

## IMPORTANT DATES

July

### Canada Day

July 1 2011 - Office Closed

### Salute to Summer Event

July 14 2011

### CCVS Open House

July 26 2011

August

### Civic Holiday

August 1 2011 - Office Closed

### Summer Break

Aug 1-Sept 2 2011 - Office Open

September

### Labor Day

September 5 2011—Office Closed

### Classes Begin

September 6 2011



## INSIDE THIS ISSUE:

Message from the President	2
CCVS Salute to Summer Event	2
Student Perspectives: CSRAO Conference	3-5
CCVS Open House	4
Summer Break Photo Contest	6
Finger Forum	6
Steno Spotlight: Cynthia Yan	7
CCVS Contact Info	8

Follow us on online!



# For the Record

VOLUME IV ISSUE I

SPRING/SUMMER 2011

## Chartered Shorthand Reporters' Association of Ontario Conference 2011

On June 10-11 2011 the Chartered Shorthand Reporters' Association of Ontario (CSRAO) held its annual conference in downtown Toronto. This year, a special workshop was arranged specifically for students and new reporters.

A panel of reporting agency owners from the Toronto area, as well as a representative from the Canadian Senate answered questions from current and prospective students regarding their agencies and the industry in Ontario and beyond. The conference was a great opportunity for students to network and to make a star impression amongst potential future employers.



CCVS students gather at a local coffee shop before attending the CSRAO conference  
Left to right: Rubina, Helene, Colin, Lee-Anne and Mance

Other conference topics included: “Protecting your data and online identity”, “Writing your Reputation – e-business Communication Skills” and “Leveraging Social Media for Business”.

See pages 3-5 for CSRAO Student Perspectives

## Message from the President



**Kim Stewart**  
CCVS President

This edition of "For the Record" offers some insightful thoughts from our students about current events at CCVS.

One event in particular was the annual convention of the Chartered Shorthand Reporters' Association of Ontario (CSRAO), where a panel of agency owners, myself included, answered students' questions about the court reporting profession. Thanks to all the students who came to the workshop; it was a huge and successful turnout. This was an unprecedented event that allowed students to hear directly from a variety of employers about their chosen profession. I hope that the conversation about the event and the information gleaned from it will continue so that the court reporting community can continue to develop beyond the confines of the school.

Running an agency and a school has allowed me to observe students' progression from student to working reporter. At least one other agency on the panel indicated that CCVS students were under its mentorship, which is very encouraging news. I hope that this session inspired prospective and current students alike to think about the qualities agencies are looking for in new recruits.

As we head into summer, I encourage all students to keep up with court reporting trends and opportunities. While CCVS offers you skills training, be proactive in making connections in the industry so you get a better understanding of the day-to-day responsibilities as well as the general expectations of the court reporting profession.



### CCVS Salute to Summer Event!!!!



Thursday July 14, 2011 - 12:30 pm - 2:30 pm  
10 Saint Mary Street, Toronto, ON

CCVS Students and Grads are invited to attend a wine & cheese event to mark the end of the school year

To RSVP, please contact Kimberley John at 416-960-2287 or [kimjohn@verbatimstudies.com](mailto:kimjohn@verbatimstudies.com)

# Student Perspectives: CSRAO Conference 2011

CCVS students share their impressions and thoughts experienced at the Chartered Shorthand Reporters' Association Conference on June 10-11 2011

## Student Perspective: Lee-Anne Dantzer - *Online Student*



*"Prior to the conference, I was a determined, yet foggy-headed, student".*

I am an Online student at CCVS, so most of my time is spent in front of my steno machine in what I affectionately refer to as *my cave*. On June 10<sup>th</sup> and 11<sup>th</sup> I ventured out and made my way to Toronto for the CSRAO conference, an informational weekend directed to CCVS students and working stenographers. For me, this event was transformational. Prior to the conference I was a determined, yet foggy-headed, student. Post-conference I am a student with clear goals, renewed motivation, new friends, and many, *many* answered questions.

The Friday night conference delivered a panel of potential employers consisting of agencies, a Senate representative (who, I might add, may also find a lucrative career as a comedian), and a working reporter, all speaking to their experiences in an open discussion format. On Saturday, the lectures covered such topics as computer security maintenance, professionalism in communication, and an inspiring lecture, presented by Sarah L Wood (NCRA), on marketing yourself in today's social networking online communities. Given the opportunity, I will attend the conference next year. The insight and focus I gained was invaluable.

As I return to my cave, I take comfort in the opportunities presented for the development of my profession as a stenographer, and in that I have a strong community who is encouraging me to succeed, and *want* me to succeed. As Kim Neeson, a working court reporter, advised; there will be many "twists and turns", but to "stay the course". Twists and turns indeed! But at least now I can see what lies ahead.



## CSRAO Student Perspective: Deborah Elderhorst - Online Student

“We need Realtime reporters in the industry,” said Karin Jenkner, a freelance reporter who chaired the Chartered Shorthand Reporters Association of Ontario’s (CSRAO) 2011 Convention and AGM. Her message was echoed by many industry veterans at the events, who urged students to focus on attaining recognized skills and qualifications.

