

Michigan Association of Professional Court Reporters
P.O. Box 366
Pinckney, Michigan 48169

MAPCR Convention

March 8-9, 2019



Available
1.00 CEUs

MAPCR Convention
March 8-9, 2019
The Kensington Hotel
Ann Arbor, Michigan



Michigan Association of Professional Court Reporters

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 February 25, 2019. All registrations received after February 25, 2019, will be charged a \$25 late registration fee.

FULL CONFERENCE: 1.00 CEUs

	Member	Nonmember
Professional	<input type="checkbox"/> \$230	<input type="checkbox"/> \$370
Student Rate	<input type="checkbox"/> \$75	<input type="checkbox"/> \$105

(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"/> \$150	<input type="checkbox"/> \$290
Student Rate	<input type="checkbox"/> \$50	<input type="checkbox"/> \$80

SATURDAY ONLY: .70 CEUs

	Member	Nonmember
Professional	<input type="checkbox"/> \$190	<input type="checkbox"/> \$330
Student Rate	<input type="checkbox"/> \$60	<input type="checkbox"/> \$90

FULL CONFERENCE + JOIN

Become a Professional Member **\$350**
(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 - **\$30**
 Yes, I would like an additional lunch ticket for a guest.
of tickets _____ @ \$25 = \$ _____
(Professional and Student registration includes Saturday lunch.)

Painting Social - **\$20** \$ _____

Helping Hands Scholarship Donation:

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

PAYMENT INFORMATION

TOTAL: \$ _____
(add \$25 if after February 25th)

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: _____

City: _____ State: _____

ZIP Code: _____

Signature: _____

Date: _____

Please make checks payable to MAPCR. EARLY REGISTRATION DEADLINE is **February 25, 2019**. All registrations received after February 25, 2019, will be charged a \$25 late registration fee. Please note: No refunds after **February 25, 2019**. 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.

Convention Agenda

Friday, March 8th

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

Board Meeting

2:00 p.m. - 3:00 p.m.

Board 101 Training

3:30 p.m. - 5:30 p.m.

Paint & Sip

Come and be social with us. Prepare to drink, laugh, paint and network with your fellow court reporters while discovering your inner artist. We will provide all the supplies for you to create a masterpiece. Be sure to register for this extra social event on the registration form. The cost will be \$20.



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

Jane Doe v. Larry Nassar (.15 CEU)

Jean Ann Hamlin, CSR

What was it like to be the court reporter in Judge Aquilina's courtroom assigned to this case? Jean Ann Hamlin will discuss her experience preparing for this high profile case and how she handled the media present in the courtroom as well as those who watched via video conferencing. From preparation, to communication with the Attorney General's office throughout the proceedings, through preparing the transcript, join us for an intriguing session as Jean Ann takes us through her experience.

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

Get Motivated (.15 CEU)

Keith Lemons, NCRA Representative

Motivation is one of the strong components of success, and knowing how to keep yourself inspired is vital to ensuring the health of your career. Learn how to measure the impact motivation has on your business. Also, learn how to rekindle the spark to deliver the best service possible to your clients as well as potential clients.

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

Saturday, March 9th

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

Continental Breakfast & Registration

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

QuickBooks How-To (.15 CEU)

Kim Laughton, Technical Trainer

Accurate recordkeeping is vital to the success of a business and independent contractors. Learn how QuickBooks can play an important role in the organization and compilation of income and expenses. Kim Laughton, CPA, will take us through the software, give helpful tips for maximizing its functions, and answer questions for those who have more advanced experience with the software.

10:00 a.m. - 10:20 a.m.

Break with Vendors

10:20 a.m. - 11:50 a.m.

The Best Tech Gadgets (.15 CEU)

Pam Szczecinski

In this very fast-paced world of technology, what stands out? This session will explore what tech tools are available and how to use them. Learn about hardware gadgets, working with dual monitors, organizing tools, software apps, and phone apps that make your life easier.

11:50 a.m. to 1:30 p.m.

Lunch, Vendors & Business Meeting

1:30 p.m. to 3:00 p.m.

