

For The RECORD

Volume 2004 No. 3

Summer 2004



"None of us are as good as all of us."

Ray Kroc McDonalds

(He built an empire on those words, let's do it!!!!)

Court Reporters' Association of Ontario

Code of Ethics

Attain and maintain a high standard of reporting.

Conformity of decorum and dress with dignity.

Open mindedness and professionalism.

Utmmost devotion to professionalism.

Record verbatim and

Transcribe accurately.

Respect for all others

Exercise courtesy & integrity

Punctuality, perfection and pride

Offer only honesty of purpose

Reputation and

Trust above all

Excellent quality of service

Reflect merit upon our profession with the constant desire to improve.

What's Inside ...

About this Newsletter	1
C.R.A.O. Website & Email	1
Acting President's Message	2
Thank You, Val	2
For Your 2004/2005 Executive	2
ProCAT - Cathy Logan	2
Dr. Rubin "Hurricane" Carter	2
C.R.A.O Convention Agenda.....	3
Rubin "Hurricane" Carter Motivational Speaker	4
A Chorus Line	4
Sharing A Room or Travel Arrangements	4
For Your 2004/2005 Executive (Cont) ..	5
Certification Seminar and Testing ...	6
All Court Reporters Welcome	6
Press Release re: R. v. Singh	6
"For Sale" and/or "Wanted"	6
POA Courts	6
Discussion on Changes Affecting Open Microphone Reporters	7

... For The Record

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ABOUT THIS NEWSLETTER

We hope everybody had an excellent summer, and that you did whatever it is you do to re-charge your batteries.

This is the last newsletter before the convention. It is going to be an interesting and exciting convention. Dr. Ruben Hurricane Carter is going to speak. The setting at Stage West sounds terrific and for those who are interested, there is a stage production on Saturday.

This is an election year again. This is your opportunity to have an impact on the direction your association is heading.

Included in this newsletter you will find a description of all the positions on the executive. If

you feel you would like to participate on our executive please come to the convention and put your name forward or nominate someone who you know would be a great executive member. We are always looking for new talent.

Look for the insert with respect to the OPSEU newsletter and attachments regarding the issue of Workforce Revitalization Pilot Project.

We look forward to seeing all of you at Stage West on October 15 & 16.

Fatima Conceicao

Ruth McIver

Newsletter Committee

SOME IMPORTANT NEWSLETTER INFORMATION

This C.R.A.O. Newsletter is published quarterly by the Court Reporters' Association of Ontario. Please address all correspondence concerning the Newsletter to: **Your Newsletter Committee:**

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SUBMISSIONS: Anyone wishing to submit articles for publication

are encouraged to do so. Please submit articles in IBM compatible (Word or WP - preferably RTF, or ASCII not DOC) or typewritten prior to publication deadline dates found below.

Additional copies of the CRAO Newsletter can be obtained for \$2.00/issue to cover postage & handling costs.

PUBLICATION DEADLINES

Submit by
Nov 15/04

Issue:
Dec 2004

WEBSITE & EMAIL

www.crao.ca
courtreportersoa@hotmail.com

Our website is up and running. Check it out. Information about the upcoming 2004 CRAO Convention is there as well as the forms to register.

There is a form for the exchange of ideas. This website is yours, feel free to use it.

ACTING PRESIDENT'S MESSAGE

Fellow Reporters,

This is my first time addressing you as Acting President. As most of you already know, Val Erwin has resigned as President of our Association. She has left court reporting and taken a job in the Crowns office in Bracebridge.

Val, we wish you the best in your new career.

Our convention is fast approaching, October 15-16, 2004 in Mississauga, Ontario. There have been a lot of issues arising this year that have affected court reporters across the province. Now, more than ever, court reporters must support each other. There is strength in numbers.

This is also an election year.

A new executive will be voted in. This is your Association and your Association is only as strong as the support of its members.

I hope to see everyone at convention!

