



CRAO Since 1967  
Volume 10  
September 2010 Issue 1

## Court Reporters' Association of Ontario

### *Code of Ethics*

**A**ttain and maintain a  
high standard of reporting.

**C**onformity of decorum  
and dress with dignity.

**O**pen mindedness and  
impartiality.

**U**tmost devotion to  
professionalism.

**R**ecord verbatim and

**T**ranscribe accurately.

**R**espect for all others

**E**xercise courtesy &  
integrity

**P**unctuality, perfection  
and pride

**O**ffer only honesty of  
purpose

**R**eputation and

**T**ruth above all

**E**xcellent quality of  
service

**R**eflect merit upon our  
profession with the constant  
desire to improve

## *For the RECORD*

### *Welcome to 2010 CRAO Convention September 24<sup>th</sup> & 25<sup>th</sup> at the Delta Markham Hotel*

*50 East Valkalla Drive, Markham  
Located in Historic Unionville*

#### **Featuring Guest Speakers:**

**The Honourable Justice David Watt**

Susan Kern – Quantum Coach & Bio-Feedback Specialist

Workshops: HST Questions Answered & Corrections Canada

**~ Breakfast, Lunch and Refreshments Provided ~**

*Retreat ~Relax~Rejuvenate*

#### ***Inside this issue:***

Convention Sept 24 to 25	2 - 4
Hunt et al Summary since June 2009	6 - 8
Your Questions Answered	9
Just Push a Button	10 - 11
Certification: The Competitive Edge	12
CRAO Certification Criteria	13
Why Being Certified Matters	14
Watch Your Homonyms	15

## 2010 CRAO Convention

September 24<sup>th</sup> & 25<sup>th</sup>

Delta Markham Hotel

### Agenda

#### FRIDAY, SEPTEMBER 24th

##### *~ Social Event @ 7 p.m. ~*

Meet and Greet at the Tivoli Garden Lounge for cash bar and complimentary hors d'oeuvres

#### SATURDAY, SEPTEMBER 25th

7:30 - 9:00 a.m. ~

##### *Convention Registration and Breakfast*

Register outside the meeting room where you can pick up your gift bag, and fill out a ballot to win one of our amazing door prizes. Enjoy a continental breakfast in the meeting room. The breakfast is included for **ALL** convention goers, even those not staying at the hotel.

9:00 - 10:15 a.m. ~

##### *Annual General Meeting*

To be held in the meeting room along with all remaining workshops and speakers. Come and meet your 2009-2010 Executive and catch up on what's happening in the CRAO.

10:15 - 10:45 a.m. ~

##### *Have your HST Questions Answered*

10:45 - 11:00 a.m. ~

##### *Break - Refreshments*

11:00 - 12:00 p.m. ~

##### *Guest speaker the Honourable Justice David Watt*

Justice Watt is a highly respected Justice of the Court of Appeal for Ontario. Justice Watt is also the author of Tremear's Annotated Criminal Code, Watt's Manual of Criminal Evidence, Watt's Manual of Criminal Jury Instructions, Helping Jurors Understand, and Criminal Law Precedents. He will also speak about the Court of Appeal process with respect to transcripts.

12:00 - 12:15 p.m. ~

##### *Break - draw for door prizes*

## *2010 CRAO Convention*

*September 24<sup>th</sup> & 25<sup>th</sup>*

*Delta Markham Hotel*

### *Agenda*

12:15 - 12:30 p.m. ~

#### *Guest speaker from Corrections Canada*

Nancy Martineau will talk to us about the submission of transcripts and invoices to Corrections Canada.

12:30 - 1:30 p.m. ~

#### *Buffet Lunch*

1:30 - 2:30 p.m. ~

#### *Guest speaker Susan Kern*

Susan will demonstrate how Quantum Biofeedback promises to play a significant role in the future of increasing health through relaxation for stress and pain management.

2:30 - 2:45 p.m. ~

#### *Break - Refreshments*

2:45 - 3:30 p.m. ~

#### *Elections*

##### **Executive Positions Open for Election**

President / Secretary / Treasurer / Membership / Training & Certification/ Independent Representative

3:30 - 4:00 p.m. ~

#### *Final Thoughts and Giveaways*

#### *Dinner - Bluestone Bistro 7 pm*

4261 Hwy-7 E, Unit A-18, Unionville. Feel free to do some sightseeing and meet up at the Bluestone Bistro for dinner in The Cellar Room.