Software Training (.15 CEU)

Pam Szczecinski - Case CATalyst

What's the best way to store and organize your transcripts? Cloud based backups are only useful if you know how to store and retrieve your files. Want a better transcript with less editing? That all starts with your dictionary and getting a cleaner translation. Learn about the tools that are available to manage your dictionary and build in what you need.

- Manage your files using color coded briefcases
 - Establish or revisit your method of organizing your files and folders
- Utilize online storage programs that are included in your software as well as explore other free and pay versions available
- Get better briefs by filtering and eliminating unused 1 stroke outlines in your dictionary
- Build case-specific dictionaries for ongoing cases and trials

Create lists ahead of time for preparing for your next job, whether it might be an ongoing job that you need to fill in for or a job that you haven't reported on in a while.

Brenda Rogers Fiscus - Eclipse

Brenda Rogers-Fiscus, a certified Eclipse trainer and 20+-year Eclipse user, will cover many aspects of the Eclipse software, including often overlooked features in user settings, Connection Magic tips, and the latest changes in Version 9.

1:30 p.m. to 3:00 p.m.

Brief Exchange (.15 CEU)

Kelli Werner, CSR, CRR, RPR, CBC

Get together with other professionals and swap your briefs. Bring your questions and problems as this lively session will be interactive with lots of time for open discussion.

3:00 p.m. to 3:20 p.m.

Break with Vendors

3:20 p.m. to 4:50 p.m.

Software Training Continued - (.15 CEU)

Prepare for the CRR - (.15 CEU)

Rochelle McNally, CRR

Have you considered taking the CRR certification exam? If so, you will not want to miss this session. Come learn some strategies on how to prepare for the exam and what might help with your test jitters.

Other Information

50/50 Raffle

Don't forget to bring money to purchase your 50/50 tickets. MAPCR will split the proceeds of ticket sales with the winner.

Pick-a-Prize Raffle

How to Win: Buy as many raffle tickets as you would like; the more tickets you buy, the higher your chances of winning. Place one or more tickets in the bag that corresponds with the prize you are attempting to win. One ticket will be drawn from each bag and the person with the matching ticket wins that prize. There is no limit to the number of prizes you can win; if your ticket is drawn, you win the prize.

Ticket prices: 1 ticket = \$5; 3 tickets = \$10; 6 tickets = \$15 and 8 tickets = \$20. Must be present to win!

Helping Hands Scholarship

MAPCR will award one or more student intern scholarships this year. Eligible students must be interning in any of the four career paths (judicial, either freelance/deposition reporting or official; CART; or captioning). The nomination period for these awards will open January 1st of each calendar year and will be awarded at the next MAPCR event. The award may be used towards (A) the RPR exam, (B) attending MACPR events, (C) tuition paid to the court reporting program/school, or (D) the purchase of CAT software or a writer.

Please consider donating to the Helping Hands Scholarship Fund so MAPCR can continue offering students financial assistance on their journey to a stenographic career path.

Conference Attire

Casual wear is appropriate throughout the convention. Room temperature is always hard to control, so you may want to bring a sweater in case you get chilly or have the option to remove the sweater in the event the room is too warm.

What to Bring

Your smile. Remember to bring your business cards. You never know who you might network with. Donations for the A-Z Program. \$ for Raffles. Equipment for software training.

4:50 p.m. to 5:00 p.m.

Break with Vendors

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

Software Training Continued (.10 CEU)

How to Use Google Docs - (.10 CEU)

Stephen Dunlap

Come learn the basic functions of Google Docs. Do you know how to open up and format documents, how to download and export files, how to send and share files, or how to suggest edits on other people's documents? This session will increase your awareness of the capabilities of the popular Web-based application.

Hotel Information

The Kensington Hotel

3500 S State St
Ann Arbor, MI 48108

Check-In Time

The hotel's check-in time is 4:00 p.m. Room assignments prior to that time are on an availability basis.

Check-Out Time

The hotel's check-out time is 11:00 a.m.

To make your reservation, please call (800) 344-7829. The MAPCR room rate is \$129++ per night. Remember to mention MAPCR when making your reservation. The cutoff date for room reservations is **February 15, 2019**. Any reservations received after this date will be accepted on a space or rate available basis.

Parking

Complimentary