



Court Reporting Certificate Program (Realtime Voice Writing Track)

Program Mission

The Court Reporting Program at Brown College is designed to prepare students to take the state certification exam and to prepare the students for an entry-level position in the court reporting field.

Academics

COURSE TITLE

Voice Theory I
Voice Theory II
Introduction to Realtime Reporting
Punctuation and Usage
Vocabulary Development
Proofreading
Civil and Criminal Law
Legal Terminology
Court Reporting Procedures
Medical Terminology and lab
Medical Anatomy/Physiology and lab

Keyboarding I and II
Introduction to Computers
Voice Writing Technology II, III, and IV
Multi-Voice Dictation for 160, 180, 200, 225
Reporter Dictation 180 and 200
Professional Development
Current Events
Court Externship
Freelance Externship
Technical Dictation-Transcription (180)

Electives

COURSE TITLE

Beginning Drill Class
Intermediate Drill Class
Advanced Drill Class

Speed Building

140 WPM Speed building
160 WPM Speed building
180 WPM Speed building
200 WPM Speed building
225 WPM Speed building

Students must pass speed tests at the required speed and accuracy percentage (see catalog) in order to progress to the next level. Length of time to complete the program is based on the individual's ability to pick up the skill. Full-time students enrolled in our voice writing program typically need 18 months to 24 months for completion.

Practicing outside of class time is a crucial element for success with this program.

TOTAL CREDITS FOR CERTIFICATE PROGRAM 163