(Dinner is not included in the conference fee)



*2010 CRAO Convention*  
*September 24<sup>th</sup> & 25<sup>th</sup>*  
*Delta Markham Hotel*

*Our appreciation for their support and financial gifts*

The York Regional Police  
Donnell & Associates  
Robinson Chartier Taraniuk Owoh & Fedorowicz  
Lonny Mark Criminal Law  
Mr. Todd Morganstein, Barrister & Solicitor  
Manzo Law Offices  
The Newmarket Crown Attorney's Office  
The Old Firehall Confectionery  
Star Bucks Main Street, Unionville  
LouLou Beads  
Rocky Mountain Chocolate Factory, Promenade Mall  
Agropur, Division Natrel  
Viper Marketing  
Elemi Organics, Uxbridge  
Town of Newmarket



**CRIMINAL LAWYER**

Parliamo Italiano

*M* Domenic Manzo, B.A., LL.B

**MANZO LAW OFFICES**



**LONNY MARK**  
Criminal Law

**R O B I N S O N**  
**C H A R T I E R**  
**T A R A N I U K**  
**O W O H &**  
**F E D O R O W I C Z**  
CRIMINAL LAWYERS



2009/2010 EXECUTIVE

ACTING PRESIDENT

Tricia Rudy, CCR  
[Tricia.Rudy@crao.ca](mailto:Tricia.Rudy@crao.ca)

PAST PRESIDENT

Linda Fudge, BA, CCR, CVR  
[Linda.Fudge@crao.ca](mailto:Linda.Fudge@crao.ca)

VICE-PRESIDENT

Joanne Hardie, CCR  
[Joanne.Hardie@crao.ca](mailto:Joanne.Hardie@crao.ca)

SECRETARY

Fatima Conceicao, CCR  
[Fatima.Conceicao@crao.ca](mailto:Fatima.Conceicao@crao.ca)

TREASURER & MEMBERSHIP

[admin@crao.ca](mailto:admin@crao.ca)

WEBSITE CHAIR

Tracey Beatty, CCR  
[Tracey.Beatty@crao.ca](mailto:Tracey.Beatty@crao.ca)

NEWSLETTER CHAIR

Lisa Ruggiero, CCR  
[Lisa.Ruggiero@crao.ca](mailto:Lisa.Ruggiero@crao.ca)

ACTING TRAINING &  
CERTIFICATION

Pam Thompson, CCR  
[Pam.Thompson@crao.ca](mailto:Pam.Thompson@crao.ca)

CRAO REPRESENTATIVES

MAG \* Pam Thompson, CCR

POA \* Helena Tsapoitis-Barbesin  
[helena.tsapoitis@york.ca](mailto:helena.tsapoitis@york.ca)

Independent \* Position Open

2010 CONVENTION CONVENER  
Suzanne Dorgan, CCR

**CRAO ANNUAL DUES**

No CRAO,  
no representation to fight on behalf of Court  
Reporters, and the loss of your profession.

**- We need the CRAO -**

*Invite a Fellow Reporter to Join Today*

**\$85.00 per member**

Send your completed Application for Membership Form and Dues to:

MEMBERSHIP SERVICES

C1060 Concession 14, R.R.#2 Cannington, Ont L0E 1E0  
[admin@crao.ca](mailto:admin@crao.ca)

Please make cheques payable to:  
Court Reporters' Association of Ontario

**Note:** To maintain your certification and use the CCR designation  
after your name, you must continue to be a member in good standing.

***Don't forget, it's a tax deduction!***

**Have you moved?**

Changed your **personal email** address or changed  
your **phone number**? Go to your profile at  
[www.crao.ca](http://www.crao.ca) to get the latest updates from CRAO.  
Contact us at [admin@crao.ca](mailto:admin@crao.ca)

We're on the web  
[CRAO.ca](http://CRAO.ca)

*For the Record • The Court Reporters' Association of Ontario*  
*(Articles submitted are not necessarily the view of the CRAO)*

~ *Hunt et al* Update ~

## May 2010

I was elected as an alternate delegate by our Local 310 union to attend the OPSEU Annual Convention which was held on May 5-8, 2010.

