

KATHRYN MACALUSO

720-626-1595 | Kathryn@ProofingByKathryn.com

Summary

Detail-oriented professional specializing in scoping and proofreading transcripts for court reporters.

Skills

- Experienced in a range of jurisdictions: federal court, criminal and civil court, depositions, administrative hearings, board meetings, and arbitrations
- Well versed in proofreading a range of transcripts: medical, construction, finance, technical, expert witnesses, difficult accents, and interpreted proceedings
- Trained based on *Morson's English Guide for Court Reporters*, *The Gregg Reference Manual*, Margie Wakeman Wells' resources, and the National Court Reporters Association guidelines
- Skilled in scoping and proofreading transcripts in Case CATalyst and proofreading PDFs
- Strong work ethic and excellent communication skills

Education

2021

Internet Scoping School

2016

Transcript Proofreading: Theory and Practice™

2005

Master of Arts in Teaching, Education, *Maryland Institute College of Art*

2002

Bachelor of Fine Arts, Photography & Art History, *Maryland Institute College of Art*

Experience

04/2016-present

Case CATalyst Scopist & Proofreader

Proofing by Kathryn

- Identify errors and focus on readability in court transcripts
- Implement reporters' preferences and maintain consistency
- Return annotated pages via Case Catalyst or PDF

05/2016-present

Transcript Proofreader & Editor

eScribers, LLC - independent contractor

- Proofread and edit formatting for state and federal courts
- Adhere to extensive style guides for each jurisdiction
- Assist transcribers in learning style guide and improving their work

03/2013 – 04/2014

High School Presenter

CollegeAmerica – Denver, CO

- Presented college & career readiness workshops to high school students

08/2005 – 01/2013

Teacher & Department Chair

Baltimore County Public Schools – Towson, MD

- High school teacher and department chair
- Wrote art curriculum, including standards, lessons, and assessments
- Mentor to student teachers

References

Tracie DiGregorio, lcrtkd@nmcourts.gov

Christina Valery, cvalery@lacourt.org