation of Officers/Directors

1:45 p.m. - 2:45 p.m.	**General Session**

SESSION #14: **Title: FCRA Town Hall**
Moderator: Dave Wenhold, CAE, PLC

This Town Hall Meeting is devoted to our Membership's future. Bring your questions, concerns, and great ideas about the present and future of the court reporting profession and how FCRA can stay out ahead in this ever-changing industry. Our panel will consist of our FCRA President, Immediate Past President and Members of our Government Relations Committee.

(.1 CEUs)

2:45 p.m. – 3:15 p.m.	Refreshment Break with Exhibitors
3:30 p.m. – 5:30 p.m.	**General Session**

SESSION #15: **Title: Tough Love with the Depoman**
SPEAKER: Mike Miller, FAPR, RDR, CRR

Join Mike for a frank and in-your-face assessment of the current state of freelance reporting. Topics will include best practices, proofing techniques, and utilizing your software to help minimize errors. Bring your sense of humor and prepare to be educated, shocked, amused, and possibly offended when "Depoman" takes the stage.

(.2 CEUs)

5:30 p.m. - 6:15 p.m.	**Treasure Trove Raffle Drawing**
6:30 p.m. - 7:30 p.m.	Free Time
7:30 p.m. - 10:30 p.m.	**President's Party**

SUNDAY, JUNE 10

8:00 a.m. - 1:30 p.m.	Registration Desk Open
8:00 a.m. – 9:00 a.m.	Breakfast With Exhibitors
8:00 a.m. – 9:00 a.m.	"STUDENTS ONLY" Breakfast/Meet and Greet with Vendors and Speakers
8:00 a.m. - 1:30 p.m.	Exhibit Hall Open
9:00 a.m. - 10:00 a.m.	**General Session**

SESSION #16: **Title: CART/Captioning: Career Options and Update**
SPEAKERS: Jennifer Bonfilio, RMR-CRC

Ms. Bonfilio will introduce participants to an overview of the career of

Captioning, including how to obtain training, work schedules, employment opportunities, the pros and cons of Employee vs. Independent Contractor status, salary potential, and more!

(.1 CEUs)

10:15 a.m. - 11:15 a.m.　　**General Session**

SESSION #17:　　**Title:　CART/Captioning: Career Options and Update**
SPEAKERS: Jennifer Bonfilio, RMR-CRC

Participants will view, up close and personal, a demonstration of the hardware and software requirements to build your Captioning studio as well as associated costs. Ms. Bonfilio will discuss various options and alternatives when certain captioning hardware and software is not available.

(.1 CEUs)

11:15 a.m. - 11:30 a.m.　　Refreshment Break with Exhibitors

11:30 a.m. - 1:30 p.m.　　**General Session**

SESSION #18:　　**Title:　Writing for Realtime**
SPEAKER:　Cindy Fleegle, RPR, CRI

"Writing for Realtime" is an in-depth look at your writing style, your theory, your dictionary and how to make changes so you can become a "Realtime Writer" and achieve a clean translation of your steno, provide quick turnaround of your transcripts, provide Roughs, and ultimately become a "Realtime Provider".

(.2 CEUs)

1:30 p.m.　　Conference Adjourns