

**CERTIFICATE:
COURT REPORTING - LEVEL II
(Suggested Occupational Plan)**

		Lec.	Lab	Sem. Hrs.	Clock Hours
FIRST SEMESTER					
CRTR 1304.	Machine Shorthand I.....	2	4	3	96
CRTR 1308.	Realtime Court Reporting I.....	2	4	3	96
SECOND SEMESTER					
CRTR 1207.	Machine Shorthand Speedbuilding	1	4	2	80
CRTR 1210.	Realtime Court Reporting II.....	1	4	2	80
CRTR 2215.	Court Reporting and Office Procedures.....	2	1	2	48
THIRD SEMESTER					
CRTR 1257.	Literary/Jury Charge Dictation I	1	4	2	80
CRTR 2218.	Testimony Dictation I	1	4	2	80
CRTR 2301.	Intermediate Machine Shorthand.....	2	4	3	96
CRTR 2310.	Realtime Court Reporting III	2	4	3	96
FOURTH SEMESTER					
CRTR 2303.	Advanced Machine Shorthand	2	4	3	96
CRTR 2337.	Realtime Court Reporting IV	2	4	3	96
CRTR 2319.	Testimony Dictation II	2	4	3	96
CRTR 1359.	Literary/Jury Charge Dictation II	2	4	3	96
FIFTH SEMESTER					
CRTR 2259.	Courtroom Procedures	2	1	2	48
CRTR 2435.	Accelerated Machine Shorthand	3	4	4	112
CRTR 2331.	Certified Shorthand Reporter (CSR) and Registered Professional Reporter (RPR).....	2	4	3	96
CRTR 2186.	Internship-Court Reporting/ Court Reporter (Capstone).....	0	6	1	96
CRTR 1191.	Special Topics in Court Reporting/ Court Reporter.....	1	0	1	16
	Total Semester Hours for Certificate			45	