

Electronic Evidence Presentation Systems

Users Guide United States District Court Eastern District of Wisconsin

The District Court in the United States Courthouse in Milwaukee Wisconsin is equipped with two courtrooms with enhanced evidence presentation systems (Courtrooms 222 and 320). This document is intended to provide litigants with the basic information required to use these systems effectively.

I. Input devices

The following devices are available to feed images and audio into the presentation systems.

Document Camera - A small table mounted camera which feeds images of documents, photographs, and small three dimensional objects into the evidence system.

Room Cameras - Located at the front and back of the courtroom, and over the witness box for a wider angle view of the proceedings. The witness box camera is controlled by the courtroom deputy. It is useful for detailed viewing of documents and objects during witness testimony.

Videocassette player (VHS format) - Used for playing prerecorded videotape presentations.

Computer Video and Audio inputs - Enables litigants to display the video and audio output of their personal computer. The SVGA video standard is recommended. (A computer will not be supplied by the court.)

Translation station - Enables a language translator to broadcast audio through a wireless headset system.

Microphones - Enhance the clarity of speech by use of the courts public announcement system. In courtroom 320 they also provide the input for wireless assisted listening headsets for the hearing impaired. The translation and assisted listening systems broadcast on different frequencies and can be used simultaneously. Courtroom 222 has a similarly equipped translation station but no assisted listening capability. A handheld microphone will be provided by the court to litigants who need mobility during their presentation.

Audiocassette player - Courtroom 222 is fitted with an audiocassette player which can play through the courtroom public announcement system.

Annotation tablet - The presentation cart has a annotation tablet for highlighting important parts of the video display.

Touch screen annotation - The witness box is equipped with a 15 inch LCD touch screen for annotating the video display.

120 Volt AC electrical power is available at the presentation cart and each of the attorney tables.

II. Output devices

The Judge, witness, courtroom deputy, presentation cart and litigant tables are all equipped with 15" LCD monitors. The Jury box has eight 15" LCD monitors. Video is provided to the public gallery by a thirty-six inch CRT monitor.

Both courtrooms are equipped with ceiling mounted public address speakers. Courtroom 320 also has table top speakers for the litigants.

In courtroom 320 cordless two channel headsets are provided to participants upon request. The headsets have individual volume controls. The listener may select channel 1 (assisted listening), channel 2 (translation), or S (both). Courtroom 220 is similarly configured but, does not have a second assisted listening channel.

Litigants may request a three by five inch hard copy image of on screen evidence, from the court, while it is being displayed.

III. Presentation controls

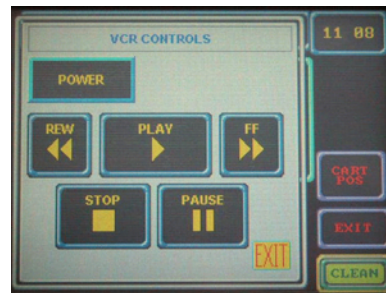
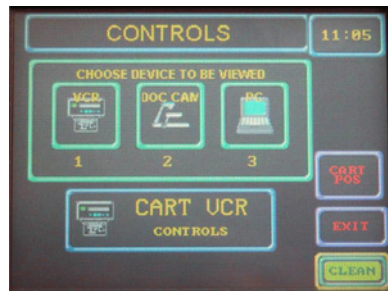
The courtrooms are equipped with touch pad systems to control the presentation input and display. The Judge has the ability to change the source and destination of video displays, and the volume of audio. In Courtroom 320 the court may blank the jury and litigant's video displays while considering evidence for admittance. In courtroom 222 the jury monitors only may be blanked during Judicial evidence consideration. The court may also mute audio and generate pink noise in the jury box to obscure audio during sidebars. The court has the ability to override all menu selections made by the other participants.

Audio/Video switching must be managed by the Court's control system. Litigants are not permitted to use their own A/V switches. Litigant switches can create electrical pulses which may damage the court's equipment. Some switches drop video synchronization signals which will cause the courtroom video monitors to go blank. Re-establishing communication to the courtroom monitors requires a time-consuming system reset.

