

What Does A Voice Writer Do, And What Do You Need To Be Successful As A Voice Writer?

Voice writers have a critical role in legal proceedings. They are trained to master the skills needed to take down the spoken word using Dragon and a stenomask, and they convert it to realtime text by using a CAT (computer-aided transcription) program. From this, they produce a verbatim transcript of the proceedings.

Once they've completed their training and passed a certification exam, they are ready to go into one of the many positions available for voice writers. They can choose to work as a court reporter in an official courtroom or as a freelancer in depositions, as a captioner providing translation services for broadcast captioning on nationally-televised channels, or as a CART (Communication Access Realtime Translation) provider in colleges, seminars, and positions in which translation services are needed for those who are deaf or hard of hearing.

With the right training, the stenomask allows the voice writer to avoid being heard during the proceedings, as they're voice writing at speeds up to 225 words or more per minute. The stenomask is designed to help filter out other sounds in order to capture only the voice writer's speech, but it takes training to master the skills needed when using the mask, Dragon, and the CAT program in order to produce a word-for-word transcript of depositions, trials, and other legal proceedings. The transcript the voice writer produces is the official record of the proceedings that judges and attorneys need in the legal field.

Many people want to know how is voice writing different from a stenographer. The only difference is the method used to take down the proceedings and the potential time needed to become certified in the field. Both methods produce a verbatim transcript of the proceedings. Voice writing allows people to enter the field as a certified reporter in about a year or less, compared to the years necessary to become a stenographer.

Currently, voice writers are in high demand, as the court reporting industry has a shortage of reporters. The median income for court reporters across the country is in the 60,000-dollar range per year (based on the [U.S. Bureau of Labor Statistics](#)). If you complete training and pass your certification exam, you're virtually guaranteed to get a job due to the court reporter shortage across the country.

The basic duties of a court reporter include the following:

- Taking down the spoken word via a stenomask
- Producing verbatim transcripts when required
- Reporting gestures or actions that take place in the proceedings
- Reading back portions of the transcript when requested during the proceedings
- Asking people to clarify if their statement is inaudible
- Researching terms and spellings of names and technical terminology for the transcript
- Having certain responsibilities in terms of exhibits used in the proceedings
- Maintaining records of their work product for a specified time
- Delivering verbatim transcripts to the parties involved in the proceedings
- Providing realtime transcription to the attorneys or judge if requested (and if the reporter has honed their skill enough to become a true realtime writer)

There are two types of court reporters, freelancers and officials. Officials work in the courtroom. Freelancers take down depositions. They both provide verbatim transcripts, but one is an employee and the other owns their own business. This means there is a lot of options available to those who want to become court reporters in terms of how they work, when they work, etc. And they also have the option of working in the CART or captioning field, so this is an industry that allows you to have many different opportunities.

In order to be successful as a voice writer, you have to be willing to put in the time needed to train correctly. You have to be willing to invest in yourself and in equipment to do the job. The job requires grammar and punctuation for each transcript, and you will read many, many pages of transcripts in this industry. You have to be organized and have the ability to juggle different jobs and deadlines because this is a deadline-driven industry. It takes someone who is willing to work hard for a great return on their investment.

If you are willing to invest in yourself and a new career, Academy of Voice Writing can help you achieve your goal. We provide all the training necessary to be a successful voice writer and court reporter. Our training covers how to setup and use your equipment correctly, how to use EclipseVox and Dragon and get the most out of both of them, how to produce a professional verbatim transcript, and all the information needed to know how to handle the many scenarios you may find yourself in when in a courtroom or deposition. We even provide training and guidance in preparing and taking your certification exam and information on applying and interviewing for court reporting positions. We believe you need as much information as possible to be confident and successful in your new career, so we've created a training program that exceeds the basics and allows you to thrive and prosper as a court reporter.

To see if Academy of Voice Writing is the right fit for you and whether court reporting would be the right field for you, take our self-test to find out by [clicking here](#).