

Dear Challenge Participant,

As someone who has signed up to participate in the FCRA Thomas Hughes Memorial Realtime Challenge, please note below the following procedures will be in place for the 2021 event in Clearwater, Florida, which is scheduled to take place on Friday, June 25.

**THE TEST FILE MAY BE SUBMITTED IN ALL CAPITAL LETTERS**

**For the Challenge, the final files for grading are required to be emailed to the graders.**

**If the file is unable to be emailed, the file must be submitted via flash drive provided by the contestant. Any flash drives submitted will be returned to you after the results are announced. Your drives will be available at the Conference registration desk.**

**The 2021 Thomas Hughes Memorial Realtime Challenge will be delivered via PRERECORDED dictation and will be played aloud for the Challenge. The Challenge consists of two sections, Q&A at 225 wpm for five minutes and literary/judicial material at 180 wpm for five minutes.**

Final files for grading are required to be formatted as follows:

- Submit each leg as a separate PDF or RTF file
- There should be page numbers (but these may be handwritten, if necessary)
- No contestant name or firm name listed except on the first page (may be handwritten)

**A wordlist will be provided to each contestant prior to the Challenge starting. If you choose not to enter those words into your dictionary and you spell them differently from the provided wordlist in your realtime translation, an error will be marked for each occurrence.**

FCRA will be following NCRA's "What is an Error" guidelines in grading. Those may be found by [clicking here](#). FCRA will seek approval from NCRA for the granting of 0.25 PDC per qualifying test under the Q&A Challenge section. NCRA will grant credit for these contests so long as they meet the published criteria for the realtime contest held at the most recent NCRA Convention & Expo. A maximum of 1.0 credit from all non-CEU credits will be accepted by NCRA per three-year cycle.

The schedule for the 2021 Realtime Challenge is as follows:

- Friday, June 25, 5:00 – 5:30 p.m. – Realtime Challenge warmup
- Friday, June 25, 5:30 – 6:00 p.m. – Realtime Challenge  
Doors will be locked at 5:30 p.m. No late admittance will be permitted.

**The RESULTS of the Challenge will be presented at the Business Luncheon which commences at 12:00 p.m. on Saturday, June 26**

There will be three winners in each Challenge section (Literary/Judicial material and Q&A material) consisting of 1st, 2nd, and 3rd place. There will be one overall winner based on total error count after both legs are graded. The same person may win multiple legs but may not win the overall Challenge depending on their total score in each leg of the Challenge.

Good luck and best wishes,

2021 Testing Committee