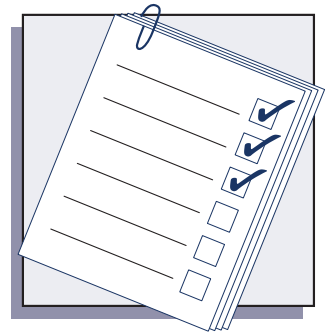


Assessment



Training guide—Court reporting

Supervisor to sign off.

Identify court cases used

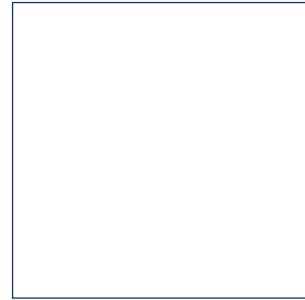
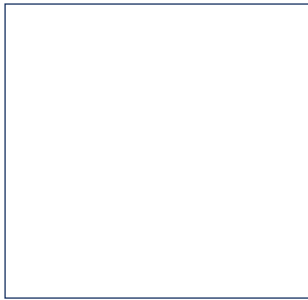
Type of Court	Brief case details
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

This sheet needs to be completed, signed off and sent to the JTO, with the five stories. You need to keep a copy for your own records.

Trainee name _____

Signed (supervisor) _____

Date _____



Training guide—Court reporting

Supervisor to sign off.

Trainee name _____

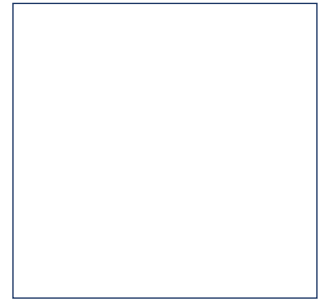
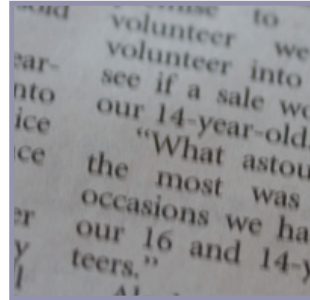
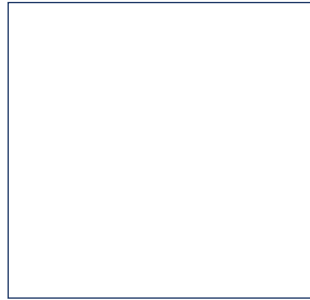
Signed (supervisor) _____

Date _____

This sheet needs to be completed, signed off and sent to the JTO, with the five stories. You need to keep a copy for your own records.

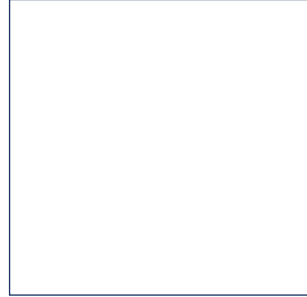
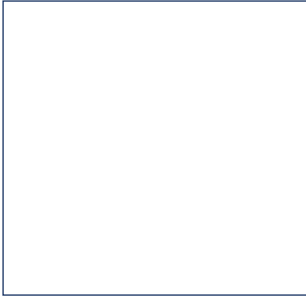
Training checklist

Supervisor checklist	
Meeting with court personnel.	<input type="checkbox"/>
The court list is used.	<input type="checkbox"/>
Priority cases are identified and justified.	<input type="checkbox"/>
District Court hearings.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
High Court hearings.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Other courts	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Two follow up stories.	<input type="checkbox"/> <input type="checkbox"/>
Applications are made for reporting.	<input type="checkbox"/>
Background issues identified for follow up stories.	<input type="checkbox"/>
Information from court contact meeting is recorded.	<input type="checkbox"/>
Information relevant to court proceedings is obtained.	<input type="checkbox"/>
Five published stories are supplied.	<input type="checkbox"/>
Stories written within deadline and prescribed length.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



Supervisor judgements for training guide

Evidence	Judgement
Meeting with court personnel.	At least four officers from different court hearings.
The court list is used.	The information is gathered and seen.
Priority cases are identified and justified.	The cases are prioritised and justification given for the prioritisation.
Court hearings.	Must attend and report on at least five District Court hearings.
Two follow up stories.	Identify two follow up stories and write them.
Four stories from other courts.	Must attend and report on four stories from other courts.
Applications are made to the court.	At least two applications made to court for reporting purposes, any of the following: <ul style="list-style-type: none">• Concerning name suppression.• Concerning filming/photographs.• Concerning Official Information Act.
Background issues identified for follow up stories.	At least two background issues identified and recorded in workplace diary.
Information from court contact meeting is recorded.	Details of contacts recorded.
Information relevant to court proceedings is obtained.	Compiled from court list and charge sheets.



Five published stories are supplied.	Electronic or hard copy. All copies are impartial balanced and fair.
Stories written within deadline and prescribed length.	Must be by deadline and of prescribed length.
Stories written within deadline and prescribed length.	Must be by deadline and of prescribed length.