On Thursday, May 6th, 2010 at the MERC Caucus for MAG, Marg Simmons was there representing the Court Reporters' ongoing grievance known as *Hunt et al*, to give us an update.

Here's the scoop. As you are all aware, OPSEU has been urging you to submit the details of your transcript incomes for the period between 2001 and 2009 so that they may identify those who qualify and to start to quantify the monetary amounts that will be used to determine what, if any, compensation is owed by MAG and to whom it will be dispensed. Here are the numbers she advised.

Total number of responses (including retired and past employees): 532 Total number of active reporters responses: over 300. She encouraged anyone who has not yet responded to do so as soon as possible. Interesting to note that there were several court reporters in the room and several stewards who knew nothing about this request for information.

She did not specifically use the language "provided their numbers" but simply said "responded". I know myself, for one, responded without providing numbers. I do not know how many others did the same.

The team is now compiling a spreadsheet detailing all the information that was sent in to disclose to MAG.

It is the intention of OPSEU at the June 2 or subsequent hearing to actually call witnesses who will testify as to the numbers in order to establish credibility of the information received. You can bet your last dollar those witnesses will be hand picked by OPSEU to support their position.

She did not say whether MAG would be calling any witnesses.

What she did say was that MAG's position was, and still is, that we have been adequately compensated for that work as per Ontario Regulation 587/91, Courts of Justice Act, January 1, 1990 which sets out the per page rates for transcripts.

Needless to say, OPSEU has its work cut out to prove otherwise, and to what extent.

She remains optimistic and determined that OPSEU will succeed in garnering a huge windfall for MAG reporters.

.....continued on page 7

***For the Record • The Court Reporters' Association of Ontario***  
*(Articles submitted are not necessarily the view of the CRAO)*

~ *Hunt et al* Update ~

....continued from page 6

During the question and answer period, I was able to ask three questions.

1) **Question:** Are the June hearings open to the public?

**Answer:** Yes. All GSB hearings are open. (Editor's note: except when they're not)

2) **Question:** Has anyone at OPSEU turned their mind to the tax liability and risk of re-assessment by CRA on our business income declared if OPSEU is successful in getting us this financial compensation, and if so, what is the risk?

**Answer:** Yes. The MERC team, other members, and OPSEU's legal counsel have considered how CRA will view this circumstance. (Editor's Note: Remember, legal counsel are labour lawyers and not tax lawyers, or corporate lawyers.)

Yes. There is a risk although she was unable to quantify it. She did say that it was substantial enough to warrant attention. Yes. This is something MAG is also very interested in pursuing.

She went on to explain the position of OPSEU in this regard, because the information they've received is not definitive on the point. It will need to be argued.

OPSEU will be arguing that there is some language in the Ontario Regulation 587/91, Courts of Justice Act, January 1, 1990 ([http://www.e-laws.gov.on.ca/html/regs/english/elaws\\_regs\\_910587\\_e.htm](http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_910587_e.htm)) which allow for money to be paid out as part of the Collective Agreement.

[Note: My review of this regulation finds no such allowance, or reference to the Collective Agreement.]

OPSEU will further argue that because the Ministry failed to act in making changes to policy and procedure back when Vice Chair Abramsky ruled that transcripts were bargaining work, and has forced us to continue to do business as per status quo, that "It's not our fault" would be a defense to any CRA audit or re-assessment. We had no choice but to continue declaring transcript work as independent business activity to CRA in the circumstances.

That, to me, sounds like it will be an issue that MAG will take an opposing viewpoint on and just one more area that Vice Chair Abramsky will have to make a ruling on.

She was in no way satisfied that Court Reporters are NOT at risk of audit.

...continued on page 8

***For the Record • The Court Reporters' Association of Ontario***  
*(Articles submitted are not necessarily the view of the CRAO)*

~ *Hunt et al* Update ~

....continued from page 7

3) **Question:** In the event that Court Reporters find themselves in a situation where they are faced with a CRA audit, re-assessment or any other exposure as a result of accepting any payout as remedy, what, if anything, does OPSEU have to offer us by way of legal support, tax accounting professionals, financial resources to fight any CRA legal action?

