



2017 NVCRA Annual Convention
February 24 - 26, 2017

GRAND SIERRA RESORT AND CASINO
2500 East Second Street
Reno, Nevada 89595

SCHEDULE of Seminars

Schedule subject to change without notice.
1.55 CEUs pending approval (.25 Nevada CEUs)

Thursday, February 23, 2017

1:00pm Optional Tour of Nevada Legislature and Meet Your
Representatives

Friday, February 24, 2017 (.35 CEUs)

4:00pm – 7:00pm **Registration**

5:00pm – 9:00pm **Cocktail and Appetizer buffet during sessions**

5:00pm – 6:00pm **Nevada Statutes and Their Effect on the .10 CEUs***
Integrity of Our Records

This seminar will explore the Nevada Revised Statutes that apply to court reporters in Nevada. We will delve into the requirements for testing, maintaining your certifications, the role of the Nevada Certified Court Reporters Board, and prohibited acts in Nevada. It will also include a Q/A session at the end to address common questions or misconceptions. Some of the issues covered will be:

- NRS 656.186 Court reporting firm: Qualifications and appointment of designated representative; regulations.
- NRS 656.020 Legislative declaration.
- NRCP RULE 28a, b & c. Persons before whom deposition can be taken.

- NRS 656.145 Unlawful to practice without certificate or temporary approval of Board; requirements for practicing court reporting on a temporary basis.
- NRS 656.185 Court reporting firm: License required; application.

6:00pm – 7:30pm **Gadgets, Apps and Tech Prep**
Sue Terry, FAPR, RPR, CRR **.15 CEUs**

If you want to be more productive and comfortable as you work, this seminar will provide you with a wealth of knowledge of the latest and greatest apps and gadgets. In addition, if you've ever been sent a job sheet for a big job the next day, only to discover that it's going to be highly technical with no prep provided, this seminar will provide you with the latest methods of effective research that will help you be well prepared for that assignment. Very fun class with lots of useful knowledge. Bring along your list of favorites, too, and we'll leave time to share.

7:30pm – 8:00pm **Networking Break with Vendors**

Take a break with our exhibiting partners and learn about the latest changes in court reporting technology and enjoy perusing a variety of other exciting products and services!

8:00pm – 9:00pm **Meet and Greet and Don't Forget Your Briefs! .10 CEUs**
NVCRA BOD

As a court reporter, you are learning something new every day! Come share your latest brief forms with your colleagues as we help each other continue to keep writing shorter every day! Don't miss this opportunity to network with your colleagues in this interactive seminar!

Saturday, February 25, 2017 (.9 CEUs)

8:00am – 8:30am **Continental Breakfast**

8:30am – 10:30am **SOFTWARE TRAINING** **.20 CEUs**

Track One:

Case CATalyst - Course 1: Artificial Intelligence

The definition of the phrase artificial intelligence is "the theory and development of computer systems ability to

perform tasks that normally require human intelligence”. In CAT software, that includes a few translate options that help figure out what you meant to write or what you might want to write. You control the intelligence by knowing what to turn on or off to get the results you desire.

- Drag & Drop Analysis
- Automatic Colloquy & BY Lines
- Smart punctuation
- Automatic conflict resolution
- Numbers, Triggers & Conversions
- Realtime Aids

**Track Two:
Eclipse – See Attached Course Outline**

10:30am – 11:00am **Networking Break with Vendors**

11:00am – 12:30pm **SOFTWARE TRAINING** **.15 CEUs**

**Track One:
Case CATalyst - Course 2: What could you be writing**

The goal is to keep editing to a minimum. The more you can do when you write will save you editing time later. Knowing what’s available and where to find it and what it does is key to a successful translation. Get some help with your numbers, email & web addresses, capitalization of words and phrases, and an alphabet for finger spellings.

- Realtime dictionary commands
- Exceptional Extras

**Track Two:
Eclipse - See Attached Course Outline**

12:30pm – 1:00pm **Luncheon/Business Meeting – All Convention Attendees**

1:00pm – 1:30pm **Concierge Service** **.05 CEUs**
Michael Starkman

Michael is going to discuss Concierge Setup Service, which is the popular service eVerbatim offers reporters who purchase laptop computers from them. Essentially, instead of you taking the time to research and setup a new computer for reporting, they're going to do all of that work for you!

1:30pm – 2:00pm **Networking Break with Vendors**

2:00pm – 3:30pm **Technological Ethics** **.15 CEUs***
Attorney Massey Mayo

The ethical quandaries regarding technology and Court Reporters. As technology increasingly consumes more of our daily lives, Court Reporters need to be vigilant in understanding their ethical obligations and the “Do’s and Dont’s” with regard to the use of technology and impartiality, security, and even social media.

