



# CCRA-NJ

## 2019 Annual Fall Convention

*One Day Only!*

**Sunday, October 20, 2019**

The Mansion on Main Street, 3000 Main Street, Voorhees, NJ 08043



- Registration and Breakfast at 7am
- Programming 8am-5:15pm
- **Earn 7.5 CEUs (.75 NCRA) Credits!**
- *Early Bird Pricing until September 15!*
  - Member \$175 (regular \$190)
  - Non-member \$255 (regular \$270)
- Register today at [WWW.CCRA-NJ.COM](http://WWW.CCRA-NJ.COM)



**CCRA-NJ**

PO 460, Collingswood, NJ 08108

856-875-0818 \* [ccra-nj@bowermanagementservices.com](mailto:ccra-nj@bowermanagementservices.com) \* [www.cccra-nj.com](http://www.cccra-nj.com)

# REGISTRATION

CCRA-NJ 2019 ANNUAL FALL CONVENTION

SUNDAY OCTOBER 20, 2019

The Mansion on Main Street, Voorhees, NJ

**EARLY BIRD REGISTRATION DEADLINE: SEPTEMBER 15, 2019**

*All registration forms must be received by September 15, 2019 to receive the Early Bird pricing listed below, after which rates will go up to the Regular fee.*

NAME \_\_\_\_\_

STREET \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

Confirmations sent via email only.

**\*\*\*\*\*Reporter Registration will give you CE Credits/Associate Registration will not give you CE Credits\*\*\*\*\***

**(On-site Registration will be available for additional \$50)**

**FULL CONFERENCE (Earn 7.5 CE Credits)**

**EARLY BIRD RATES, if registered by September 15, 2019:**

\_\_\_ Reporter Member \$175 (regular \$190)

\_\_\_ Reporter Non-Member \$255 (regular \$270)

\_\_\_ Associate Member \$125 (regular \$140)

\_\_\_ Associate Non-Member \$175 (regular \$190)

\_\_\_ Sponsor a Student \$25

\_\_\_ Student \$0

*Non-Members will receive CCRA-NJ membership for the remainder of 2019.*

**\*\*Members of other STATE ASSOCIATIONS may register at the CCRA-NJ member rate.**

**Please attach proof of your State Association Membership with Registration\*\***

***REGISTER ONLINE AT [WWW.CCRA-NJ.COM](http://WWW.CCRA-NJ.COM)***

**PAYMENT OPTIONS** *(If registration is being sent after September 15 please be sure to remit payment for Regular fee):*

Please mail a check to the address below or to pay by credit card please complete the information below and either mail the completed form back or fax it to 856-210-1619:

☐ **Check Enclosed \$\_\_\_\_\_** (Please make checks payable to **CCRA-NJ** and **SEND COMPLETED REGISTRATION FORM TO: CCRA-NJ, PO Box 460, Collingswood, NJ 08108**)

☐ **Credit card (PLEASE PRINT CLEARLY):**

\$\_\_\_\_\_ CREDIT CARD NUMBER: \_\_\_\_\_

SECURITY CODE: \_\_\_\_\_ EXPIRATION DATE: (MONTH/YEAR) \_\_\_\_\_

NAME OF CARDHOLDER: \_\_\_\_\_ CARD HOLDERS SIGNATURE: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

Registrations will be accepted until the day of the event. Refunds honored only if requested in writing by October 7.

Questions contact: Tim Bower, Phone: 856-875-0818 Email: [ccra-nj@bowermanagementservices.com](mailto:ccra-nj@bowermanagementservices.com)

# **SCHEDULE-AT-A-GLANCE**

**Sunday, October 20, 2019**

**The Mansion on Main Street, Voorhees, NJ**



**7:00-8:00am**

**Registration / Continental Breakfast**

**8:00-9:30am**

**Live**

**9:30am-9:45am**

**Break**

**9:45am-10:45am**

**Business 101 – It's Always Good to Have a Plan!**

**10:45am-11:00am**

**Break**

**11:00am-12:00pm**

**Town Hall**

**12:00pm -1:00pm**

**Lunch**

**1:00pm-2:00pm**

**"I'm Glad You Asked!"**

**2:00pm-3:30pm**

**Hear My Hands**

**3:30pm-3:45pm**

**Break**

**3:45pm-5:15pm**

**When They Want the Transcript NOW**

**Earn 7.5 CEUs (.75 NCRA) Credits!**

# PROGRAM

Sunday, October 20, 2019

**7:00am**

**REGISTRATION / CONTINENTAL BREAKFAST**

**Session 1 (1.5 / .15 CE credits)**

**8:00am-9:30am**

**Live**

Deputy U.S. Marshal Michael Schroeder

*With recent tragic events, we want to make sure you have the training and knowledge of how to react in unexpected life-threatening circumstances! What to do in "active shooter" situation for you and your family! Don't miss this potentially live-saving seminar! Deputy U.S. Marshal Schroeder will be sharing the three main tenets of civilian reaction/response to an active killer(s) as promoted by the U.S. Dept of Homeland Security, the U.S. Marshals Service and the overall law enforcement community: Run, Hide or Fight. He will give examples of incidences to include courthouse settings, etc. and will afford the opportunity for folks to ask questions towards the end. Questions will be strongly encouraged. Everyone will walk away with the realization that 'it' can happen ANYWHERE, ANYTIME. Thus, EXPECT THE UNEXPECTED..... And, if you or your family are in such a horrific situation, DO SOMETHING. Thus, LIVE.....*

