



Know the Differences



You may have received suggestions to modify your deposition notices to allow transcriptions to be taken solely by audio or video means. Often referred to as *digital reporting*, it is sometimes touted as the latest advancement in technology.

Here are some important differences you need to know before modifying your notices:

Steno vs. Digital

STENOGRAPHER

- ✓ Two to four years of training, including all aspects of legal procedures; medical, legal, and technical terminology; confidentiality of sensitive information; ethics; and more. Rigorous testing of knowledge and skills.

- ✓ Offers speech-to-text precision in real time, using the latest and most advanced technology to provide readable text immediately. The realtime file may be securely streamed, allowing parties to attend remotely or to provide access for hearing-impaired participants.
- ✓ Creates simultaneous multiple backups of the translated realtime file and a digital audio file, including secure backup to the cloud.
- ✓ Provides instantaneous readbacks, rough drafts, and expedited transcripts.

- ✓ Maintains custody and control of all media and hard-copy documents and is responsible for the preparation of your transcript from start to finish.

BOTTOM LINE

- ✓ Only a stenographer has the technology, skill, and knowledge to protect your record from the moment testimony is given to the delivery of the final transcript.

DIGITAL OPERATOR

- ✓ Training lasts a few days to a few weeks. Little emphasis, if any, on legal procedures. Drawn from *the itinerant workforce*.

- ✓ Operates an audio recording device and makes notations for speaker identification and key words. Your only record is an audio file, which can be disastrous for your case if equipment malfunctions or fails.
- ✓ No ability to offer simultaneous realtime or instant rough drafts. Testimony playback may be possible, depending on the quality of the operator's notes.
- ✓ No responsibility for transcript preparation or the security of documents and information disclosed during the proceedings. **Their involvement stops here.**

TRANSCRIPTIONIST

- ✓ Transcripts are produced by one or more transcriptionists located anywhere in the world, with limited or non-existent oversight or accountability and often with a lack of security in place to prevent hacking or manipulation of files. One vendor boasts of *a team of thousands of freelancers in more than 20 countries*.



✓ **MAKE SURE
YOUR NOTICE
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