

Michigan Association of Professional Court Reporters

Spring Convention

March 18-19, 2016

**Somerset Inn
Troy, Michigan**



March 18-19, 2016

Spring Convention

P.O. Box 366
Pinckney, Michigan 48169

Michigan Association of Professional Court Reporters

Convention Agenda

Friday, March 18th

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

Board Meeting

1:30 p.m. - 3:30 p.m.

Strategic Planning Meeting

4:00 p.m. - 5:00 p.m.

Board 101 Training

5:15 p.m. - 5:45 p.m.

Realtime Contest

6:00 p.m. to 7:30 p.m.

**Shorthand for the 21st Century
Ed Varallo**

To be truly realtime capable -- able to turn out fast,

accurate drafts and fast certified transcripts -- we need to write smarter. We have to write fast, with clean notes, for hours on end, and then turn out a fast draft transcript on demand. Whew! Ed will outline his systematic approach to writing shorthand which is designed to require less physical effort, produce better realtime output, and thus reduce editing/scoping time. Ed will share his tips and techniques that will set you on the path to unleash the Realtime Superstar inside you! (.15 CEU)

7:45 p.m. - 9:15 p.m.

**Shorthand for the 21st Century Continued
Ed Varallo**
(.15 CEU)

Appetizers and a cash bar will be available throughout the Friday evening session.

Saturday, March 19th

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

Continental Breakfast & Registration

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

**Why You Shouldn't Use Social Media Marketing:
Unless You're Ready to Join the Conversation
Amanda Herr**

Have you ever heard that the best marketing tool is word of mouth? It's true. Your clients will trust their friends and co-workers more than any media or news network. What is social media? Word of mouth on steroids. In this 2-hour interactive session learn how to harness its power for your business. (.15 CEU)

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

Vendors/Break

10:30 a.m. to 12:00 p.m.

**Accounting 101 for Self-Employed
Dave Malick, CPA**

An overview of general rules on small business bookkeeping and tax reporting, including setting up books through Excel and QuickBooks, keeping proper documentation and records, basic financial statements and how to report small business income and expenses, tax reporting for contractors and self-employed individuals. (.15 CEU)

12:00 p.m. to 1:15 p.m.

Lunch, Vendors & Business Meeting

1:15 p.m. to 2:45 p.m.

**The Seven Practices of Highly Profitable Court
Reporters**

Tami Keenan, NCRA Representative

Do you think you know the current issues involved with court reporting? This presentation will disrupt your thought process and give you a new way to think

about the profession. Learn about modern trends across the economy and connect them to current issues that you deal with on a day-to-day basis. (.15 CEU)

2:45 p.m. to 3:15 p.m.

Vendors/Break

3:15 p.m. to 4:45 p.m.

**"Foods to Choose and Foods to Lose"
Jennifer Zumbrink**

Join Jennifer Zumbrink of Food First by Jennifer as she educates the Michigan Association of Professional Court Reporters about how to achieve a healthy work-life balance. She will also discuss how to avoid common nutritional deficiencies that can lead to injuries (esp. carpal tunnel); practical posture practices that can help reduce back and neck pain; coping mechanisms to help manage stress and common foods to eat that can support the body during stressful periods. She will also share ideas about how to get consistent nutrition during long depositions and trials. It will be fun, helpful and educational! (.15 CEU)

4:45 p.m. to 5:00 p.m.

Vendors/Break

5:00 p.m. to 6:00 p.m.

**"Foods to Choose and Foods to Lose"
Continued...**

Jennifer Zumbrink
(.10 CEU)





Other Information

Eighth Annual MAPCR Realtime/Speed Contest

(up to .25 PDC 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 0.25 PDC per leg. An individual may only receive a maximum of 1.0 PDC per three-year NCRA cycle.

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.**

Conference Attire

Casual wear is appropriate throughout the convention.

Hotel Information

Somerset Inn

2601 West Big Beaver Rd.

Troy, MI 48084

248-643-7800

www.somersetinn.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.

Check-Out Time

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

To make your reservation, please call 248-643-7800. The MAPCR room rate is \$99++ per night. Remember to mention MAPCR when making your reservation. The cutoff date for room reservations is **February 26, 2016**. Any reservations received after this date, will be accepted on a space or rate available basis.

Parking

Complimentary

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, and meals for that day. Early registration rates apply to all registrations received by the office no later than March 11, 2016. All registrations received after March 11, 2016, will be charged a \$25 late registration fee.

FULL CONFERENCE: 1.0 CEUs

	Member	Nonmember
Professional	<input type="checkbox"/> \$195	<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.)

FRIDAY ONLY: .30 CEUs

	Member	Nonmember
Professional	<input type="checkbox"/> \$100	<input type="checkbox"/> \$205
Student Rate	<input type="checkbox"/> \$45	<input type="checkbox"/> \$70

SATURDAY ONLY: .70 CEUs

	Member	Nonmember
Professional	<input type="checkbox"/> \$165	<input type="checkbox"/> \$270
Student Rate	<input type="checkbox"/> \$60	<input type="checkbox"/> \$90

FULL CONFERENCE + JOIN

Become a Professional Member **\$295**
(Includes one-year membership, registration, all materials, refreshment breaks, and Saturday lunch. **First-time members only; no renewals, please.**)

****Out-of-state attendees are granted our member rate if they are a current member of their state court reporting association.****

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.)

Realttime Contest - \$25

\$ _____

Helping Hands Scholarship Donation:

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

PAYMENT INFORMATION

TOTAL: \$ _____

(add \$25 if after March 11th)

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 March 11, 2016. All registrations received after March 11, 2016, will be charged a \$25 late registration fee. Please note: No refunds after March 11, 2016. 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.