

A. Take something you love to do and make it into your life-long career.

B. Appreciate the opportunity to talk to a captive audience about something I have loved doing for 30 years.

C. CD "Spotlight on Court Reporting and Captioning" is an overview of the field of reporting.

1. Open Caseview; tran and edit - remember to feed to Caseview.

2. Steno machine; write names as they come in; show the screen.

3. Explain machine shorthand; like learning a foreign language. Speed. Language.

4. Explain Computer-Aided Transcription (CAT). Show notes. Show dictionaries.

5. Explain jobs: Judicial reporter; freelance reporter; CART reporter; captioner.

6. Handouts.

7. Questions.

8. Door prizes.

9. Web sites: www.BestFuture.com and www.aib.edu.

10. Transcript.

11. Copy NCRA web pages to show on screen

12. Skit with "Questions ..." or from an old transcript, using the students, and giving them name tags.