3:30pm – 5:00pm **Software Training** **.15 CEUs**

Track One:
Case CATalyst - Course 3: What makes a great include file

Don’t let your title pages, certificate pages, and parentheticals slow you down. With the use of tables, fields, conflicts and scanstops make them the best they can be. Decide which is better way to insert the text into the transcript

- Auto includes
- EZ-Text
- Dictionary definitions

Track Two:
Eclipse – See Attached Course Outline

5:00pm – 5:30pm **Networking Break with Vendors**

5:30pm – 7:30pm **Software Training** **.20 CEUs**

Track One: Case CATalyst - Course 4: Edit by design

Editing can be very time-consuming when there are a lot of corrections to make. Knowing what the software has available to cut that time down is as important as writing the job. This session will explore what features get overlooked and how and when to use them.

- Punctuation shortcuts
- Number fixes
- Word fixes

**Track Two:
Eclipse – See Attached Course Outline**

7:30pm **Dinner On Your Own.**

Sunday, February 26, 2017 (.3 CEUs)

9:00am – 11:00am **Behind the Scenes of the Jodi Arias Trial .20 CEUs**
Marla Arnold and Michael Babicky

Court Reporter's Perspective - Rapid fire testimony, international & national media interest, first live-Tweeted trial and sealed transcripts are just some of the highlights we will speak about and how a court reporter navigates through challenges and production of transcripts on such a high-profile trial.

11am – 11:15am **Networking Break**

11:15am – 12:15pm **Town Hall Meeting - Legislative Update .10 CEUs**
NVCRA BOD and Sue Terry, FAPR, RPR, CRR

Wrap up the 2017 Convention with an all-important Legislative Update on our latest initiative and proposed Legislative Bill. Sue Terry will catch us up on all of the latest NCRA happenings!

CEUs pending approval.

*Nevada-specific CEUs

TRACK TWO – ECLIPSE TRAINING – Course Outline

WHAT'S NEW IN VERSION 8

Auto-brief Enhancements:

- **New Categories:** Two new categories have been added to the Auto-brief feature. One category tries to separate those briefs that are more likely to be used in everyday writing from those used just for the job. The other category refers to briefs already used in the job.
- **Show reminder briefs in steno window:** During the editing process, be reminded of briefs that can be used in the future.
- **Auto-brief suggestions during editing:** It's now possible to request a brief even if you're not in an active realtime translation.
- **Auto-brief using user-supplied steno:** You can now instruct Auto-brief to change the steno for a specific suggestion, and it's steno you choose yourself.

Number Conversion:

- **Unlimited write-out rules:** Write out rules determine when a number will translate as a word as opposed to a digit. Now the automatic number conversion can accommodate any preferences for when numbers should be written out.
- **Persistent number triggers:** Write a trigger and the next group of numbers will be formatted however you need them to be; dates, roman numerals, currency, custom formats, written out, digits, etc.
- **Numbers in a list:** Improved translation accuracy for numbers in a list.

Proofreading:

- **Export your transcript file to PDF:** Proofread the file. If you make any notes or use highlighting in the PDF file, those marks and notes will be imported back into your Eclipse text document.

Conflicts:

- **Conflict resolution enhancements:** Improved a/an conflict resolution capability.
- **Glue symbol added to list of conflict AI types**

- Job-specific autoreplacements: The Autoreplacements feature is an oldie but goodie and can be a great time-saving tool during the editing process. It's been expanded to now allow for job-specific autoreplacements.

Connection Magic

- Easier connections to the Connection Magic system, including simultaneous use of internet and LAN

New Document Status system

- A system of paragraph status display and reporting has been created in order to track the progress of the production or delivery process. Up to 8 user-definable statuses can be created.

SOME HIGHLIGHTS FROM VERSION 7

Delivery Function

- All of your post-editing tasks are just a couple of mouse clicks away.
- Want to create an ASCII file and attach it to an email - Two clicks of the mouse.
- Want to print the transcript, create and email an ASCII and PDF file, all simultaneously - Two clicks of the mouse.

Enhanced PDF output options

- Use embedded exhibits to attach exhibits to the PDF file.
- Built-in digital signature capability.
- All-word index now has bookmarks.

MISCELLANEOUS:

Autobrief

- Minimum reminder savings
- Archive all suggested briefs
- Require accept stroke
- Theory settings

Dictionaries

- How can a dictionary-related feature help you build speed?
- Creating one job dictionary for multi-day trials or depositions

Creating Macros – The ultimate editing tool

- What is a macro?
- Basic macro creation
- Macro groups/sets
- Macro variables