**Answer:** She "would hope" that OPSEU would bring all resources to bear to support its members, but was unaware at that time exactly what, if any, resources that would entail or how one would go about accessing it.

Upon reflection, I have now thought of one more question I wish I had asked at the time, but maybe that is something that can be followed up with and that is:

4) **Question:** Why did OPSEU FAIL TO DISCLOSE to each of us the true nature of the risk and exposure to CRA before some of us blindly submitted confidential income data to them to be disclosed to MAG?

My gut feeling is that at the end of the day, the risk to Reporters who have chosen to participate in this action is significant, and they will be lucky to break even, and that the risk and exposure should not be taken lightly. They may, in fact, end up paying out of pocket to satisfy all interested parties.

OPSEU will want dues on all declared income retroactive, and its share of the remedy.

CRA will re-assess your income, deny all home office expenses, re-rate the income as employee income, and tax accordingly. This would result in tax owing for the period, regardless of whether MAG ends up making payments to us or not.

Any payments made to us by MAG will also be subject to income tax for the year it was paid out.

MAG will negotiate and argue every last penny in order to pay the absolute minimum owing to each reporter. If I were them, my first request would be to identify all income from third parties and exclude it. You can see where I'm going with this.

Please note that the last four paragraphs are my opinion and conjecture, based on my experience and the information at hand.

Each of you are free to make your own determinations on the issues.

Tricia Rudy, CCR  
CRAO A/President,  
MAG Newmarket

***For the Record • The Court Reporters' Association of Ontario***  
*(Articles submitted are not necessarily the view of the CRAO)*





~ Your Questions Answered ~

JM asked:

Hello, I am wondering if any one had this situation before. Counsel is requesting copy of a recording to play in court regarding a request for a court order. Any feedback would be much appreciated.

**CRAO Executive Responses:**

FC responded: I recall a similar issue was dealt with before some time ago. See the link below to the case.

*Ontario Criminal Code Review Board v. Hale*, 1999 CanLII 3805 (ON C.A.)

<http://www.canlii.org/eliisa/highlight.do?text=Simcoe+Court+Reporting&language=en&searchTitle=Search+all+CanLII+Databases&path=/en/on/onca/doc/1999/1999canlii3805/1999canlii3805.html>

LF responded:

Is this instead of ordering a transcript? My understanding is, that if counsel want the actual tape recording played in court, they need a judge's order. They have to bring a motion and my experience is that has only happened when the ordering party has a dispute as to the accuracy of the transcript. If it was up to me to make the decision, emphatically no. Tell them to get a judge's order.

JH responded:

