

PRESIDENT'S MESSAGE

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My fellow colleagues,

I am delighted to bring our Fall 2015 CSRAO Convention to your attention.

This year's Convention is being hosted at the newly renovated Oakham House on the Ryerson University Campus located on the southwest corner of Church and Gould streets. Our out-of-town attendees should see the map on page 3. Please feel free to download the Convention Agenda Info from <http://www.csrao.net/index.php/csrao/convention-payment.html>.

Our students and younger reporters will be inspired by Stan Sakai, Stan the Stanographer, as he addresses how even new reporters can be good, strong technical writers in today's challenging work environments. You may remember Stan from the "For The Record" documentary as he attempted the world record.

As you know, real-time court reporting is still going strong on Parliament Hill in Ottawa, and we are pleased to feature two of our stars, D'Arcy McPherson and Minori Arai, to enlighten us on the process of reporting on the Hill and what it takes to be part of this honoured team.

For those of us who may feel a wee bit technically challenged, CSRAO has invited Sean Docherty, an IT expert, to discuss changes to the updated Windows operating system. So bring along all your questions, fears and trepidations. Sean will be happy to assuage your, ahem, curiosity about this major change.

Karen Peck from Stenograph will be bringing the new Stenograph Luminex along for us to have a hands-on look and feel.

I encourage you to sign up now, before you forget, and look forward to seeing you there!

Terry Wood, CSR, RPR
President, CSRAO 2014-2015
president@csrao.net

CALL FOR ARTICLES:

It only takes a second. Why not make a list of things as they occur to you and send them to webmaster@csrao.net when convenient. Please submit your best tips and shortforms. As a working reporter with experience, what helped you the most in your first two years is an example. Put on those thinking caps and remember back to the days of yore, folks.

CSRAO BOARD OF DIRECTORS

Executive Board Members (2014 - 2015)





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For membership issues, please contact the Secretary.

For fees, dues and convention/seminar registration issues, please contact the Treasurer.

For student liaison, please contact Examiner Minori Arai, CSR, RPR.

OUR SPONSORS and ADVERTISERS

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	<p>Suite 711, 136 – 2446 Bank Street Ottawa, Ontario K1V 1A8 (613) 521-0703 info@stenotran.com</p>

CONVENTION FALL 2015 SATURDAY, NOVEMBER 7th, 2015

Ryerson University
Oakham House
55 Gould Street
Toronto, Ontario
M5B 1E9



(Southwest corner of Gould and Church Streets)

Schedule	Agenda Items
8:30 a.m. - 9:00 a.m.	Registration AND Breakfast
9:00 a.m. - 10:30 a.m.	"The Changing World of Reporting" - Stan Sakai, CSR, CCP
10:30 a.m. - 11:00 a.m.	Nutritional Break
11:00 a.m. - 12:30 p.m.	"Reporting on Parliament Hill" <ul style="list-style-type: none"> o D'Arcy McPherson, CSR, RDR, CRR, CBC, CCP, CRI, CMRS, Managing Editor, Debates Services, Senate of Canada o Minori Arai, CSR, RPR, CRR, CBC, CCP, RCR (B.C.), Parliamentary Reporter, Debates Services, Senate of Canada
12:30 p.m. - 1:30 p.m.	Scrumptious Lunch
1:30 p.m. - 3:00 p.m.	Annual General Meeting
3:00 p.m. - 3:30 p.m.	Decadent Break
3:30 p.m. - 4:30 p.m.	"Keeping Current with IT" - Sean Docherty

NCRA Continuing Education Points		
CE Program ID	CE Program Date	CE Program Location
CSRAO110715	November 7, 2015	Toronto, Ontario

Session #	Course Description	CEU
1	The Changing World of Reporting	.15
2	Reporting on Parliament Hill	.15
3	Keeping Current With IT	.15
Total Available CEU		.45

"The Changing World of Reporting": Motivation and Real-time

Presenter: Stanley Sakai, CSR, CCP is a 26-year-old Washington State certified shorthand reporter (CSR) and NCRA certified CART provider (CCP) living in New York City. Originally fascinated with pen shorthand while studying at UW, he developed an interest in machine stenography after witnessing a CART provider working in one of his classes. After having received his bachelor's in linguistics from the University of Washington, Seattle, he taught himself machine shorthand.

