



Project Steno
9 Hammond Street
Worcester, MA 01610
508-438-0314
info@ProjectSteno.org
www.ProjectSteno.org

PROJECT STENO CAN HELP ROUND OUT YOUR SEMINAR AGENDA

The board and advisory council at Project Steno are fierce advocates for the court reporting profession. Above all else, they wish to solve the profession's most critical need: Getting more qualified students into court reporting schools and more court reporters into the workforce. Our speakers have served in leadership roles at the National Court Reporters Association or their state associations. All are active and experienced speakers/educators on the profession at the state and national level. Except where a named presenter is indicated, any member of our team is available to present. Our bios and photos are below.

We'll give one or more Project Steno seminars, plus one additional seminar of your choosing.

Fee: Travel expenses, hotel, vendor tabletop, and packet insert if applicable. Project Steno will be fundraising for our tuition assistance and machine purchase programs.

PROJECT STENO SEMINARS:

Rebuilding Our Profession – Together (1.0 or 1.5 hours)

In this motivational and upbeat presentation, we will discuss the need for all of us to work – together – to bring young people into court reporting and captioning. Learn about our just-launched Basic Training program, Project Steno's exciting awareness campaign, and our tuition assistance/student monitoring program. Walk away with a new can-do spirit. Yes, WE can do this!

Trends in Court Reporting (1.0 or 1.5 hours)

Maybe Scarlett O'Hara had a point when she said, "Oh, I just can't think about that today. I'll just go crazy if I do. I'll think about it tomorrow. After all, tomorrow is another day." But don't bet on it. There's always change afoot in our marketplace and we need to keep pace today! How better to stay abreast of market trends than mingling with Project Steno's leaders as they discuss with us the changes and trends impacting today's court reporting professionals.

Let's Cover Our Bases (1.0 hours)

Project Steno's Cover Your Bases™ Program is a newly developed plan for introducing stenographic theory to military spouses, family members, and service members transitioning to the civilian workplace. In this session you'll hear about Basic Training®, a free introductory program designed for delivery at military bases nationwide, and about trends in today's armed services, including expanded education benefits for military spouses.

Bringing Steno to High Schools (1.0 hours)

Project Steno has delivered successful high school programs in Texas and Massachusetts. In this session, you'll discover how easy it is to bring a steno program to your local high school. Were you invited to a career day or to make a classroom presentation? Project Steno has all the tools you'll need – intro letters, handouts, and a Power Point presentation – so you can say yes with confidence. Bring awareness to your high school of "The best profession you never heard of."

ADDITIONAL SEMINARS:

Watson Today, Quantum Computing Tomorrow. Can Stenotype Reporting Survive the Advance in Computing? (1.5 or 2.0 hours)

This session addresses the advances in computing power and the threat it presents to stenotype reporters. From the advent of the tape recorder, stenographic reporters have constantly faced threats from different advancing technologies. IBM's Watson is today focusing on Speech to Text. With billions of research dollars pouring in, quantum computing is the next major advance being worked on by Microsoft, Google, IBM, and others. In the face of these threats, will there still be a place for us? You'll get the facts you need to answer this critical question. *(Presenters: Jim DeCrescenzo or Nancy Varallo. This session must be given first in order before the Project Steno seminar.)*

A Changing World for Reporter Associations (1.0 hours)

Today's court reporting market changes by the minute. Competing technologies are popping up everywhere. How does a court reporter association deal with the rapid changes taking place in our environment? Does the typical model for a reporter association meet the needs of its members when navigating in these new waters? This session will appraise today's associations and consider what the next generation of associations should look like.

Goal Setting and Accountability: Developing a Personal Strategic Plan (1.0 hours)

Businesses and individuals all make annual or "New Year" resolutions. How did you do with last year's goals? Do you have great ideas to move your career or business forward but need a plan to accomplish your goals? How will you make your ideas a reality? Learn techniques to plan strategically for your personal future. Don't wait for tomorrow. Be ready today.

Stenographer Operations at Guantanamo Bay (1.0 or 1.5 hours)

Hear about the detailed process required to assemble and qualify the elite team of court reporters providing stenographic services at GTMO – testing, obtaining top-secret clearances, selecting technology and equipment, arranging travel and housing, and wading through seemingly endless government documentation. The StenOps team is currently at work reporting the hearings of those accused of the terrorism of 9/11 that changed the world.