*Linda Fudge
Acting President*

THANK YOU, VAL

We would like to take this opportunity to thank Val Erwin for all her work on our behalf as president of the Court Reporters Association of Ontario. Val has always shown dedication and commitment to our Association. Val also gave generously of her time to various positions with OPSEU. She has moved on to other endeavors and we know she will give her new position the same dedication and commitment that she gave to court reporting.

FOR YOUR 2004/2005 EXECUTIVE

A list of duties and responsibilities for positions on the executive and committees appears on page 5. This is an election year again, giving you an opportunity to have an impact on the direction your Association is heading. Consider running for one of the positions or nominate someone. Elections will be held at the Convention. If you cannot attend but are interested in running for a position or nominating a fellow colleague, please contact Linda Fudge at 7044 Estoril Rd., Mississauga, ON L5N 1N4 (905)826-8330 Linda.Fudge@sympatico.ca

ProCAT - CATHY LOGAN

We are pleased that Cathy Logan from ProCAT is attending our convention this year as a guest speaker. She will also be demonstrating the voice-recognition system WinnerVR from ProCAT. We are hoping that you will have a chance to try your hand at this technology throughout the day. Cathy will be available to provide you with information and answer any questions you may have about the system. Founded in 1982 by Robert Bakva, ProCAT provides software, electronic stenotype, and hardware to the court reporting and closed-captioning industries. They introduced the first IBM-PC based Computer-Aided Transcription (CAT) software, which marked the beginning of a new era. For over two decades, ProCAT has continued to develop more innovative products to enhance productivity and increase demand for court reporting services. Please visit their website www.procat.com for more information.

*Lisa Cumber
Convention Convenor*

DR. RUBIN "HURRICANE" CARTER (a guest speaker on OPRAH)

The Convention committee and its attending members are very excited that Dr. Rubin "Hurricane" Carter has accepted the invitation to be a speaker at our convention. Spread the word. This is something that reporters in Ontario will not want to miss!!! He just recently received two standing ovations at his most recent attendance so you can imagine how inspiring, captivating and motivational he is!!! Dr. Carter will deliver a message to our convention attendees to motivate them and keep their spirits up while at the same time talk about his work and life.

We will be able to take what he delivers and incorporate it into our everyday lives, whether it be at home or in the workplace or out in society in general. I know that some of you do not know who he is but once you meet this individual you will never forget him!!! I believe that everything happens for a reason and we know not the reason we have been so fortunate to have Rubin speak to us, but we will some day. Expect the unexpected!!!!

Here is what reporters have to say about Dr. Carter:

"I work as a court reporter with Heather B. I will be attending the conference in October. I'm curious whether Dr. Carter has been retained to speak there. I am a HUGE fan. I've seen him on Oprah and watched his movie. What an amazing person. I am so hopeful I will get a chance to see him live!"

2004 CRAO CONVENTION AGENDA - STAGE WEST - MISSISSAUGA

WHERE:

Stage West All Suite Hotel and Theatre Restaurant
Ojibwa/Iroquois Room
 5400 Dixie Rd., Mississauga, ON L4W 4T4
 (905)238-0159 • 1-800-668-9887

WHEN:

Friday, October 15, 2004

9:00 a.m. - 12:00 Morning Seminar
 Manual Update
 Q & A
 12:00 - 1:00 p.m. Lunch period
 1:00 p.m. - 4:30 p.m. Testing
 7:00 p.m. - 10:00 p.m. Join us at the Hospitality Suite
 - All members welcome

Saturday, October 16, 2004

8:00 - 9:00 a.m. Registration
 8:00 - 9:15 a.m. Breakfast
 9:30 - 11:00 Greetings from the Acting
 President
 General Meeting
 11:00 - 11:15 Coffee break
 11:15 - 12:00 The Honourable Mr. Justice
 Marvin G. Morten
 12:10 Photographs
 12:30 - 1:30 p.m. Lunch
 1:40 - 2:30 Voice Recognition
 Demonstration
 Cathy Logan, PROCAT
 2:30 - 3:15 Dr. Rubin "Hurricane" Carter
 3:15 - 3:30 Coffee break
 3:30 - 4:00 Closing remarks from President
 6:00 p.m. Dinner Theatre & Show
 (Optional)

*** Please arrive on time for the Friday, October 15th Seminar and Testing as well as the Convention Registration on Saturday the 16th. Don't forget to register between 8:00 a.m. and 9:00 a.m. prior to convention starting. A continental breakfast including coffee/tea will be served.

