

QUICK FACTS: **TVCC COURT REPORTING**

FALL REGISTRATION BEGINS NOW!

Court reporting encompasses four career options - official court reporter, freelance court reporter, closed captioner, and communication access real-time translation (CART) provider. It is a fantastic career with amazing earning potential and flexibility.

Program Information:

The program at Trinity Valley Community College is a 772-hour cohort program that includes SIX individual, 11-week modules that are each composed of submodules. For example, Module 1 consists of submodules 1.1, 1.2, and 1.3.

- The program utilizes Mark Kislingbury's theory and curriculum, which is known among the profession for its short writing method.
- Curriculum courses include theory, speed building, computer-aided transcript (CAT) software, medical terminology, English vocabulary, and punctuation.
- Contact TVCC Adult and Continuing Education at conted@tvcc.edu or 903.675.6212 for program advisement and online registration.
- Federal financial aid and pre-approved payment plans are available for the court reporting program.

Program Costs:

TVCC TUITION PER MODULE	\$1900 per individual module
TVCC INTERNET FEE PER MODULE	\$40 per individual module
BOOKS:	\$400
CAT SOFTWARE	\$100 average per month
MACHINE RENTAL:	\$55 average per month

Needed to Start Program:

1. Windows-based laptop computer with the following minimum specifications:
 - processor speed of 2GHz or higher; (an Intel i3, i5, i7 or AMD equivalent is recommended.)
 - 40 GB hard drive with at least 20 GB of free space; (an 80 GB hard drive is recommended.)
2. Realtime ready steno machine with wide asterisk and wide -DZ keys; (can be student or professional model.)
3. Mark Kislingbury's Magnum Steno: Beginning Theory Book.

Machine Rental Options:

- Stenograph: www.stenograph.com/Student-Writer-Packages
- ProCAT: www.procat.com/Student-Blaze-Writer
- Steno Works: www.stenoworks.com
- Acculaw: www.acculaw.com



TRINITY VALLEY COMMUNITY COLLEGE
CONTINUING EDUCATION

903-675-6212 conted@tvcc.edu www.tvcc.edu/continuing-education

COURT REPORTING PROGRAM INSTRUCTORS



Melanie Forbes attended Court Reporting Institute of Dallas after graduating from Brownsboro High School in 1985. She spent the first six years of her career working as a freelance reporter in the DFW Metroplex. She moved back to Henderson County in 1995 and became the first official reporter for the newly-formed 392nd District Court where she has been employed ever since. She has served on the Board of Directors for the Texas Court Reporters Association as well as many committees in the past 15 years. She is currently the president of the Court Reporters Association of East Texas and a member of the National Court Reporters Association. In 2021, Forbes was inducted into the Texas Court Reporter Association (TCRA) Hall of Fame. She is married and has four children and eight grandchildren. She is an active member of First Baptist Church of Athens.



Judy Gamm grew up in Wisconsin and attended the University of Wisconsin Milwaukee, majoring in business. She then attended Concordia University where she majored in court reporting. She spent the first two years of her court reporting career working in Federal Court. She then got married, moved to Texas, and soon had her second child and decided to be a stay-at-home mother. The year before her third and youngest child started kindergarten, she decided to put her court reporting skills to use again and started a medical transcription business, which she did for the next few years, using her court reporting skills. Missing the challenges and excitement of court reporting, she wanted to get back to that industry and took the Texas CSR test in January of 2012. After passing that test and becoming certified in Texas, she began freelance work, eventually getting a job as an official court reporter for the County Court at Law Number 2 in Henderson County in April of 2017, where she has been ever since.



Cindy Hinds began her stenography career as a student in the Court Reporting Institute of Dallas. In 1996 she was offered a job at the The National Captioning Institute. She was made a full-time broadcast captioner, qualified to caption any service the company provided. After ten years, she started at VITAC working as a remote broadcast captioner for five years. Looking for more challenges she took the big step of quitting and going on her own as an independent contractor. As an independent, she has learned much more about the business. Cindy has also volunteered and served on committees for both the National Court Reporters Associations and the Texas Court Reporters Association. She currently holds the national Registered Professional Reporter and the Certified Realtime Captioner certifications from NCRA and her Texas CSR. In her personal time, Cindy loves spending time with her teenage daughter, volunteering for the church youth group, and reading in her breakroom (her backyard hammock) with her co-worker, Bella the dog!



Beth Woods began attending the Court Reporting Institute of Dallas in the fall of 2001 after graduating high school and taking a couple semesters of college. She worked as a freelance reporter for a short time after passing her certification exam in 2004. After having her daughter in 2005, she then accepted a job closer to home in Henderson County as the official reporter for County Court at Law No. 2, where she found her love for working in the courtroom and worked for the next nine years. In 2015 Beth was offered and accepted a job in Kaufman County for the 86th District Court, where she still works today. She is a member of the Texas Court Reporters Association and has served on committees for them. Beth is married and has three teenage kids.