

Ideas for School Visits

- Use any materials contained on this website, or NCRA's website, you feel would be best suited for the age of the students and the number of students in the particular group.
- If the school has a VCR and monitor you can use, NCRA has a nine-minute recruitment videotape entitled *A Window on the Word* which you can purchase for \$10 or a DVD for \$15. There is also a CD available entitled *Spotlight on Court Reporting and Captioning* for \$5.95.
- NCRA has two brochures entitled *Careers in Reporting and Broadcast Captioning* and *Realtime Reporting and Broadcast Captioning As a Career*. Reporting is I.T. that are free of charge (up to 100 copies per calendar year).
- If you are at a booth or table during a career day fair, put freebies on your table (bubble gum or tootsie rolls are cheap). Freebies will bring them to your table.
- Print the candy-wrapper document. Cut the steno note messages on each side of the message and leaving enough space at the top and bottom of the message to wrap around a fun-sized or snack-sized Payday or Butterfinger candy bar. Secure the message with scotch tape. The messages "Court reporters cannot have butter fingers" and "Court reporters love pay days" are sure to get the students' attention!
- Have an outline of what you are going to say so that you do not forget anything.
 - Introduce yourself.
 - Describe your job title and where you work.
 - Describe your duties at work. Share with them some stories.
 - Describe your schooling for reporting.
 - Describe the main areas of court reporting (official, freelance, CART, captioning)
 - Know where the schools are located. Pass out business cards for those who are interested.

Other ideas

Write their names in steno and give to them (great for the younger students)
Produce realtime so they can see their conversations on the screen.