You are not going to want to miss the Annual Court Reporters Convention being held at the Stage West All Suite Hotel and Theatre Restaurant in Mississauga. If you are wishing to attain your certification (Certified Court Reporter, C.C.R.) then attend on Friday, October 15. Join us on Saturday the 16th, enjoy a breakfast and lunch, listen to our inspirational and informative guest speakers and get updated on the latest news and technology in our field. You will meet new and old friends and fellow colleagues. As a finale to a great day, you are invited to an evening out at the Stage West 'Home of the

Stars' dinner theatre. The Dinner/Theatre is optional and special convention prices and show details are available! Bring your family and friends along while you spend the day with your fellow members, your family and friends can enjoy the heated indoor pool, Jacuzzi, fitness centre, three storey waterslide, 'On Cue billiards' room or relax and grab a bite to eat in the Haida Garden Café & Lounge, then join you later for an evening of entertainment at the theatre. If you are planning to reserve a room Friday/Saturday evening, the convention rate is \$129.00 per suite, per night and reservations can be made by calling (905)238-0159 or Toll-free 1-800-668-9887. Check out the spacious suites and directions to the hotel at their website www.stagewest.com.

CONTACT:

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Visit our website at www.crao.ca for more details.

FEES: Convention: \$80.00 (includes breakfast and lunch)
 Membership: \$60.00
 Certification: \$40.00

Please register as soon as possible. Cheques are payable to the C.R.A.O.

Please send membership fee/Application with your convention fee/Registration to one of the addresses listed above. For those wishing to be certified, please include your membership fee along with certification fee to Janice Zufelt at 264 Punshon, OSHAWA, ON L1J 2M7 (905)723-1464 janicezufelt@hotmail.com

The Convention Committee has a block of seats (50) for the front of the theatre for Saturday evenings show of Chorusline. In order to get the group rate as advertised in the last newsletter, please send in your ticket orders ASAP or contact Lisa Cumber. There are tables of eight for dinner. If confirmation is not received soon, and we do not have enough people then the block of tickets will have to be released for sale to public. Your spouses and/or friends are welcome.

Dress Code: Dress shirts, dress slacks or skirts are required. No jeans, shorts, sweat suits or running shoes allowed.

Individual guests are responsible for payment of their own beverages, other than coffee/tea.

Price per person:

Dinner and Show including Coffee/Tea and gratuities and taxes is \$81.92

OR

Dinner and Show plus tax is \$77.27

RUBIN "Hurricane" CARTER Motivational Speaker



When Rubin Carter was young, he dazzled the world with his fast and furious boxing style, which made him a crowd favorite and earned him the professional name, Hurricane.

On the eve of triumph, one fight away from becoming the Middleweight Champion of the world, he lost everything. He was wrongly convicted of a triple murder in the state of New Jersey even though he had no motive for the murder; didn't match the killer's description; was cleared of being the attacker by two of the victims and, passed a lie detector test.

Narrowly escaping the electric chair, Rubin Hurricane Carter was given three life sentences, but he never gave up the fight for his freedom. After 20 long years in prison, Rubin's conviction was finally overturned.

This amazing life has been chronicled in the critically acclaimed Hollywood film, *The Hurricane*, starring Denzel Washington and directed by Norman Jewison.

He is one of the most powerful inspirational speakers to share his thoughts and his perspective on life. He takes you on a journey of personal satisfaction and enlightens you to your own personal worth, going beyond your fears ...

GOING THE DISTANCE

"He's a folk hero and a legend, a victim and a victor. But ultimately, Rubin Hurricane Carter is a fighter. And that says it all.