It'll be interesting when it's all digital, because so called, 'stakeholders' are expecting to get duplicated CD's of court proceedings when they want a listen for themselves and if the plan the ministry is intending to implement, CDs will be available to whoever qualifies to produce transcripts. I don't think of the old rules or case law will apply.

~~~~~

JM replied: Thx a bunch for all your help. Counsel requested the recording in addition to the transcript. I must admit the impact of the recording was very powerful, the transcript was accurate but appeared watered down without the drama.

Thx again.

Regards, JM

*Your questions are appreciated. CRAO will endeavour to answer to the best of our capabilities.*

***For the Record • The Court Reporters' Association of Ontario***  
*(Articles submitted are not necessarily the view of the CRAO)*

## ANYONE CAN PUSH A BUTTON

True! Anyone with the capacity to push a button can do just that. Is that what a court reporter does? Just push a button?

You push buttons in elevators. You push buttons to open doors. You push buttons when you want service. You push buttons to turn on/off phones, computers, even to get a can of pop. The list goes on. And we all know the feeling when it doesn't work. Isn't that what a button is supposed to do? Shouldn't it give us something or make something work?

**Is court reporting only about the button? If so, then, yes. If pushing the button is the only thing a court reporter does, then 'anyone can push a button!'**

In my experience as a court reporter, the in-court role is recording a proceeding and knowing what to do when the act of recording goes awry. We can stop the proceeding immediately and let the Court know right away there's a problem. The words are not being recorded. But that's only one thing the court reporter is doing. We are **actively listening**. Who said what? What is the correct spelling? Someone is going to need this information to produce a transcript in the future. Oh, and by the way, just what did he/she say a minute or so ago? "Can Madam Reporter give us a playback?" The reporter who's alert and **actively listening** can find that comment fairly quickly and provide the Court a playback. No need to have it transcribed for another day. The proceeding can continue with the clarification from the Record by the court reporter.

The reporter is **actively listening** because it's vital that the words spoken that day are properly recorded. Did someone trail off at the end of their sentence? Did they turn their head and speak away from the microphone? Why are they standing so far away from the microphone? Come closer, please. Turn off all cell phones, especially in vibration mode. Are they mumbling, rustling paper and for Heaven's sake, who just coughed at the same time he said "Guilty"? It's gone. Somewhere, under the layers of recording, all that's heard is the cough, sneeze or the loud stapler banging on the court clerk's desk!!! QUIET. It's Murphy's Law. "What can go wrong, will go wrong." Reporters know what I'm talking about.

I would like to believe that everyone knows the court reporter's function is so much more than pushing a button. I'd like to believe that everyone knows we're necessary players in the administration of justice and maintaining the confidence of the public. The words spoken in court are crucial to catch at the time.

Unfortunately it makes me wonder when degrading comments are made that it's easy to push a button. Anyone can.

The court reporter is an active listener with the skill and ability to ensure the court proceedings are being recorded properly at the actual time knowing and **anticipating** that at any time a crisis can develop that wipes out the words spoken.

We are the Guardian of the Record. We have a vital responsibility to ensure the accuracy of the transcript. Our worth in the courtroom is a reflection that the public can have confidence in the legal system and in the administration of justice.

We, as court reporters, need to join as one and agree that whether the interchangeable role of recording, steno-masking, steno-writing or voice-writing a proceeding that is then transcribed into the form of a transcript is upheld as a noble profession worthy of respect. As one unified body, we can have an effect to promote this change of confidence in ourselves and in the way others see us.

...continued on page 11

*For the Record • The Court Reporters' Association of Ontario  
(Articles submitted are not necessarily the view of the CRAO)*

## ANYONE CAN PUSH A BUTTON

...continued from page 10

The certification of the transcript begins with ensuring an accurate recording. We aim to be impartial and that begins with the recording being clear. Whatever is said is recorded at the time it's said.

**“Without our impartiality, certified transcripts can have no integrity.”**

This impartial, neutral stance in the production of the transcript is the functionary role of the court reporter. Our skills are based on the foundation of integrity. We are active listeners during the proceedings. All of this **begins** with pushing a button.