Visit the www.STANographer.com web site for more news on Stan Sakai, CSR, CCP

As Stan describes his 'Real-time From The Get-Go', "I jumped right in to doing only real-time jobs. My first job was a biochemistry class no less. People ask me how I got my real-time good enough to CART in a year and a half and do broadcast captioning in two years' time. I kept myself accountable to make consistent progress without the guidance of a steno school."

On the challenges and opportunities of our changing profession, Stan says, "I provided CART for a deaf student attending NYU who wanted to take an intensive German class. I knew almost no German then, but it was a beginner's class, although it was to be taught almost exclusively in German. I had to create a dictionary from scratch after analysing sound

patterns in German and creating a 'theory' for the American steno machine layout that both captured the sound combinations that do not exist in English as well as have it not conflict with my English dictionary as the professor and students would switch back and forth on occasion without warning. So basically, I had to provide conflict-free, bilingual reporting. I had to come up with briefs in German, (SKPO*FRT = 'und so weiter', PW*FZ = 'beziehungsweise'), handle capitalization issues, compound nouns, and deal with the vastly more complicated inflectional system of number, cases, and gender that no longer exists in English."

"I will go over different techniques that I used to handle German using what I already know about steno as well as how I dealt with the switching back and forth with English."

"Reporting on Parliament Hill"

Presenters:

*D'Arcy McPherson, CSR, RDR, CRR, CBC, CCP, CRI, CMRS, Managing Editor, Debates Services, Senate of Canada
Minori Arai, CSR, RPR, CRR, CBC, CCP, RCR (B.C.), Parliamentary Reporter, Debates Services, Senate of Canada*

Learn the challenges that face Parliamentary Reporters at the Senate of Canada. How does one prepare for the rigours of captioning and reporting the Speech from the Throne, the Debates of the Senate, Rulings of the Speaker or committee hearings? Why is it necessary to have two separate speaker designations for each of the 105 Senators? What is Hansard?

Learn what skills, backgrounds and qualifications are sought in candidates for this intriguing work and what to expect during the hiring process. Find out about our on-going professional development, training and other resources. Hear personal stories from the Managing Editor of Senate Debates as well as a Parliamentary Reporter about their experiences in Canada's capital city, recording history as it's made.

The objective of this seminar is to familiarize members of CSRAO with the unique reporting method in the Senate of Canada. The Senate is a bilingual institution and has two teams of reporters (one English team, one French team). Each reporter will write both the text for the Debates as well as captions for accessibility for viewing on-site and for external broadcast. Senate reporters must go through an intensive hiring process that includes shorthand, editing, grammar and punctuation, current events, and writing style examination. In addition, there is a behavioural competency interview process that each candidate must pass that is held before a three-member panel.

This seminar will address the various roles of the Senate reporter, potential challenges and peculiarities of reporting in Canada's Parliament and all aspects of the hiring process.

"Keeping Current with IT"

Presenter: Sean Docherty

Having worked with a variety of for profit and nonprofit organizations, Sean Docherty is an IT professional with 15 years' experience. Goal-oriented and collaborative IT Professional with proven success researching, planning, implementing and integrating cost-effective, high performance technical solutions to meet challenging business needs.

Having studied at Sheridan College and through upgrading his skills as technologies and software have continued to advance, providing the best solution to the end user and customer has always been his primary goal.

Discussion will focus on:

1. Windows 8 and Windows 10
2. Computer Security
3. Protecting your computer by Backing Up to the Cloud

With the advancements of computing hardware and the release of Windows 10 and so many people and companies still using Windows 8, Sean will be discussing some of the differences between the two operating systems and the advantages of moving to Windows 10.

