



Legal Terminology for Transcription and Court Reporting

Cathy J. Okrent

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Students studying legal transcription, court reporting and legal terminology will find this book to be a "must have" for professional learning. The book transforms the student into someone who is proficient in the language of law as a listener and speaker with judges, attorneys, witnesses, jurors and the parties in court. The complete understanding and usages of legal terms, as well as the related English grammar, punctuation, proofreading, and transcript production issues that contribute to an accurate record are the keys for all aspiring court reporters and transcriptionists. Mastering legal terminology and the correct English skills are keys to advancing and this book makes it fast and enjoyable with written exercises as well as audio transcription exercises on an accompanying CD-ROM.

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