“There are so many opportunities, in so many venues, for qualified reporters,” said CSRAO council fellow and freelance reporter, Bonnie Van Der Meer. “Strive for the best skills and qualifications you can. The more highly skilled people there are, the better for the industry.” Added Ms. Jenkner, “...[C]ourt is now a very small area of our work. You can have a very satisfying career without ever working in a courtroom.” Her comments were supported in discussions this student had with other freelance reporters at the AGM.

Employers had high praise for the standard of training being offered to students at CCVS. The Senate’s Managing Editor, D’Arcy McPherson, said the CCVS curriculum far exceeded what was offered to Canadian court reporting students in the past. He stressed the importance of acumen; skills; a solid grounding in steno theory; and a conflict-free dictionary for would-be reporters, and said “The speed of 225wpm should be viewed as a starting point.” He noted that the Senate has literary style speakers who commonly reach speeds of 240wpm and above. Noted Realtime reporter, Teresa Forbes, agreed with the need for continuing education throughout one’s career, and stressed the importance of recognized certification to hiring agencies.



### Canadian Centre for Verbatim Studies Summer Open House: *Tuesday July 26th 2011*



2 sessions available: 4:00 pm and 5:30 pm

Call or email to reserve your seat

416-960-2287 or [info@verbatimstudies.com](mailto:info@verbatimstudies.com)

*Classes start September 6th 2011!*



## CSRAO Student Perspective:

### Andrea Stark - In-Class Student



I was fortunate enough to have the opportunity to attend both days of the CSRAO convention. Both days were entirely different, and useful in their own ways.

The Friday event, geared towards students, was full of positive messages about our future. The panelists agreed that the air was charged with young energy, and the panel seemed genuinely excited for the future of the industry, namely us. There were statements along the lines of *"I love what I do"*, and *"I swear by the profession"*, and *"We provide a supportive environment, there is a network of reporters who have your back"* and *"CCVS is an excellent breeding ground, the training we are getting is far beyond what the panelists had 20 years ago"* Obviously, I am paraphrasing. Tucked into all of this positive talk there was one major point that kept coming up: *"Focus on speed and accuracy. Get up to 225wpm before thinking of anything else"*.

The Saturday event was more like an insider's report. The various presentations included "Securing Your Small Business", "How to Use Language Effectively in Your Own Writing", and "How to effectively and efficiently use Facebook, Twitter and LinkedIn". All are topics which concern the working reporter, the intended audience of the event. We were given the privilege to stay for the Annual General Meeting (AGM) which is usually a closed event. The most pressing item of business was the changes coming to the Superior Court system, where they have decided to go with digital audio instead of court reporters. It is unfortunate that the government does not see the value of the services provided by reporters. It was mentioned that we sit so quietly performing a nearly invisible skill which will not be fully appreciated until it is missing. However, the members clearly wanted to best accommodate their clients in any way possible which speaks well to the community we are joining.

*"[T]he members clearly wanted to best accommodate their colleagues in any way possible which speaks well to the community we are joining"*.

At the end of the day there is more to court reporting than Superior Court. There are many venues where court reporting is a growing field. Personally, I am excited to see what the future holds for us, but in the meantime, our only focus is 225wpm!



### **CCVS Online Store**

Looking for gift ideas or a way to show your school spirit?

Check out the CCVS online store

<http://www.verbatimstudies.com/shop.html>



# SUMMER BREAK PHOTO CONTEST!

CCVS students, Helene and Lee-Anne, demonstrate how study time can be worked into a busy schedule. During the Summer Break, students are encouraged to snap shots of the creative ways they incorporate steno study time with their vacation plans.



Helene studies steno while styling

The top 3 photos will receive a prize!

### Grand Prize

**\$100 Electronics Gift Card**

### 1st Runner Up

**\$50 Restaurant Gift Certificate**

### 2nd Runner Up

**\$25 Night at the Movies Gift Card**

Show us how summer fun and study can be creatively combined during your break!



Lee-Anne focuses on Phoenix Theory when fishing

Email your photos to: [kimjohn@verbatimstudies.com](mailto:kimjohn@verbatimstudies.com) by September 30 2011.

### Contest Rules:

- Contest is open from July 28 - September 30 2011 (entries will be accepted until 11:55 pm).
- Students can submit unlimited entries but will be eligible to win one (1) prize.
- Photos must be taken in the spirit of fun. Photos of a questionable or offensive nature will be deemed ineligible.
- CCVS is not responsible for internet transmission issues or technology related submission delays.
- All photos submitted become the property of CCVS and may be used within future print and multimedia promotional material.
- Prizes cannot be exchanged, substituted or redeemed for their monetary value.

## Finger Forum

By: Nathaniel Barnes

Reading steno is great practice for mental development. What is your level?