**9:30am-9:45am**

**BREAK**

**Session 2 (1.0 / .10 CE credits)**

**9:45am-10:45am**

**Business 101 – It's Always Good to Have a Plan!**

Nativa P. Wood, RDR, CMRS, FAPR

*Freelancers, officials, captioners, and firm owners can all benefit from thinking about the business side of our profession. Many of us polish up our writing skills or buff up our figures on a daily basis. What business skills will help make you shine in the marketplace? Promoting yourself through proven sales techniques, establishing your brand, marketing, client retention, implementing an equipment replacement timeline, succession planning? There's something in this session for everyone. Let's spend time sharpening our business acumen.*

# PROGRAM, cont.

Sunday, October 20, 2019

**10:45am-11:00am**

**BREAK**

**Session 3** (1.0 / .10 CE credits)

**11:00am-12:00pm**

**Town Hall**

Mark Renzi

*This interactive session will offer insight on a wide range of professional practice and business procedure topics and issues presented by the panel and seminar attendees. An open discussion will take place after each topic is presented. Participants will be encouraged to ask questions, offer practical solutions, and see advice through a sharing of collective professional experience.*

**12:00pm-1:00pm**

**LUNCH**

**Session 4** (1.0 / .10 CE credits)

**1:00pm-2:00pm**

**"I'm Glad You Asked!"**

Nativa P. Wood, RDR, CMRS, FAPR

*What did you say the last time you were asked, "Why don't they just use tape recorders?" or "Won't you be replaced soon?" Don't you love those questions? Inquiring minds will want to know, so this timely seminar will help you craft the perfect rejoinder. Project Steno leaders will join your state leaders, forming an experienced panel that's had to deal with these questions – and other thorny ones as well. We'll bring the questions we've heard, you bring yours, and together we'll fashion some spot-on answers. We'll keep it light, we'll keep it witty (we hope). Next time you're asked, you'll be able to smile and confidently reply, "I'm glad you asked!"*

# PROGRAM, cont.

Sunday, October 20, 2019

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## Session 5 (1.5 / .15 CE credits)

**2:00pm-3:30pm**

### **Hear My Hands – Introduction to Sign Language**

Dr. Kristy Davies

*Almost all of us interact with the deaf community in our assignments. Learn how to do basic communication in a fun, interactive seminar! Learn how to use the alphabet and basic signs. "The primary goal of ASL study for both heritage and new learners is to develop the language and culture skills to effectively communicate and interact with native users. Students distinguish handshapes by identifying similarities or differences between signs." - National ASL Standards*

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**3:30pm-3:45pm**

**BREAK**

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## Session 6 (1.5 / .15 CE credits)

**3:45pm-5:15pm**

### **When They Want the Transcript NOW: Working with your support team in the Cloud for instant delivery**

Jennifer Billstein-Miller, RPR, CCR-NJ, CRR

Ann Marie Mitchell, CRR, RDR, RMR, CCR

*"Cloud" cloudy? You'll want to stay for this one! This is the epitome of reporting today -- effortlessly, working as a team -- reporters and scopists presenting! Learn from the best! MUST SEE! How to connect, efficiencies in working with a team, what happens when the reporter disconnects, tips and tricks.*

## Frequently Asked Questions About Continuing Education Requirements

### How many continuing education credits do I need as a New Jersey CCR or CRCR and by when?

Between June 2018 and June 2020 (the current two-year licensing cycle), you need to earn **15 credits**.

### How are CE credits calculated?

Each seminar hour is equivalent to one (1) NJ CCR credit. In the two-year NJ CCR/CRCR cycle, you need 15 credits. If you also earn credits toward NCRA certifications, you need 3.0 CE Units (30 hours) per three-year cycle. NCRA measures in tenths, so each seminar hour is equivalent to .10 NCRA CE units. NCRA CEUs expire Sept 30th, but year varies depending upon when your individual NCRA CEU cycle started. CE cards must be punched at the conclusion of each seminar session you attend.

### Must I attend every seminar?

No. You can attend any or all of the seminars you want or need to attend, whether to acquire NCRA and/or NJ CCR credits, or because you enjoy learning and find the topic of particular interest. If you decide not to attend a particular seminar, you will not receive credit for that seminar. You're welcome and encouraged to attend every seminar, but you do have the option to attend only those you want to attend. There is no option, however, to pay on a per-seminar basis.

### Why are some CE punch cards blue and others manila? Which do I punch, and what do I do with it/them at the end of the day?

NCRA requires anyone with National Certifications (RPR, RMR, CRR, RDR, CRR, CBC, CCP, CMRS, CLVS) to earn CEUs and NCRA keeps track of them for you. If you do not hold any NCRA certification titles, but are a New Jersey CCR, you can disregard the manila punch card and only punch the blue card. **NJ CCRs must maintain their own CE records.** Do not hand in your blue punch card at the end of the day! Only the manila NCRA punch cards are collected by CCRA-NJ and forwarded to NCRA. All NJ CCR punch cards and/or certificates of seminar attendance should be retained for five (5) years. Do not forward cards or certificates to the State Board of Court Reporting unless and until a formal request for verification of CE compliance is received. Any audits that are conducted by NJ State are scheduled at the time of license renewal in June 2020.



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# Memories!



**Time to make more memories -  
Register Today!**