Lisa Ruggiero, CCR  
Newsletter Chair CRAO  
MAG Newmarket



### *The Art of Listening*

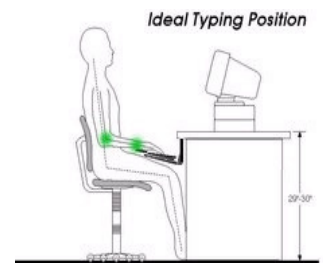
**Passive Listening:** Used when no feedback response is intended or needed, such as when listening to the radio or watching television.

**Active Listening:** Used to actively provide verbal and nonverbal feedback to the speaker about your understanding of what is being communicated.



### Quick Ergonomic Tips

Avoid pounding on your keys; do not exert more force than is necessary.  
Evaluate your posture while you use your computer at home or at work.  
Take short breaks every thirty minutes and move around.  
Make stretching a part of your daily routine before and after using the computer.  
Try and control your mouse with the lightest possible grip.  
Sit upright so your head is above your shoulders. ***Don't slouch forward.***



*For the Record • The Court Reporters' Association of Ontario*  
(Articles submitted are not necessarily the view of the CRAO)



## Certification: The Competitive Edge

Certification is a pretty topical issue, because we all have to admit that there are many, many uncertified reporters out there who have the belief that there is no value to being certified. We do need to figure out a way to turn that around with a list of benefits and to prove there's some bang for the buck in being certified, or becoming a CRAO member. Up until now it's been difficult to convince anyone of how important it is to be certified, but with whatever changes that lay ahead, we have an opportunity right now for us to change that thinking.

Certification is a truly earned and elevated level of open mic court reporting because the CRAO standard of *testing is set at a higher standard than what is required by the Ministry, the norm.*

### That's the competitive edge.

The Ministry provides transcripts to an ordering party produced by *authorized* persons. Clearly, the Ministry recognizes the distinction between the two terms because they don't claim to ever certify anyone. In fact, that's reinforced in all the MAG training, and also in the Form 1 and Form 2 certifications that they only authorize people to type transcripts. And certification is not recognized by MAG, probably for a pretty good reason: *CRAO certification actually gives a person a feeling of higher worth and it empowers people.* Wow. That's a powerful combination and demonstrates a sign of strength.

You can see it right where you work, those of us who are certified are very proud to be, and we all sign everything, all our emails, our memos, our letters, our faxes, our business cards, envelopes, invoices, anything we can to identify ourselves as being certified. You can't get better recognition for quality than that, and at a very little cost to certified reporters that competitive edge comes through loud and clear once again.

Apart from the competitive edge and that feeling of empowerment, another benefit we can't forget is the value judges place on certification. Judges in every level of court most definitely like it when they have a certified court reporter in their courtrooms. Judges recognize certification over authorization, not only because of the implied difference, but because there is also a really tangible difference in quality and they support us.

Problem is ourselves. We don't boast enough about our accomplishment or achievement in being certified. That's our own fault. In most jurisdictions, we mentor people, we train people, we work with people every single day and we say nothing to them to promote the CRAO. A successful example of just getting some dialogue going about certification is Tricia Rudy. She's done a great job in Newmarket to promote the CRAO, so a little talk really does work.

The Ministry has confused everything by saying we must sign Form 1 and Form 2 certifications, and they use that word, but that's contrary to the truth because the Ministry standard only authorizes a person to (a) either produce transcripts, or to (b) run the equipment in court. A certified court reporter is tested and works to a higher standard and can perform both functions. We are not limited or restricted to either A or B categories.

At convention we should all concentrate on talking with members and colleagues from other jurisdictions about building tools and ideas to work with to get some grass root campaigns going back home in their own workplaces to get people thinking about how important CRAO certification will become in the future.



Joanne Hardie, BA, CCR  
Vice President, Court Reporters' Association  
MAG Durham Region

***For the Record • The Court Reporters' Association of Ontario***  
***(Articles submitted are not necessarily the view of the CRAO)***

## CRAO CERTIFICATION CRITERIA

The Certification Examination Program is conducted by the Court Reporters' Association of Ontario and is designed for those candidates using the open-microphone analog and digital methods of reporting.

