

Michigan Association of Professional Court Reporters

P.O. Box 366

Pinckney, MI 48169

2014 Fall Convention



Earn up to 1.00 CEUs and .25 PDCs



Ann Arbor, Michigan

Sheraton

September 27-28

2014 MAPCR Fall Convention

THE POWER OF YOU!

Convention Agenda

Friday, September 26th

9:30 a.m. to 12:00 p.m.

Board Meeting

1:00 p.m. to 2:00 p.m.

Board Service 101

Learn how you can give back to your profession while at the same time gaining valuable experiences from serving on your MAPCR Board or one of our committees.

2:30 p.m. to 3:30 p.m.

Train the TRAIN-ers

It's time to get more TRAIN stations across Michigan. We are looking for individuals willing to start their own TRAIN groups in your community. Come and get the tools and motivation to get your TRAIN rolling.

4:00 p.m.

Eighth Annual Realtime/Speed Contest

Detailed information on next page.

Saturday, September 27th

8:00 a.m. to 8:30 a.m.

Continental Breakfast & Registration

8:30 a.m. to 10:00 a.m.



How to Create a Silent Storm of Outfluence (.15 CEUs)

Al Betz

Outfluence is a thoughtful, purposeful and genuine form of communication that is expressed silently. 70+ percent of communication occurs silently. The Silent Storm is a topic that will be of particular

interest to firm owners or managers searching for a way to maintain a positive firm or team visibility with employers/customers and in the marketplace.

STUDENT SESSION

I've Graduated – Now What?

Explore the realities of the court reporting world from day one survival on the job to surviving and enjoying a long-time career. Topics to be explored will range from professionalism on the job, what to do on an interview, how to deal with "difficult" situations in the courtroom or deposition room, transcript formats, software and computer tricks and shortcuts, managing your money and setting up good accounting records as a subcontractor.

10:00 a.m. to 10:15 a.m.

Vendors/Break

6:00 p.m. to 9:00 p.m.



Taming the Email Beast (.30 CEUs)

Randall Dean

Are you getting buried under a continuing stream of both useful and useless e-mail? Without a system for getting "control of the beast," professionals spend much of their work time spinning wheels and feeling highly unsatisfied. Learn a proven system

for taming your e-mail account, with strategies for keeping your inbox efficient and under control by building and administering a personal "e-mail infrastructure."

9:30 p.m.

Euchre Fun

Have Fun Raising Funds for MAPCR's Helping Hands Scholarship

10:15 am to 11:45 am



Extreme Makeover: Court Reporting Edition: Change your Thinking, Change your Life (.15 CEUs)

Sarah Nageotte

In her position with NCRA, Sarah has traveled the country and seen the best (and sometimes the worst) of what the reporting industry has to offer. She is going to share

her experiences and inspire you to understand that financial and professional success are well within your reach.

11:45 a.m. to 1:45 p.m.

Lunch, Vendors & Business Meeting & Awards

1:45 p.m. to 3:15 p.m.



The Alexander Technique (.15 CEUs)

Jane Heirich

The Alexander Technique is a unique and sophisticated form of kinesthetic and neuromuscular education, a practical method for improving ease and freedom of

movement, flexibility, support, and coordination.

STUDENT SESSION

Briefly Speaking.....

Calling all students writing 60 wpm or nearing that elusive 225 wpm. Learn to write cleanly and effortlessly. Tackle those pesky six-word phrases and common four- and five-syllable words and learn to incorporate these alternatives into your current system.

3:15 p.m. to 3:30 p.m.
Vendors/Break

3:30 p.m. to 4:30 p.m.



**Adherence to Documented
HIPAA Policies and Procedures**
(.10 CEUs)

Jon Moretti

Within the Privacy Rule, we are obligated to handle the use and disclosure of PHI using very specific guidelines. Similarly, within the Security Rule, there are Administrative,

Physical, and Technical Safeguards that address the confidentiality, integrity, and availability of Electronic Protected Health Information (ePHI). Come learn how these rules can affect you.

Hotel Information Sheraton

**3200 Boardwalk
Ann Arbor, MI 48108
734-996-0600 or 1-888-627-7098
www.sheratonannarbor.com**

Check-In Time

The hotel's check-in time is 3:00 p.m. Room assignments prior to that time are on an availability basis.