Peter Goodspeed, The Toronto Star

A CHORUS LINE

"While growing up, many of us imagined what it would be like to be in show business, or more specifically a singer or dancer, and often pretended that we were. A Chorus Line is a timeless classic about the unsung heroes of the musical theatre business, the Chorus dancers. A Chorus Line takes the audience through the final grueling audition run by the director, Zach, for a new Broadway musical. Instead of having them read a short audition scene, Zach wants a personal history from each one; how they got into show business".

SHARING A ROOM OR TRAVEL ARRANGEMENTS

TRANSPORTATION WANTED: Two reporters in Sudbury looking for transportation to convention and would appreciate if anyone is able to help. Please contact Lisa at haltonrep@cogeco.ca

Looking for someone to share a room with and/or to travel with? Call Lisa (905)541-2747 or email her at haltonrep@cogeco.ca and she will try to match you up with someone who has already registered that is from your area or traveling past your hometown and can pick you up along the way. Also, if you live in the Mississauga area and wish to host someone from out of town, please advise us.

2004/2005 EXECUTIVE

Following is a list of duties and responsibilities for positions on the executive and committees. This is an election year again, giving you an opportunity to have an impact on the direction your Association is heading. Consider running for one of the positions or nominate someone. Elections will be held at the Convention. If you cannot attend but are interested in running for a position or nominating a fellow colleague, please contact Linda Fudge at 7044 Estoril Rd., Mississauga, ON L5N 1N4 (905)8268330 Linda.Fudge@sympatico.ca

PRESIDENT

Oversee the various committees, keep the Association apprised of any new developments in the field of court reporting, set the agenda for executive meetings, and general meetings, call executive meetings, conference calls, and generally be available to answer questions from the general membership about court reporting issues.

VICE-PRESIDENT

Assume the duties of president should the president not be available and to assist the president whenever it is required.

SECRETARY

The secretary keeps the minutes of the general meeting and the executive meetings and produces the minutes in a timely fashion. She (he) arranges for conference call meetings and notifies all the members of the executive of the date and time of meetings.

TREASURER/MEMBERSHIP

Update and balance the accounting books for the Association. Receive Membership applications and cheques for dues, and make bank deposits. Send out receipts and membership cards to members. Contact members who provide NSF cheques to recover money. Keep Newsletter committee informed of new members addresses and changes to addresses. Pays bills and provide annual statements to the membership at the convention.

NEWSLETTER COMMITTEE

Assemble material to put in the newsletter which ideally should be published quarterly. Try to address current issues relevant to court reporting. Include new developments such as new case law and new directives affecting court reporting. The newsletter committee publishes reports from the various committees and the message from the president.

OTHER COMMITTEES: (Currently being considered)

POA COMMITTEE

Address concerns and issues regarding POA reporters, reporting to the President, submitting articles re POA matters to Newsletter committee.

TRAINING & CERTIFICATION CHAIRPERSON:

This position involves:

1. Corresponding with reporters who are looking for information on how to become certified.
2. Answering questions from both new and not so new reporters on certification as well as general reporting questions.
3. Keeping up with changes in the manual set out by the government and reviewing and revamping testing materials in consultation with the certification committee.
4. Liaising with the executive and members on certification issues.
5. Setting up seminars and testing sessions
6. Sending out information to applicants
7. Teaching at the seminar and administering the exams
8. Marking exams and reporting back to applicants on their results.
9. Producing certificates for successful candidates.
10. Keeping a data base of members who have tried certification.
11. Setting up retesting for those who failed the first test.