1. Candidates for certification must attend a workshop prior to sitting for examinations.
2. Examinations may be taken at any time after a workshop attendance, but certification will not be granted until the expiration of six months' reporting experience.
3. The examination consists of three parts. Successful completion of the examination requires percentages as follows:

General knowledge - 90%

Spelling - 90%

Transcription - 95%
4. A candidate who is unsuccessful in any of the three phases may re-write the failed portion(s) after the expiration of three months.
5. A candidate who fails the re-write will not be permitted to sit the examination again until the expiration of six months.
6. Test candidates will be allowed to use materials such as the M.A.G. manual, dictionaries, and spell check for the transcription portion of the test.

*For the Record • The Court Reporters' Association of Ontario*  
*(Articles submitted are not necessarily the view of the CRAO)*

## Why Being Certified Matters

### For the Person Ordering and Paying for the Transcript:

The certified court reporter ensures that the transcript has been prepared to a very high standard for accuracy, format, style, punctuation, and can be relied on as a true and accurate verbatim transcript of the proceedings.

The certified reporter ensures the one producing the transcript is associated with a group of their peers and holds themselves to a high standard of professionalism, and accountability.

The certified reporter ensures the transcript has been prepared according to the latest requirements and in keeping with the current standards of practice.

The certified reporter ensures the fees charged, and the work produced are in keeping with applicable legislation and regulations.



### For the Certified Reporter: Certification is a marketing tool that gives confidence to any potential client that:

The certified reporters' work has been prepared to a very high standard for accuracy, format, style, punctuation, and can be relied on as a true and accurate verbatim transcript of the proceedings.

The certified reporter who prepares the transcript is associated with a group of their peers and is held to a high standard of professionalism, and accountability.

The certified reporter's transcript has been prepared according to the latest requirements and in keeping with the current standards of practice.

The certified reporter's fees charged and the work produced are in keeping with applicable legislation and regulations.



### Thinking of **Selling or Advertising?**

Advertise in the CRAO Newsletter

*For the Record*

**Non-members:** \$25 1/8 page; \$50 1/4 page; \$75 1/2 page; \$100 full page

**Members:** One free 1/8 or 1/4 page advertisement each newsletter. *(Subject to available space.)*

***For the Record • The Court Reporters' Association of Ontario***

*(Articles submitted are not necessarily the view of the CRAO)*



## Watch Your Homonyms

The bandage was **wound** around the **wound**.

The farm was used to **produce produce**.

The dump was so full that it had to **refuse** more **refuse**.

We must **polish** the **Polish** furniture.

There was a **row** among the oarsmen about how to **row**.



They were too **close** to the door to **close** it.

The buck **does** funny things when the **does** are present.

A seamstress and a **sewer** fell down into a **sewer** line.

To help with planting, the farmer taught his **sow** to **sow**.



He could **lead** if he would get the **lead** out.

The soldier decided to **desert** his dessert in the **desert**.

Since there is no time like the **present**, he thought it was time to **present** the **present**.

A **bass** was painted on the head of the **bass** drum.

When shot at, the **dove dove** into the bushes.

I did not **object** to the **object**.

The insurance was **invalid** for the **invalid**.

The **wind** was too strong to **wind** the sail.

Upon seeing the **tear** in the painting I shed a **tear**.

I had to **subject** the **subject** to a series of tests.

How can I **intimate** this to my most **intimate** friend?

**There is a two-letter word that perhaps has more meanings than any other two-letter word, and that is 'UP'.