It seems that with so many companies and even private individuals being hacked or compromised in some way computer security is appearing in the news more and more. Sean will be talking about the different methods for protecting your valuable information and your computer.

What is your information worth? How much would it cost you to replace all of your information that you have lost? How much down time could you afford?

These are only some of the questions you need to ask yourself before and after you have a data loss. Sean will be discussing some of the different methods for protecting your data in the cloud and reducing data loss and down time through having to restore information.

CONVENTION SIGN-UP

To sign up online and take advantage of the Early Bird Special of \$150.00 convention fee, all inclusive, please visit:

<http://www.csrao.net/index.php/csrao/convention-payment.html>

Here you will find the sign-up form, a downloadable convention agenda, as well as further membership requirements.



What is an ACT, and what's happening with real-time in Ontario Courts?

By: Angela Gunn, CSR

For those of you in attendance at last year's convention, you may recall I brought this issue up as a new business item. It had been our previous Council's position that we take a "wait and see" approach with regard to a position to be taken by our Association regarding the new system of court reporting province-wide post-implementation, i.e., after April 2014 when the new court transcription regime came into effect. Post-implementation, any transcript prepared from digitally-recorded court proceedings in Ontario must be transcribed by an ACT ("Authorized Court Transcriptionist"). Real-time court reporting is no longer a service the Ministry is providing to litigants.

The matter of the ACT came to my attention by a long-time client wanting me to transcribe all his appeals. He advised me that his first experience with the new Ontario transcription system was a court reporter transcribing Counsel's address to the jury instead of the jury charge he requested. He then had to enter into a debate with this court reporter about what actually is a jury charge.

It was shortly after that another client asked me to provide real-time for his upcoming trial, and I engaged with the local courthouse, as I have done in the past, and inquired about procedure, and it was clear to me that the Ministry was in need of a policy - maybe some rules and regs, too. Before I could get off the phone, a flippant comment was made to me about note-takers, not captioners, being provided for deaf litigants, and... Enough!

I have had much back and forth with the Ministry of the Attorney General ("MAG") re the process by which they have compiled the list, requests to be grandparented, criteria for grandparenting pre- and post-implementation, and made inquiry into the manner in which MAG intends to proceed for future real-time requests. Ministry staff has been polite but dogmatic in their position. I guess you can say I'm now still "complaining" to MAG, and as your vice-president, in the interest of full disclosure, you should know that about me!

We all know transitioning services out of government into the private sector is not easily done. CSRAO has been very patient until now with the "wait and see" approach, and after debate and consideration on Council, it is now taking a position that our membership should be grandparented onto the Ministry's "List" and that a practice directive be issued regarding real-time court reporting in Ontario Courts.

At present, in order to get on the List, a 14-week course must be taken and a test passed. You would then be in a position to

access digital audio files of court proceedings maintained by the Ministry on any court matter being heard in Ontario courts for trial and/or appeal purposes. You are charged an approximately \$400 yearly fee to maintain your name on the List and maintain access to digital files.

CSRAO's position is that our membership is already qualified to be on the List, or, in the alternative, would be prepared to take a fast-track weekend course with a qualifying test in order to get on the List, and Council supports the need for a practice directive re real-time reporting of trials in Ontario courts.

Presently, Ontario courts are telling stakeholders that real-time is not available. It is up to the parties to the litigation to initiate the use of a real-time reporter and convince a judge to issue an order regarding same. We need to get the word out to the judiciary that technology is not merely 'fumbling with an audio file', that real-time is still here and only getting better, and that we continue to provide the most technologically-advanced method of court reporting.

A year later, our members are writing real-time by wirelessly streaming to parties, and we can now share with editors/scopists the very document we all have in front of us, allowing for real-time editing and certified transcripts within an hour or two after completion of proceedings, all at competitive pricing. The Ministry has tariffs of \$8.00 per page for a 24-hour turnaround. Twenty-four hours is not fast enough in today's environment. Fewer and fewer matters are reaching trials, and we should be right there reminding them that if and when you actually get to trial court reporting should not be an after-thought, that this technology is available and competitive with the government's own tariffs, and therefore, a fair, transparent policy should be struck for our members to provide services within this environment.