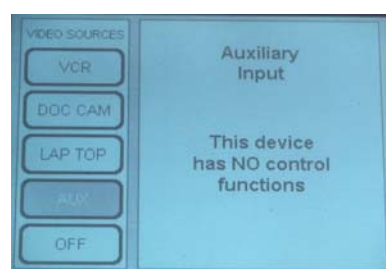
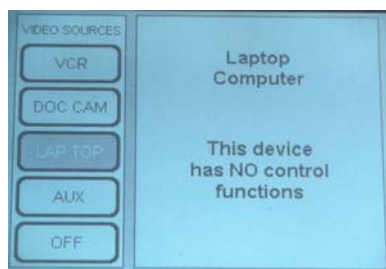
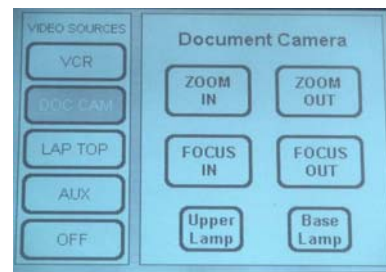
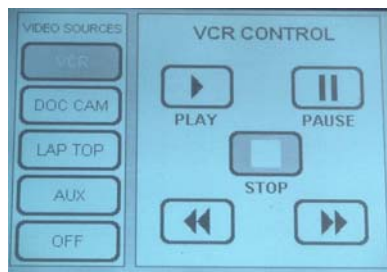
IV. Presentation cart

- A. The presentation carts have touch screen controllers which allow litigants to select input from a personal computer, document camera, or videotape player.

Presentation Cart controls available in courtroom 320:



Presentation cart controls available in courtroom 222:



B. The document camera is an Elmo EV-500AF video presenter.



The control panel is located on the top front of the Elmo unit. The document camera is able to clearly display the top or bottom half of an eight and a half by eleven inch document. The video presentation becomes illegible if more than half of a typed letter sized page is displayed. (In courtroom 222 note the additional presentation cart controls for the document camera).



Lights

The Elmo lamp buttons are located on the far left of the document camera control panel. Opaque objects and documents are normally lit with the upper lights. Transparencies and photographic negatives are usually lit with the base lights. Upper and base lights cannot be used at the same time.

Input Selection

The input selection button should always be set to internal.

Nega/Posi

The Negative/Positive button inverts the contrast of an image. This may make negatives such as X-rays easier to interpret.

Color/B&W

This button selects color, or black and white displays. This button is usually left on the color setting. Under most circumstances this setting has little effect on the display.

Zoom Buttons

Zoom tele is equivalent to zoom in. Zooming in gives you a clearer display and a narrower width of view. Zoom wide is equivalent to zoom out. Zooming out will give a wider view of a document but, less detail. Zooming out beyond half of a letter sized page will make typewritten text in a twelve point font illegible.

Focus

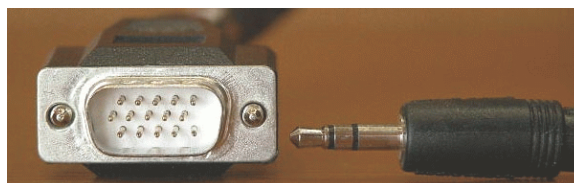
The quickest way to achieve document camera focus is to press the auto focus button on the far right hand side of the camera control panel. The image can be fine tuned with the adjacent focus in and out buttons.

C. Videocassette player

The controls are located on the touch screen controller as described earlier. The player is physically located in the presentation cart. The eject button must be pressed on the player itself to retrieve the tape. The player uses the VHS format and is not configured to record.

D. Computer input ports

Audio/Visual presentations, made directly from your computer, are one of the most effective methods of displaying exhibits. Computer input ports are available in the well and at the presentation cart. Courtroom 320 has one port in the well. Courtroom 222 has one bench selectable port at each of the four attorney tables. The video connector is a DB-15 High Density plug. The audio connector is a 1/8" bayonet connector. A stereo audio connector is pictured however, the system is monaural.



Laptop computers often require a special command, or key sequence to activate their external video port. Please familiarize yourself with your PC before an appearance.

The recommended video setting for your computer is 800 X 600 D.P.I. with a 60 Hz refresh rate. The courtroom systems are compatible with all common color display settings, up to 32 bit. Other resolutions and refresh rates are possible, but the results are unpredictable.

For compatibility reasons, the video distribution system reduces the image resolution to the NTSC standard (The American commercial analog broadcast standard). Fonts smaller than six characters per inch do not display clearly on the courtroom monitors. Please keep this in mind when preparing your presentation.

E. Annotation

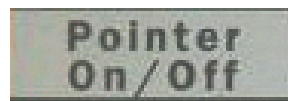
The courtrooms are equipped with Boeckeler Pointmaker PVI-83 annotation systems. Items displayed on the document camera and videotapes may be annotated. Computer based presentations cannot be annotated. An annotation pad is provided on the presentation cart for attorneys. An IBM touch screen is located in the witness box.

Pointmaker digitizing tablet

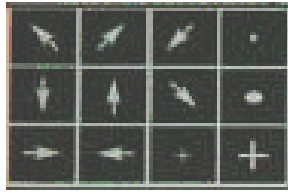


The Attorney controls color, erase, pointer, line thickness, brightness for the annotation pad and the witness touch screen.

To activate the pointer touch "Pointer On/Off" button once.