**

It's easy to understand **UP**, meaning toward the sky or at the top of the list, but when we awaken in the morning, why do we wake **UP**? At a meeting, why does a topic come **UP**? Why do we speak **UP** and why are the officers **UP** for election and why is it **UP** to the secretary to write **UP** a report? We call **UP** our friends. And we use it to brighten **UP** a room, polish **UP** the silver; we warm **UP** the leftovers and clean **UP** the kitchen. We lock **UP** the house and some guys fix **UP** the old car. At other times the little word has real special meaning. People stir **UP** trouble, line **UP** for tickets, work **UP** an appetite, and think **UP** excuses. To be dressed is one thing, but to be dressed **UP** is special. And this **UP** is confusing: A drain must be opened **UP** because it is stopped **UP**. We open **UP** a store in the morning but we close it **UP** at night. We seem to be pretty mixed **UP** about **UP**! To be knowledgeable about the proper uses of **UP**, look the word **UP** in the dictionary. In a desk-sized dictionary, it takes **UP** almost 1/4th of the page and can add **UP** to about thirty definitions. If you are **UP** to it, you might try building **UP** a list of the many ways **UP** is used. It will take **UP** a lot of your time but if you don't give **UP**, you may wind **UP** with a hundred or more. When it threatens to rain, we say it is clouding **UP**. When the sun comes out we say it is clearing **UP**! When it rains, it wets the earth and often messes things **UP**. When it doesn't rain for awhile, things dry **UP**. One could go on and on, but I'll wrap it **UP**, for now my time is **UP**, so.....it is time to shut **UP**!

Oh . . . one more thing:

What is the first thing you do in the morning & the last thing you do at night? **U-P!**

*For the Record • The Court Reporters' Association of Ontario  
(Articles submitted are not necessarily the view of the CRAO)*

**Court Reporters' Association of Ontario**  
**2010/2011 APPLICATION FOR MEMBERSHIP (Renewable on Sept 30, 2011)**

GENERAL MEMBER: **\$85.00**

ASSOCIATE MEMBER: **\$50.00**

**1. GENERAL INFORMATION**

(Please Print)

☐ Mr./Miss/Ms/Mrs. \_\_\_\_\_  
(Last Name) (First Name) (Initial)

☐ Home Address: \_\_\_\_\_ ☐ Court or Business Name: \_\_\_\_\_  
\_\_\_\_\_ ☐ Business Address \_\_\_\_\_

☐ City: \_\_\_\_\_ ☐ City \_\_\_\_\_

☐ Province: \_\_\_\_\_ ☐ P.C.: \_\_\_\_\_ ☐ Province: \_\_\_\_\_ ☐ P.C.: \_\_\_\_\_

Phone: \_\_\_\_\_ ☐ FAX \_\_\_\_\_ ☐ Phone: \_\_\_\_\_ ☐ FAX \_\_\_\_\_

☐ E-Mail: \_\_\_\_\_ ☐ E-Mail: \_\_\_\_\_

Business website: \_\_\_\_\_ Business website: \_\_\_\_\_

☐ I authorize CRAO to include the checked off details in the ☐ Private Directory (No fee) and/or  
☐ Public Directory at an annual fee of **\$25.00** at [www.crao.ca](http://www.crao.ca)

**LANGUAGE:** ☐ English ☐ French ☐ Bilingual

**2. MEMBERSHIP STATUS**

☐ New ☐ Renewal ☐ Lapsed

**3. METHOD OF REPORTING**

☐ Open-Microphone (Analog Tapes) ☐ Stenomask ☐ Stenotype ☐ Shorthand  
☐ Open-Microphone (Digital) ☐ (CAT) Voice Recognition ☐ (CAT) Stenotype

**4. CERTIFICATION**

Certification Designation Date (year) \_\_\_\_\_ Commenced Reporting (year): \_\_\_\_\_

Certification Designation: ☐ CCR ☐ CM ☐ CRR ☐ CVR ☐ CSR ☐ RPR ☐ CLR

Certifying Body: ☐ CRAO ☐ NVRA ☐ CSRAO ☐ Other \_\_\_\_\_

**5. STATUS OF EMPLOYMENT**

☐ MAG ☐ Contract ☐ 1000 or ☐ 1500 ☐ Unclassified Private - Name of Firm: \_\_\_\_\_

☐ Life Member Due to: ☐ Retired ☐ Contract ☐ Past Pres. ☐ Retired & past 5-year Member

☐ P.O.A. ☐ Superior Court ☐ Small Claims Court ☐ Ontario Court ☐ Official Examiner

Other Unified Family ☐ All

**6. MEMBERSHIP CLASSIFICATION**

Persons applying for membership in the Court Reporters' Association of Ontario must meet at least one of the qualifications listed below for either General Member or Associate Member. **Continued Certification with the Association is contingent on maintaining current membership.**

**GENERAL MEMBER** – I hereby apply for General Membership in CRAO. I am a \*practising reporter in Ontario Province. My cheque for **\$85.00** is enclosed.

**GENERAL MEMBER Plus Listing**– I hereby apply for General Membership (\$85.00 ) and a listing in the Public Directory (\$25.00) at [www.crao.ca](http://www.crao.ca). I am a \*practising reporter in Ontario Province. My cheque for **\$110.00** is enclosed.

**ASSOCIATE MEMBER** – I hereby apply for Associate Membership in CRAO. I am not a \*practising reporter and I have attached a letter explaining my interest in CRAO. I understand that Associate Members cannot be tested or certified by the Association. Associate Members may upgrade to General Members at any time. Previously certified reporters who are not currently active in reporting may keep their certification current by maintaining Associate Membership. My cheque for **\$50.00** is enclosed.

\* A practising reporter is one who is remunerated for the service they provide, either as an independent reporter or working in a government employed position.

Please make cheque payable to: **Court Reporters' Association of Ontario ("CRAO" acronym not accepted at bank)**

Applicant's Signature : \_\_\_\_\_ Date: \_\_\_\_\_

**Please send completed Form and Dues to: C1060 Concession 14, R.R.#2 Cannington, Ont L0E 1E0**

E-Mail [admin@crao.ca](mailto:admin@crao.ca)

**FOR CRAO USE ONLY**

|                    |                     |      |                       |
|--------------------|---------------------|------|-----------------------|
| Dues Received: \$  | Receipt Issued: Yes | No   | Receipt Number: _____ |
| Method of Payment: | Cheque # _____      | Cash | Date Received: _____  |