In the spirit of full exploration, I have made efforts to highlight real-time for clients at my office. I have been demonstrating real-time wirelessly to clients' tablets over the past year in an effort to get feedback on real-time benefits as they see it, and many of them are in a quandary. "Oh, yeah. Why don't we have court reporters anymore? What happened? Why are you all over 50?" It's been really fascinating watching them all get sucked into the technology, both seasoned lawyers and new calls. I have enjoyed engaging with the younger, tech-savvy lawyers where technology to them is more of a right as opposed to an option. By far, the most frequent comment I hear is "Why is this technology not in the courts?"

So it is now a year later, and we will be meeting shortly again at our AGM. This issue is on our membership's radar. It is not a soapbox of one or two but one that presents opportunities for many of us. Technology is driving much change in the practice of law, and as service providers of this amazing word-to-text service, we have to educate the government on what technology in court reporting is.

Stakeholders to litigation come in all sizes: self-represented litigants, large firms with deeper pockets, lawyers who have

broken free of the large firm and operate with lower overhead, looking for expediencies. Word-to-text technology can benefit them all.

Your Council has struck a committee, and we hope to impress upon the Bar, the Bench and government that our members have a unique skillset that enables all of us to be the go-to specialists in expedited transcripts and real-time reporting and should be front and centre when it comes to administering these services in Ontario Courts.

The following are the updated tariffs:

"Fees for court transcripts:

"2. The following fees are payable to an authorized court transcriptionist:"

TABLE

Item	Service	Fee
1.	To transcribe all or part of a recording and produce a first certified copy of a transcript	\$4.30 per page or \$20.00, whichever is greater
2.	To transcribe all or part of a recording and produce a first certified copy of a transcript, to be provided within five business days	\$6.00 per page or \$20.00, whichever is greater
3.	To transcribe all or part of a recording and produce a first certified copy of a transcript, to be provided within 24 hours	\$8.00 per page or \$20.00, whichever is greater
4.	For any additional certified copy of the transcript, in printed format	\$.55 per page or \$20.00, whichever is greater
5.	For an electronic copy of the transcript, requested at the same time as a request for item 1, 2, 3 or 4	No charge
6.	For an electronic copy of the transcript, requested at any other time	\$20.00

HISTORY SERIES:

HOW IT ALL BEGAN

Contributed by: D'Arcy McPherson, CSR, RDR, CRR, CBC, CCP, CRI, CMRS)

THE CHARTERED STENOGRAPHIC REPORTERS' ASSOCIATION OF ONTARIO

[Address to the Eighteenth Annual Meeting of the New York State Stenographers' Association, held at the International Hotel, Niagara Falls, on August 24, 1893]

BY: THOS. BENGOUGH, TORONTO, ONTARIO

This association is the natural and necessary descendant of the Canadian Shorthand Writers' Association. It inherits to a considerable extent the traditions, aims and objects of its predecessor.

The C.S.W.A. had its origin some twenty years ago and comprised at that time practically all the verbatim reporters in Canada. Its chief work was the securing of legislation making stenographic records a feature of judicial business in the high courts of the Province of Ontario. The system has been in successful operation since 1876 and has been imitated by nearly all the provinces in the Canadian confederation.

The experience of the old organization suggested to the promoters of the new that the objects sought might be more surely accomplished by the possession of a charter of incorporation, and a large amount of time was spent in elaborating the details of a bill which was carried through the Ontario legislature under the auspices of one of the ministers of the Crown, Hon. G.W. Ross, Minister of Education. This bill, finally passed by the legislature in May 1891, formed the special charter under which the organization performs its important functions. The Governor-in-Council appointed the first members of the Council, who are responsible for the work of the association. Three were appointed for a term of three years, three for two years, and the remaining three for one year.

