

What is different about the Realtime Certified Reporter (RCR) online testing program in 2021?

- The RCR online was redesigned under a testing program called *CertifyNow*.
- Tests are now appointment-based and scheduled with available test proctors throughout the year.
- Testing is available to non-members.
- The dictation is now straight 200 words per minute.

What is the process for registering?

- Log on to <https://www.nyscra.org/upcoming-tests>; complete the online registration form.

What are the next steps after registering?

- A confirmation email is sent followed by a link with instructions to download, sign, and upload NYSCRA's Honor Pledge Acknowledgement.
- **A confirmation email is sent that will include a link to the NYSCRA's Honor Pledge Acknowledgement form. You will need to download, complete, and return the form to continue with the registration process.**

What is the pricing structure?

- \$150 for members; \$250 for non-members
- Retest a second time in your base year under NYSCRA's new *Retake My Test* policy: \$120 for members; \$220 for non-members.
- Retest a third and successive time in base year: \$95 for members; \$195 for non-members.
- The **base year** begins with the first exam in a 12-month period.

What technical specifications are needed for online testing?

- Reliable internet connection and web cam; speed sufficient to upload PDF test file.
- Knowledge of formatting your test file to PDF and uploading to a secure repository.
- Knowledge of the Zoom platform: how to join a meeting and screen-share.

What are the test specifications?

- Two exams at 200 wpm: five minutes of deposition testimony and five minutes of court testimony.
- Pass only one test to attain RCR certification.
- Two-minute warm-up precedes the two tests.
- Three-voice format: questioning attorney, witness, and objecting/interrupting attorney. The third voice in the deposition is the objecting attorney; the third voice in the court dictation is the court.

What is the cancellation policy?

- No refunds are given; instead, credit is posted to your account to reschedule within your base year.
- Rescheduling is possible for a \$35 fee; you must sign up for new date within the same calendar quarter.

What if I am unprepared at the time of my scheduled test?

- The technical aspects of preparing to test are the responsibility of the test-taker.
- Proctors do not provide technical instructions on any platform or CAT software.

What are some of the translation file requirements?

- Writing in all caps are optional.
- Double-spacing is mandatory.
- One translation file and one job dictionary are submitted: warm-up, deposition test & court test.
- Word lists and speaker name identifications are provided.
- Both tests are automatically graded; only one passing grade is required to become certified.
- 40 errors maximum are allowed for passing grade.
- No points are lost using the “BY” line following colloquy.

What are the prerequisites to take the 2021 RCR?

- Non-members may take the RCR but need to become NYSCRA members in good standing to use credentials and receive their certificate if passed.
- Must be a graduate of a court reporting school or RPR or state CSR or court official or three years’ work experience.

How do I maintain my RCR credential?

- No CEU credits are required.
- NYSCRA credentials are *evergreen* and remain valid with NYSCRA membership in good standing.

How long does it take to receive my test results?

- Tests are graded by proctors within three days and confirmed with a member of the testing committee.
- Test results are emailed within two weeks.

What will I receive if I fail the test?

- An email including *Retake My Test* policy with instructions to order a review of your test paper, if you choose.

If I have already passed the RCR at a lower speed, what can I do to get the 2021 RCR credential?

- You are eligible to retake the 2021 RCR test at a discounted rate of \$50.
- Please contact NYSCRA@bowermanagementservices.com to take advantage of this offer.

What benchmarks do I need to feel ready to take the RCR test?

- Being able to write Q&A dictation at 200 words per minute with near perfect translation (98-99%) that includes Q&A symbols and required punctuation if called for.
- To achieve this benchmark, you may need to begin a regimen of speed-building and accuracy.

Where can I get information about starting a regimen of speed-building and better accuracy?

- Go to NYSCRA.org/Exams to find a 4-week speed-building and accuracy program called *Demystifying the Test-Taking Process*.