Select the shape of your pointer

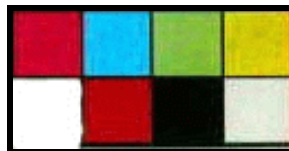


Position the pointer by hovering the pen over the annotation pad. Fix the position of the pointer by pressing one of the keys located on the control pen.

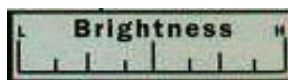
Select the desired line thickness



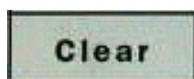
Select the color of the annotation markings



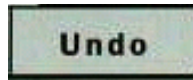
Adjust the Brightness of the annotation markings by touching the pen on the brightness area. This does not effect the brightness of the background picture.



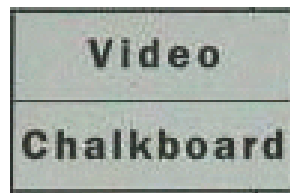
The "Clear" button erases all annotation markings on the display.



The “Undo” button erases the last mark made on the display

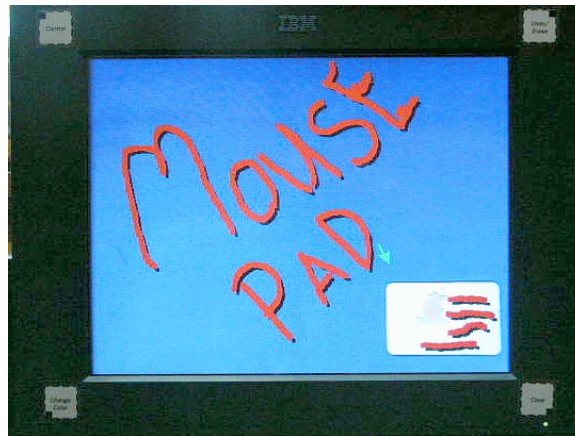


The “Chalkboard” Button sets the background of the display to white for freehand writing. The “Video” Button is used to return to image display mode after the chalkboard has been used.



Witness Box touch screen

The witness is provided with a touch screen monitor for highlighting displays. The attorney usually controls the color, pointer, line thickness, and other features from the annotation pad. Some controls are also available to the witness.



Example of touch screen annotation

Markings are made by touching the screen with your finger (Please do not use sharp objects). The controls are operated by pressing the screen one inch from each corner (The screen must be pressed, not the frame or bezel).

The “Control” area is near the top left corner. It switches the pointer on and off.

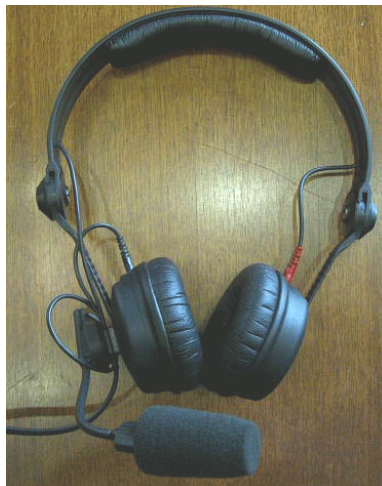
The “Undo” area is near the top right corner. This button erases the last marking made on the annotator.

The “Clear” area is near the bottom right corner. This erases all markings on the display.

The “Change color” area is located at the bottom left corner of the screen. This allows the witness to select a different annotation color than that of attorneys or previous witnesses.

V. Translation and assisted listening.

A translator may make a hard wire connection to the audio system (Headset provided). In courtroom 320 the connection is at the defendants table. In courtroom 222 the connections are adjacent to the jury box and witness box.



Translations in courtrooms 320 and 222 are broadcast via an infrared signal on channel 1. Wireless infrared audio headsets will be provided to participants by the court. The headsets have individual volume controls.



Assisted listening in courtroom 320 is provided via the same infrared headsets set to channel 2. A participant may listen to both translation and assisted listening channels in 320 by setting the selector switch to “S”.

VI. Audio cassette player

The presentation cart in courtroom 222 is equipped with an audio cassette player. The player is not currently controlled from the touch pad and must be operated manually.



VII. Teleconferencing

Each courtroom is able to teleconference with up to five different remote locations through standard dial-up telephone connections.

VIII. Video Conferencing

A portable video conferencing unit is available for video conferences within the contiguous forty-eight states. The unit uses three ISDN circuits with a maximum throughput of 384K. It is compatible with the H.323 videoconferencing standard.



The audio and video can be displayed on the courtroom distribution system. The single local camera may be programmed with six presets and can pan approximately 170 degrees. The unit does not currently accept alternate video input but, an upgrade is anticipated in the fall of 2003.

Requests for use of the videoconferencing system must be made to the court in advance. The court prefers that the remote site call in. The number to dial to initiate connection with the videoconferencing system is (414) 224-6191.