### Beginner

/KWROU/K-/TKAO/T-/-FPLT

### Intermediate

/KWAULT/S-/TPHOT/APB/ABGT/-RBGS/T-/S\*A/HABT/-FPLT

### Expert

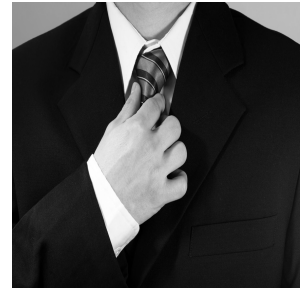
/TP-/KWROU/K-/TPEUL/TH-/UPB/TPOR/TKPWEUFB/-G/PH-PBT/W-/SK\*EUBGT/S\*EBGDZ/P-F/  
WURGT/OF/TK\*EUS/-PBS/RUPB/-RBGS/KWOURZ/STH\*/URGT/SKW-/AEFRBT/THATS/R-R/  
EUPB/T-/-FPLT/-FPLT/-FPLT



See Page 8 for English translations

## Steno Spotlight: Cynthia Yan

The Canadian Centre for Verbatim Studies (CCVS) is a private career college and the only post-secondary school in Canada that exclusively specializes in the training of Real-time Court Reporters and Broadcast Captioners in English. This spring one of our recent graduates, Cynthia Yan, had a once in a lifetime opportunity to showcase her stenography skills when she appeared in the taping of an upcoming NBC show called “Suits”.



*I'm the real deal. I'm not a paid actor pretending for TV. For once, a legal show was actually going to portray court reporters in the right light*

*“Sure, I was excited to sit in the makeup chair and have hair and makeup people fuss over me, but I was more excited to have the chance to represent real court reporters. I'm the real deal. I'm not a paid actor pretending for TV. For once, a legal show was actually going to portray court reporters in the right light”, Cynthia recounts. “As soon as I signed in, the word spread like fire that the real stenographer had arrived on location. A number of extras on set asked me about real life court proceedings. I used that as my opportunity to educate anybody and everybody who would listen”.*

*“I ended up explaining court processes. I also gave demonstrations on my steno machine to extras, makeup staff, production crew, and the assistant director. They were all fascinated with the fact that I could write everything they were saying and that it would appear on my Diamanté [stenography machine] and laptop screen”.*

Court reporting is a skilled, challenging, financially rewarding and often highly exhilarating career which was voted by [Forbes.com](http://Forbes.com) as a great “six-figure job you don't need a degree for”. The Canadian Centre for Verbatim Studies is very proud of the accomplishments of its graduates both within and outside of courtroom settings.



For more information about the Canadian Centre for Verbatim Studies, please visit [www.verbatimstudies.com](http://www.verbatimstudies.com)



**The Canadian Centre for Verbatim Studies**

10 Saint Mary Street - Suite 504

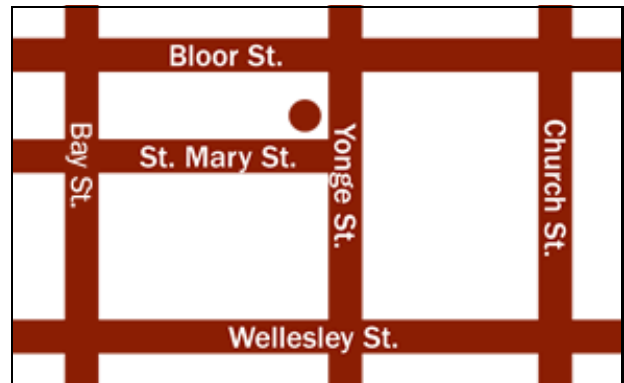
Toronto, ON, M4Y 1P9

416-960-2287

www.verbatimstudies.com

info@verbatimstudies.com

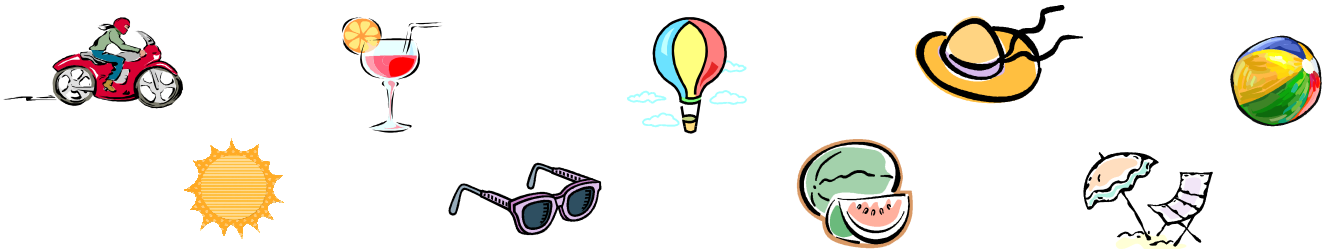
*A better future at your fingertips*



If you would like to audit a class or book an individual consultation please contact us at  
 416-960-2287 / 1-877-337-2287 or info@verbatimstudies.com  
 www.verbatimstudies.com

Canadian Centre for Verbatim Studies  
*A better future at your fingertips*

*CCVS wishes everyone a safe and relaxing Summer Break.  
 While enjoying your vacation, remember to set aside time to practice.*



**Finger Forum Translations**



**Beginner:** You can do it.



**Intermediate:** Quality is not an act, it is a habit.



**Advanced:** If you can fill the unforgiving minute with sixty seconds' worth of distance run, yours is the earth and everything that's in it.