CONVENTION COMMITTEE - CONVENTION CONVENOR

Convention Convenor/s is someone who:

- Has organizational, computer, good public relations and communication and decision-making skills
- Is creative and uses his or her ideas to make the convention interesting and dynamic!!
- Works with convention committee in a professional and open-minded way in order to reach decisions
- Makes decisions without compromising the budget or goals in order to make the convention successful
- Chooses a location, date and time convenient and interesting to attendees and makes all reservations with hotel/convention
- Establishes convention fee reasonable to attendees but taking into consideration all costs while working within the budget
- Communicates to other members of the convention committee and the executive for approval of any costs over and above the hotel and meeting room fees
- Books interesting and informative speakers relevant to the court reporting profession
- Creates and finalizes agenda with realistic time frames for registration, meals, breaks, speakers, general meeting
- Works with certification examiner to ensure requirements are met for seminar and testing
- Sends information for convention and updates to newsletter committee and

does so in a timely manner

- Communicates to attendees any changes of the convention that will affect him/her
- Contacts sponsors by phone, letter or in person to donate items for attendee gift bag and sends thank you letters if a donation is made and also acknowledgement in newsletter, at convention, or both
- Purchases thank you gifts for speakers, name badges and any other items relevant and necessary
- Prints convention registration forms, sponsor letters, speaker invitation letters, agenda, and name badges
- From time to time promotes the convention date and particulars via phone, email, facsimile and in person to ensure that all reporters in Ontario have received notice and also to remind them of deadlines for registration and/or fees/tickets if applicable.
- Can be contacted at any time to answer any questions or concerns of CRAO members, persons interested in attending, speakers, hotel or catering managers, sponsors and provides knowledgeable answers or seeks assistance from other CRAO Executive if required
- Responds in a timely manner to all requests
- Maintains a record of all fees and expenses in an organized and timely manner to be presented to CRAO treasurer at conclusion of convention so as to ensure accounting records can be balanced in an efficient and timely manner
- Organizes the convention day, is available for registration and ensures the day goes accordingly taking into account the agenda timelines

(PLEASE NOTE THAT SEVERAL PEOPLE AS PART OF THE CONVENTION COMMITTEE CAN UNDERTAKE SOME OR ALL OF THE DUTIES IN ORDER TO DISTRIBUTE THE WORKLOAD, BUT TO BE AWARE OF DUPLICATION OF DUTIES OR SOMETHING NOT BEING DONE. THEREFORE, EACH PERSON IN THE COMMITTEE SHOULD BE ASSIGNED SPECIFIC DUTIES AND IT IS HELPFUL IF THEY ARE RELEVANT TO THEIR PAST WORK AND LIFE EXPERIENCES AND THAT THEY USE EFFECTIVE COMMUNICATION THROUGHOUT THE DURATION OF THE PLANNING PROCESS AND ON THE CONVENTION DATE. IT MAY BE HELPFUL TO HAVE ONE LEAD PERSON WHO DELEGATES DUTIES AND OVERSEES THAT THEY ARE COMPLETED.)

CERTIFICATION SEMINAR AND TESTING

- WHEN:** Friday, October 15, 2004
9:00 a.m. to approx. 4:30 p.m.
- WHERE:** Stage West All Suite Hotel and
Theatre Restaurant
Muskoka Room
5400 Dixie Road
Mississauga, ON L4W 4T4
- FEES:** Testing: \$40.00
Membership: \$60.00
- CONTACT:** Janice Zufelt
264 Punshon
OSHAWA, ON L1J 2M7
(905)723-1464
janiczufelt@hotmail.com

Booklets will be sent out to applicants for certification to assist with preparation for testing. Please forward name, address, phone number, and e-mail address via e-mail, if possible, to the above address.

PRESS RELEASE RE: R. v. Singh 500+ errors BRAMPTON TRANSCRIPT

Recently, there have been several articles in various publications regarding the inaccurate and unacceptable transcripts being produced, specifically in Brampton, Ontario. The Court Reporters Association of Ontario (CRAO) has attempted for many years to be recognized as the training and certification body for new recruits to this profession.

The Ministry of the Attorney General has refused to recognize our Associations mandate.

Court Reporters are guardians of the only official verbatim court record. Court Reporters must have an above-average understanding of the English language, English grammar combined with more than a mere acquaintance of other professional terminology, such as medicine, engineering, pharmaceutical, construction.

