# Computer Shorthand: Speed Building and Realtime Transcription (Paperback)

By Carolee Freer

Pearson Education (US), United States, 1995. Paperback. Book Condition: New. 3rd Revised edition. 274 x 208 mm. Language: English . Brand New Book. For Court Reporting Shorthand Courses in Speedbuilding classes ranging from 100-160 wpm, or from 140-200 wpm. * Designed to be adapted to any machine shorthand theory, this universal workbook helps court reporting students develop speed, accuracy, and writing fluency. It will prepare them for the Certified Shorthand Reporter s Examination and the National Shorthand Reporter s Examination. The workbook s extensive drills and exercises help them become proficient machine shorthand writers who can take dictation accurately at a high rate of speed and who can transcribe efficiently either at the typewriter or on the computer. * The workbook is divided into fifty lessons covering Latin and French legal vocabulary, Congressional Record Material, Multiple-Voice Testimony, Jury Charge, and Special Tips for the Court Reporter.

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