(Presenters: Nancy Varallo, Bill Weber, or Jim DeCrescenzo)

The Business of Customer Service (1.0 hours)

When you're down in the weeds, taking down rapid-fire Q & A, editing transcripts, or scheduling your book, it's easy to forget we are first and foremost in the business of customer service. This session puts into a service perspective the overlapping relationships that converge in courts, in agencies, with employees and customers. Who's the client in your relationship(s)? How do you satisfy everyone's expectations? Gain insight into doing just that.

"I'm Glad You Asked!" (1.0 hours)

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?" This timely seminar will help you craft the perfect rejoinder. Project Steno leaders will join your state leaders, forming an experienced panel that have experience 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!"

Business 101 – It’s Always Good to Have a Plan! (1.0 or 1.5 hours)

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 your job? 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.

Righting Your Future: The Time Management of Cooking – Shopping Smart and Eating Well (1.0 hours)

We all know we “should,” but we don’t always ... [exercise, eat well, meditate, slow down]. In this era of court reporter shortages, we’re working more days and longer hours. Add in our personal commitments – caring for children or aging parents – and Righting Your Future seems an impossible task. Camille will show you how to use the time management skills from our court reporting world to “Get dinner on the table in 30 minutes – and still eat healthy!” You’ll learn how to efficiently stock your pantry, refrigerator, and freezer with what’s good for you, and jettison what’s not! *(Presenter: Camille Duffy)*

The Business of Court Reporting (1.0 hours) *This session is designed for new professionals and/or high-speed students.*

Attention new professionals and students! We’ll explore what it takes to be in business for yourself. Do you have an EIN? Are you organized for bookkeeping, accounting, and taxes? Do you have insurance? Are you complying with identity fraud protection laws? Bring your questions!

ED VARALLO’S SEMINARS:

Realtime Tips and Tricks to Make your Workday Easier (2.5 or 3.0 hours)

Our fast-paced court reporting world demands that we write smarter. Ed Varallo, six-time NCRA speed contest champion, 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 tricks that will set you on the path to unleash the Realtime Superstar inside you! It’s easier than you might think!

Creating the Demand for Draft Transcripts (1.0 hours)

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. No demand for realtime services in your area? Ed Varallo, six-time NCRA speed contest champion, will share with you his tips and techniques to create the demand for rough draft transcripts. Delivery by dinnertime, not bedtime, is what your clients need. Learn how to provide this valuable service and increase your bottom line.

Mastery of Realtime Writing – No Stress Needed (1.5 hours)

So you’re a realtime writer, you can do same-day draft transcripts and provide attorneys a realtime feed. But it’s often a strain – you’re stressed out even though you’re willing to provide the service. Who wants to work that hard? Ed Varallo, author of *Ed’s Steno Pro*, will share his techniques for advanced writers, making realtime hookups and fast turnaround drafts less daunting.

How to Pass a Test (1.0 hours)

Everyone is nervous on test day. You can’t banish nervousness. The trick is to write well despite being nervous – and you *can* do that! Let six-time National Speed Contest Champion Ed Varallo (no stranger to test day nerves!) describe for you the several simple, common-sense techniques he has discovered that allow you to be at your best on test day – no matter what!

Project Steno's Founders and Board Members



Jim DeCrescenzo, President

Jim operated a court reporting agency in the Greater Philadelphia area for three decades before opening Exhibeo, LLC, a paperless deposition service, in 2015. Jim has served in countless volunteer capacities at the state and national level over the years, including as president of PCRA. He is a Registered Diplomate Reporter (RDR), a Certified Realtime Reporter (CRR), and a Fellow of the Academy of Professional Reporters.



Bill Weber, Secretary

Bill has worked for more than 40 years in the court reporting business, working extensively both as an official court reporter and in operation of a reporting agency in Pittsburgh. An innovator, Bill likewise is a founder of RevolutionaryText, a company that provides remote real-time court reporters to court systems. Bill is a past president of the National Court Reporters Association. He is an RDR, a CRR, and is both a Realtime Systems Administrator and a Fellow of the Academy of Professional Reporters.



