

9:00 – 10:30a

### TERMINATE TRANSCRIPT TURMOIL

What if a small change in HOW you edit could result in better realtime in only two weeks? This means much shorter editing time to crank out a transcript! We're going to spin you 180 degrees from how you do things now and show you just how much time and energy you are going to save. (.15 CEUs)

10:30 – 11:00 Break

11:00 – 12:00p

### Up Down Over and Out Theory

Learning this theory resolves all word boundary issues with words beginning or ending with after, all, around, down, ever, off, on, out, over, under and up. This includes a workbook and DJ file in the hands-on workshop. (.1 CEU)

12:00 – 1:30p Lunch

1:30 – 3:00p

### You Don't Know What You Don't Know - Tech Requirements 101

You have likely heard the quote "writing is the easy part" when it comes to captioning. During this session, you will learn what are the "must-haves" to be a captioner. Learn how to avoid miscommunication with clients by knowing what questions to ask before accepting an assignment. Topics covered will include tech gadgets, non-CAT software, FAQs. Bring your questions! (.15 CEUs)

3:00 – 3:30p Break

3:30 – 5:00p

### Say Yes to CART and Captioning

Transcripts... perhaps you despise them, and they're the burnout factor of your passion. With captioning, once the job is done, you're done. Learn some history about captioning as well as what opportunities are available to you outside the courtroom. (.15 CEUs)

Sat. Dinner with Jen & Anissa

6:30p

## Owyhee Tavern Rooftop Penthouse

1109 Main Street

Boise, ID 83702

- Meal with appetizers and cash bar
- Boursin Chicken or Grilled Salmon with mango salsa
- Cost: \$35

## Sunday

9:00 – 10:30a

### Working from your Ma'am Cave/Man Cave -- Tech Edition

If you are going to work from home, make it a space you are happy to spend hours each day. This session will specifically focus on remote captioning, both CART and broadcast. There is so much more to know than just how to connect. Learn how to be a well-rounded captioner so you can accept any and all jobs and increase your income potential. (.15 CEUs)

10:30 – 11:00a Break

11:00 – 12:00p

**Dictionary Jumpstart Hands-on Workshop**

Working with Dictionary Jumpstart on YOUR computer, we'll add words to your dictionary at a rate of up to 1,000 words per hour! We'll input boundary words using the Up Down Over and Out Theory so that you'll look like a realtime rock star! (PDCs)

12:00 – 1:30p Lunch

1:30 – 2:30p

**Dictionary Jumpstart Hands-On Workshop Continued**

Why is dictionary building important? What do you need in your dictionary that you don't have now? Confidence stems from a well-developed dictionary that you know like the back of your own hand! (PDCs)

2:30 – 3:00p Break

3:00 – 4:30p

**Captioning Out on the Town - Tech Edition**

Looking for some adult conversation? Let's pack up your equipment and head out to a job site! In this session, you will learn what you need to put in your travel kit to make you look like a pro! Great audio = great captions. Learn what you need to know about audio connections as well as visual display. (.15 CEUs)

4:30 – 5:00p Wrap-Up and Q&A