The chief object of the Chartered Stenographic Reporters' Association is to secure, in the public interest, a body of stenographers who shall have given evidence of ability to satisfactorily perform the work of stenographic reporting. At first, such stenographers were allowed to register upon submitting to the Council evidence of having "regularly practised the profession of stenographic reporting" for six months prior to the passing of the act. Some twenty members were thus registered. Another clause in the act permits the Council by a two-thirds vote to elect as members persons who, by virtue of their general professional reputation as stenographic reporters, are deemed entitled to the privilege of membership without examination. Under this clause about a score were admitted. All others are required to pass an examination involving a shorthand speed of 150 words per minute, a typewriting speed of forty, and a general knowledge of history geography composition grammar and practical transcription.

The first examination was held in March last, and two young men secured diplomas. Provision is made for another class called junior certificate holders. These must pass a prescribed test of eighty words per minute in shorthand and an examination of a lower grade in the subjects above named. In this class seven or eight young men and women obtained certificates.

[Mr. Bengough then recited the by-laws of the Association]

Power is given under the charter to affiliate with any other association of stenographers in the Dominion of Canada, Great Britain or the United States of America, or elsewhere for the purpose of mutual benefit to the profession. A suggestion has already been made in this connection that the Canadian Shorthand Society, which was organized some ten years ago on a non-professional basis, should be taken under the wing of the professional organization. The Canadian Shorthand Society has made an enviable record among shorthand societies; its annual meetings have generally been notable gatherings, particularly the one August 13, 1888, when the famous typewriting contest was inaugurated. The Chartered Association has now on its roll some fifty-five members and bids fair to have a useful career.

All of which is respectfully submitted.

For those of us who remember, or even remember using, Isaac Pitman's shorthand, here's a trip down memory lane for you

<http://www.long-live-pitmans-shorthand.org.uk/>

CAT TIPS FOR ALL - Student and Pro

By Rachel Rosenberg, CSR

No matter which CAT software you are using these days, you should check out your audio settings. These have been vastly improved of late, ranging from the traditional low-quality, low file size at 6 MB per hour up to a whopping 346 MB per hour, which for a full day's hearing would calculate out to be 1,730 MB of audio data or approximately 2 GB.

Certainly, the better the quality the easier and faster it is to produce a rough draft which meets your standards. However, you need to be sure you back it up onto a large enough USB flash drive for portability after your job. Also not to be forgotten is the time it takes for your backed-up job file to be restored from a flash drive onto your desktop computer for editing, if that's how you work.

With experimenting, I have found 159 MB to be great sound quality with ease of use. That said, it partly depends on the room in which you are working and any microphone system you might be forced to work with (or without).

Check it out!

ADPCM 8000Hz	15 MB/h	▼
GSM 6.10 8000Hz	6 MB/hr	
ADPCM 8000Hz	15 MB/hr	
PCM 8000Hz	58 MB/hr	
PCM 11025Hz	80 MB/hr	
PCM 16000Hz	116 MB/hr	
PCM 22050Hz	159 MB/hr	
PCM 32000Hz	231 MB/hr	
PCM 44100Hz	318 MB/hr	
PCM 48000Hz	346 MB/hr	

SOFTWARE NEWS

WINDOWS 7, 8 and 10 PRIVACY WARNINGS!

We are indeed fortunate to be having IT expert Sean Docherty attending our November 7, 2015 CSRAO Fall 2015 convention because there are serious issues to discuss concerning privacy and forced upgrades involving Windows 7, 8, 8.1 and 10.

Here are some links to give you an idea of Microsoft's strategy to 'force' you to upgrade your operating system and send them private information you may not wish them to have.

Privacy Issues:

http://www.theregister.co.uk/2015/08/03/windows_10_privacy_defaults

<http://arstechnica.com/information-technology/2015/08/windows-10-doesnt-offer-much-privacy-by-default-heres-how-to-fix-it>

Upgrade Issues:

http://www.theregister.co.uk/2015/04/09/microsofts_mystery_update_will_push_windows_10_onto_window_7_8_machines