Other Information

Eighth Annual MAPCR Realtime/Speed Contest

(up to .25 PDCs possible)

There are two legs that are required: A 200 wpm, five-minute literary take, and a 280 wpm, two-voice testimony take. You must pass with a score of 96 percent or better to get credit. We are offering the first leg of five minutes of literary dictation at 200 wpm. If passed, it will be applied as a credit for your Realtime Contest with NCRA. You will still need to pass the other leg at another time. On Friday afternoon, it will be live dictation. You will need to turn in a flash drive with the test on it so it can be printed out and corrected. Any writer of shorthand who is a member of MAPCR in good standing for the preceding two years is eligible to compete. Please register on the convention registration form. Per NCRA, qualifiers are eligible to receive .25 PDCs per leg passed. An individual may only receive a maximum of .75 PDCs per three-year NCRA cycle for any contests.

4:45 p.m. to 6:15 p.m.



On the Hill and Humor in the Workplace (.15 CEUs)

Ed Johnson from Wisconsin

What is it like to be an Official Reporter to the House of Representatives in Washington, D.C.? Learn what the job entails, the training required, how to get a job reporting for Congress, and how you handle 435 different speaker identifications. Ed Johnson will share his personal experiences as an Official Reporter for Congress. Ed Johnson from Wisconsin will discuss the humorous elements of being a court reporter. In telling tales from school, freelancing, being a state official and legislative reporter, Ed helps the attendees view difficult employment situations through a different mind-set, and find humor and stress relief in their work life.



Check-Out Time

The hotel's check-out time is 12:00 noon

To make your reservation, please call **1-888-627-7098**. The MAPCR room rate is \$119++ per night. Remember to mention MAPCR when making your reservation. The cutoff date for room reservations is **August 26, 2014**. Any reservations received after this date, will be accepted on a space or rate available basis.

Other contest rules and regulations will be provided at the convention. If you would like to see the complete list of contest rules, please contact the MAPCR office at 734.498.2627 or go to our website at www.mapcr.org. **The fee is \$25 and must be paid by the registration deadline. There will be no onsite registration.**

Euchre Fun

To register for the Euchre Tournament, please indicate on the registration form that you wish to compete. The registration fee will be \$20 per person. Your entrance fee will be divided 50/50, with 50% awarded to the top scorer and 50% being used for MAPCR's Helping Hands Scholarship Fund.

Conference Attire

Casual wear is appropriate throughout the convention.

Parking

Free

Registration Form

Please fill out and return to: MAPCR
P.O. Box 366, Pinckney, MI 48169 • Phone: 734.498.2627, Fax: 734.498.8415



REGISTRANT INFORMATION

Name _____ First-Time Attendee? Yes No

Certifications (CSR, RPR, etc.) _____

Company/School/Court _____

Home Address _____

City/State/ZIP _____

Phone _____

Email _____

Dietary Restrictions _____

REGISTRATION FEES

Registration fees include sessions, refreshment breaks, lunch. Early registration rates apply to all registrations received by the office no later than September 13, 2014. All registrations received after September 13, 2014, will be charged a \$25 late registration fee.

FULL CONFERENCE: 1.0 CEUs and .25 PDCs

| | Member | Nonmember |
|--------------|--------------------------------|--------------------------------|
| Professional | <input type="checkbox"/> \$175 | <input type="checkbox"/> \$300 |
| Student Rate | <input type="checkbox"/> \$75 | <input type="checkbox"/> \$100 |

(Students: If four or more register together, the fee will be reduced to \$65/person.)

FULL CONFERENCE + JOIN

Become a Professional Member **\$275**
(Includes one-year membership, registration, all materials, refreshment breaks, and Saturday lunch.
First-time members only; no renewals, please.)

Extra Options:

Saturday Lunch - \$35

Yes, I would like an additional lunch ticket for a guest.

of tickets _____ @ \$35 = \$ _____

(Professional and Student registration includes Saturday lunch.)

Realtime Contest - \$25

Yes, I would like to compete in the Realtime Contest. **.25 PDCs for qualifiers**

1 @ \$25 = \$ _____

Helping Hands Scholarship Donation:

\$50 **\$75** **\$100** \$ _____

Friday Euchre Tournament - \$20

Yes, I would like to sign up for the Euchre Tournament.

of tickets _____ @ \$20 = \$ _____

PAYMENT INFORMATION

TOTAL: \$ _____

(add \$25 if after September 13th)

Please add the section totals and place sum in space provided above.

Money Order Check Visa MasterCard:

Card #: _____

Exp. Date: _____ 3-Digit Code: _____

Street Number: _____ ZIP Code: _____

Signature: _____

Date: _____

Please make checks payable to MAPCR. **EARLY REGISTRATION DEADLINE** is September 13, 2014. All registrations received after September 13, 2014, will be charged a \$25 late registration fee. Please note: No refunds after September 20, 2014. Questions? Call the MAPCR office at 734.498.2627. Return registration form and payment to: MAPCR, P.O. Box 366, Pinckney, MI 48169 Fax: 734.498.8415. You can also register online at www.mapcr.org.