

CSR Written Exam Memo for Examinees

Exam Date/Location:

Date: Saturday, September 11th, 2010
Room: Meeting Level One; Classroom 105
Time: Registration 1:45pm
Instructions 2:00pm
Exam 2:15pm

Location: AT&T Executive Education & Conference Center
The University of Texas at Austin
1900 University Avenue, Austin, TX 78705

Directions: <http://www.meetatexas.com/driving-directions.html>

Website: <http://www.meetatexas.com/>

Please be aware that there is a UT football game at 6:00pm on exam day so parking may be limited. Any additional information regarding parking will be available on our website prior to the exam.

IDENTIFICATION for admission to the Written Exam:

*To register, each examinee will need an official government-issued identification card bearing a recent photograph and signature (driver's license, passport, or state-issued ID.)

*The identification card must not be expired.

*If you do not have acceptable identification, you will not be admitted into the exam.

Written Exam Information:

The written exam will consist of 55 multiple choice questions, with the following categories: grammar and punctuation, spelling and vocabulary (general and medical), Texas Court Procedure (Civil and Criminal) and general legal.

*The allotted time for the exam will be 1 (one) hour.

*This is a closed book exam.

*Do not bring study materials into the testing room.

*The use of a dictionary is not permitted during the written exam.

*Anyone discovered cheating will be disqualified and will not be eligible for retesting for a period of two years.

<http://www.crcb.state.tx.us/statute.asp#52.023>

* Cell phones are to be turned off and placed with the rest of your belongings at the front of the exam room.

Reference Materials:

Materials recommended for study in preparation for the written portion of the examination include, but are not necessarily limited to:

Merriam Webster's Dictionary, 11th Edition

Dr. Grammar: <http://www.drgrammar.org/>

Morson's English Guide for Court Reporters, 2nd Edition

NCRA's Punctuation for Shorthand Reporters

Dorland's Illustrated Medical Dictionary, 27th Edition

6,600 Soundalikes, Look-Alikes, Mary Louise Gilman

Click on: <http://www.crcb.state.tx.us>

Rules and Policies

- Chapter 52 Government Code
- Code of Professional Conduct
- Conditions That May Negatively Affect Certification
- Continuing Education Rules
- Penalty Matrix
- Standards & Rules Promulgated by the Supreme Court of Texas
- TX Rules of Appellate Procedure
- TX Rules of Civil Procedure
- Uniform Format Manual (UFM)
- Electronic Signature Policy
- Reasonable Disclosure Policy
- Reinstatement Policy
- Student Default Loan Policy

***We strive to follow the schedule posted above; however, be advised that times are subject to change.

***Friends and family are not permitted in the room or past the registration desk. They may quietly wait in the lobby.