Glyn Poage, Treasurer

Glyn is a retired official court reporter from the 166th District Court in San Antonio, Texas. Glyn's passion for court reporting education led him to operate two court reporting schools in Texas along with his wife Marilyn for many years. Glyn served on the board of the National Court Reporters Association for several years. He is an RDR, a CRR, a Fellow of the Academy of Professional Reporters, and in 2013 was TCRA's recipient of the Distinguished Service Award.



Nancy Varallo, Executive Director

Nancy is the owner of The Varallo Group, a non-traditional agency in Worcester, Mass., which manages reporting firms nationwide. Nancy has a passion for court reporting education and has worked with students formally and informally over the years to lend her expertise and support in their development. Nancy is an RDR, a CRR, and a Fellow of the Academy of Professional Reporters. She is a past president of the NCRA and, in 2017, received its highest award, the Distinguished Service Award. She is the author of "Nancy Varallo's Basic (Steno) Training".



Ed Varallo, Board Member

Ed has six times been NCRA's National Speed Champion, winning three years consecutively, 1974-1976, ten years later in 1986, again in 1996, and again in 2006 – a unique Speed Contest record. Ed is a CRR, an RMR, and a Fellow of the Academy of Professional Reporters. He is the recipient of two Distinguished Service Awards, in 1994 from the Massachusetts Court Reporters Association, and in 2007 from NCRA. He's the author of two books: "The Realtime Writer's Manual" and "Ed's Steno Pro."



Nativia Wood, Board Member

Tiva, a freelance reporter in Harrisburg, PA, served as 2016-2017 president of NCRA. Previously, she served for 37 years as an official reporter with the Dauphin County Court of Common Pleas, the final 12 years as its chief reporter. Tiva has held a multitude of leadership positions within NCRA and served as chair of the National Court Reporters Foundation. Tiva is also past president of the Pennsylvania Court Reporters Association. She is an RDR, a Certified Manager of Reporting Services (CMRS), and a Fellow of the Academy of Professional Reporters.

Project Steno's Advisory Council Members



Kathy Silva

Kathy began her freelance reporting career in 1980, and is now employed as an official reporter with the United States District Court in Boston. She is a past president of the Massachusetts Court Reporters Association (2012-2014). Kathy served on NCRA's Nominating Committee and their A to Z Task Force. She is the A to Z liaison to MCRA's members and board. Kathy is an RPR and CRR.



Rick Levy

Rick is an owner and managing partner of First Choice Reporting & Video Services in Florida. He is an RPR and a Florida Professional Reporter. Rick has served as a director of the NCRA board and as president of FCRA. He was the 2016 recipient of FCRA's Emily Mann Distinguished Service Award, and in the summer of 2018 he was awarded the Arlene P. Sommers Award for his contribution to students and new professionals in the reporting field.



Doreen Sutton

Doreen is a freelance reporter in Scottsdale, Arizona. Doreen served on NCRA's Test Advisory Committee and recently completed five years of service on the NCRA Board of Directors, including three years in the roles of Vice President and Secretary-Treasurer. Doreen is an RPR and a Fellow of the Academy of Professional Reporters, and holds certifications in Arizona and California. She is a past president of the Arizona Court Reporters Association and is the 2013 recipient of ACRA's Distinguished Service Award.



Camille Palladino-Duffy

Camille is the Owner of Duffy & McKenna Court Reporters in Dover, New Hampshire, and is a NH licensed court reporter and RPR. She is a retired Master Sergeant with over 20 years in the U.S. Army Reserve JAG Corp as court reporter, legal specialist, and chief paralegal. She currently is Chairman of the Governor-appointed NH Board of Court Reporters. She has served as President-elect and Vice President-elect of NHCRA.



Renee Bush

Renee was part owner of Aiken Welch Court Reporters from 2006 to 2019. She started her court reporting career with Aiken & Welch in 1982. Before obtaining her CSR, Renee became certified as an RPR. After becoming part of the ownership team of Aiken & Welch, Renee became a CMRS, a CRR, and a Realtime Systems Administrator. Renee has been involved in many charitable organizations and non-profit ventures over the years.



Chris Willette

Chris is the founder and owner of Willette Court Reporting in Wausau, Wisconsin. She has served as president for both the National Court Reporters Association and the Wisconsin Court Reporters Association. In her work on numerous committees and task forces for both associations, Chris played an active role in advocacy to external stakeholders and promotion of the profession. Chris is an RDR, CRR, and a CRC.