Question: What are we testing for on the CCRR?

Answer: Entry-level realtime competency.

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Below are examples of the types of test elements you can expect in a CCRR exam:

Punctuation challenges
Common proper names
Word boundaries
Prefixes and suffixes
Numbers
Alphabets
Special characters – hyphen, decimal point, slash

>Punctuation Challenges (questions ending with a period or answers ending with a question mark)

>Common Proper Names (Smith, Wilson, Ward, Matt, Bart)

>Conflicts (one/won, two/too, meat/meet/mete)

>Word Boundaries
Sometimes a word must be separated into two words or two words must be joined to form one word in order to translate correctly.   You must develop a stroke to insert a hard space or provide a "buffer" between the steno strokes and a stroke to delete a space in order to join two words to form a different word.

Example: "Try angles that are new and different" will likely translate as "triangles," so you need to create a stroke that will insert a hard space between the syllables so that it translates correctly.

Example: "As marine life decreases" will like translate as "asthma reason life decreases." Create a stroke that will insert a hard space between the syllables so that it translates correctly

Example: "Hardscape" will likely translate as "hard scape." Create a stroke that will join the words together so that it translates correctly.

>Prefixes and Suffixes
You must develop a way to write prefixes that attach to what follows them and a way to write suffixes that attach to what precedes them. This way you can correctly write words that are not in your dictionary and avoid word boundary issues.

Example: "I would like to see a preview." Prefix "pre~"
Example: "He was always very friendly." Suffix "~ly"

The "able" in "desirable" needs to be written differently from the word "able," and the "ability" in "capability" needs to be written differently from the word "ability." Those suffixes should also be written differently from "ible" and "ibility" so that you can correctly write words that are not in your dictionary.

The "re" at the beginning of "refinery" needs to be written differently from the "ry" at the end.

 The "ment" in "concealment" needs to be written differently from the word "meant."

The "al" in "supplemental" or "detrimental" needs to be written differently from the name Al.

Many words can be both a suffix AND a prefix, so you must develop a way to write them differently.

Example: "Did the vehicle overturn in the crash?" Prefix "~over"
Example: "Has your company experienced a large turnover rate?" Suffix "~over"

>Letter Challenges
You must be able to stitch letters together with a hyphen when a word is being spelled (S-M-I-T-H). You must be able to join a series of letters together for acronyms (TV BMW).

>Number Challenges
You must be able to accurately write the following:

Ordinals (7th, 23rd, 1st, 2nd)

Numbers with and without decimal points (265 versus 26.5)

Numbers with and without commas (2,389,250 versus ZIP codes or Bates numbers)

A dollar sign preceding a number ($600 or $600.00)

Special characters (dollar sign, comma, decimal point, slash, hyphen)

You must have a way to write dates differently, depending on how they are said (June 23, 1970 or 6/23/70). Develop a stroke for a slash and define it to attach both to what precedes it and what follows it.

>The Hyphen
You must develop a stroke for the hyphen that will attach it to what precedes it and a different

stroke that will attach it to what follows it. This way you do not have to define every possible situation in your dictionary.

Example: "I need a twenty-four-foot space in front of the door."

Example: "This is a well-worn suit."

Example: "Two- or three-month period."

>The Decimal

You must develop a stroke that will allow you to write a decimal at the beginning of a set of numbers.

Example: .5 milligrams. You need a stroke that will eliminate the space after decimal without attaching the decimal to what precedes it.

You must develop a *different* stroke that will allow you attach both what precedes and what follows the decimal.

Example: 1.5 milligrams.