

9/16/2022 DATE

REQUIRED COURSE
 ELECTIVE COURSE

Business DIVISION
 NEW COURSE
 REVISION

Lake Land College

Course Information Form

COURSE NUMBER: CRT-090		TITLE: (30 Characters Max) CSR Exam Preparation	
SEM CR HRS:	3	Lecture:	3
Course Level:	<input type="checkbox"/> Gen Ed / IAI <input type="checkbox"/> Baccalaureate /Non-IAI	<input checked="" type="checkbox"/> Career/Technical <input type="checkbox"/> Dev Ed/ Not in Degree Audit	Lab: 0 Clinical Practicum: 0 SOE/ Internship: 0 SOE ECH: 0 ECH: 3
COURSE PCS #	12		IAI Code
Repeatable (Y/N):	Y	Pass/Fail (Y/N):	N
		Variable Credit (Y/N):	N
		Min:	Max:
		16 Wks	150
		8 wks	300
Prerequisites:			
Catalog Description: (40 Word Limit) Preparation for Illinois CSR exam. Speedbuilding at 180-225 wpm on literary, jury charge, and Q&A material. Preparation for Written Knowledge Portion of CSR by reviewing grammar, vocabulary, technology. Practice on past CSR exams and RealTime Coach.			

List the Major Course Segments (Units)	Contact Lecture Hours	Contact Lab Hours	Clinical Practicum	Non-Clinical Internship/ SOE
Speedbuilding	20			
Written Knowledge	15			
Technology	10			
TOTAL	45	0	0	0

EVALUATION			
QUIZZES <input checked="" type="checkbox"/>	EXAMS <input checked="" type="checkbox"/>	ORAL PRES <input type="checkbox"/>	PAPERS <input type="checkbox"/>
LAB WORK <input type="checkbox"/>	PROJECTS <input type="checkbox"/>	COMP FINAL <input type="checkbox"/>	OTHER <input checked="" type="checkbox"/>

COURSE MATERIALS	
TITLE:	The Official RPR Study Guide
AUTHOR:	NCRA
PUBLISHER:	
VOLUME/EDITION/URL:	
COPYRIGHT DATE:	2015

MAJOR COURSE SEGMENT	HOURS	LEARNING OUTCOMES
		<i>The student will be able to:</i>
Speedbuilding	20	1. Write unfamiliar dictated material without hesitation. 2. Write complex theory principles fluently. 3. Maintain concentration for longer periods of time.
Written Knowledge	15	1. Differentiate between commonly misspelled words. 2. Understand definitions of common sound-alike words. 3. Understand a basic legal/medical vocabulary and know correct spellings for same. 4. Demonstrate general understanding of NCRA Code of Ethics.
Technology	10	1. Demonstrate how to label necessary components for realtime hookup. 2. Demonstrate how to set up and display realtime screen. 3. Connect and set up for mock CSR exam.
Insert New Line Above this Line		
	45	

COURSE OUTCOMES*	At the successful completion of this course, students will be able to:
	Demonstrate ability to write 225 Q&A dictated material for 5 minutes with 95% accuracy and transcribe same within 90 minutes with 95% accuracy.
	Demonstrate ability to write 200 jury charge dictated material for 5 minutes with 95% accuracy and transcribe same within 90 minutes with 95% accuracy.
	Demonstrate ability to write 180 literary dictated material for 5 minutes with 95% accuracy and transcribe same within 90 minutes with 95% accuracy.
	Successfully complete mock CSR exam Written Knowledge Portion with 95% accuracy.

Demonstrate knowledge of components necessary for realtime, ability to set up equipment for realtime and for CSR exam through Realtime Coach.

* Course Outcomes will be used in the Assessment Software for Outcomes Assessment. Limit to 3 - 5.