The Ministry of the Attorney General must take responsibility for the hiring of these persons who have and will continue to put the veracity of the official record of court proceedings into question, when that very record may be used in appeal courts both in the Province of Ontario and in Canada.

Linda Fudge, CVR
President
Court Reporters Association of Ontario

All Court Reporters Welcome!

Court reporters, certified and uncertified, can look forward to attending the seminar prior to the certification session on Friday, October 15, 2004. This is a good idea, considering all the recent changes. This would also make the Q and A session very informative and productive.

"FOR SALE" and/or "WANTED"

Your CRAO Newsletter now has a section reserved for advertising. If you have equipment you would like to sell or are looking for used equipment, i.e. transcribers, recorders, microphones, books, etc., re court reporting, please contact the Newsletter committee to submit your advertisement. (Disclaimer: sales contracts are between that of the seller and purchaser.)

POA COURTS

POA court reporters have expressed an interest in having a section of the Newsletter reserved for POA issues, concerns, etc. Please send your submissions to the Newsletter committee.

DISCUSSION ON CHANGES AFFECTING OPEN MICROPHONE REPORTERS

The Directive that came out this spring setting out the procedure for keeping tapes and notebooks secure has caused many concerns in our ranks.

Many of us object to typing transcript from copied tapes. If you feel strongly about this and your management will not let you use the original tape, then you should qualify your certification to indicate it was produced from a copied tape. Some reporters do not have a problem with using copies. My experience has been that once a tape has been used for copy purposes, each successive use of that tape further degrades the quality of the record you are transcribing from. In reviewing a new reporter's transcript that was typed from a tape that had been copied over three times I found that I had difficulty hearing many of the lower tones and found that she missed or incorrectly transcribed words that she may otherwise have heard on the original tape. When proofed to the original tape, the sound quality was fine. Our management is now discarding tapes that have been used twice.

It is my understanding that various courthouses are handling the production of these copies in different ways. Some are having the reporters themselves do the copying of tapes and photocopying of log notes, some have one or more designated persons to produce these copies and have created a "tape custodian" role or position. The duties of this person seems to be as wide and as varied as our managers' imaginations.

Form Two Certification is expected at the end of our transcripts. This now indicates that Form One was inspected so Form One is not necessary. Also, the old certification is not needed at the end of your transcript. I have seen transcripts with three certifications at the end (covering all the bases, I guess). This is not necessary. Some reporters are modifying the Form Two to include such things as "to the best of my skill and ability" which seems to have been left out of this new certification. Also, a case name may be used over and over in various Form Two Certifications so some are adding the date of the proceeding after the name of the case, i.e., "...transcript of the recording of R. v. John Doe, held on September 21, 2004..."

Please be sure to use your C.C.R. designation with pride!!!

Janice Zufelt
Training & Certification

PUNCTUATION:

An English professor wrote the words: A woman without her man is nothing on the chalkboard and asked his students to punctuate it correctly.

All of the males in the class wrote:
A woman, without her man, is nothing.

All the females in the class wrote:
A woman: without her, man is nothing.

Punctuation is powerful.

(Thanks to Heather McMichael for this submission.)

* * * * *

THE COURT REPORTER:

Court reporters hear such woe;
How they stand it, I don't know.
Tales of gore and incest too;
Rape and murder noting new

Drinking, drugs, and barroom brawls,
Contracts, leases, slip-and-falls,
Things that cause my hair to rise,
To them the story's no surprise.

Auto smashups, petty theft,
Child abuse, a spouse who left,
All about a client's ills,

To me it seems an awful chore;
To them they've heard it all before.
And so they sit and take it down.
They don't complain; they seldom frown.

And though the witness rants and raves,
They merely nod and make no waves.
They're patient, calm, and no one's fool.

How CAN they stay so doggone cool?
The answer's clear; it takes no sage --
They simply charge us by the page.

-- Edward Siegel

Jacksonville (From the Florida Bar Journal of May 1986)

(Thanks to Gail Sexton for this submission.)