

Overview of the Video Evidence Presentation System (VEPS)



**U.S. District Court
Northern District of Oklahoma**

Welcome to the Overview of the Video Evidence Presentation System used in the U.S. District Court, Northern District of Oklahoma.



Courtroom Features

Each courtroom audio/video system includes the following features:

- Video Evidence Presentation System
- Touch Screen Control Panel Devices
- Audio Reinforcement
- Audio Recording
- Infrared Interpreter System
- Teleconferencing
- Viewing Video Sources

The Video Evidence Presentation System is one component of the complete audio/video infrastructure that is used in District Courtrooms one through five in the Page Belcher Federal Building. Before we discuss the Video Presentation System, let's review some other components of the audio/video system.



Courtroom Features

Audio Reinforcement



Wireless
Microphone



Desktop
Microphone



Speaker

Microphones are used at the Judge, Clerk, Probation, and Attorney locations. Wireless microphones are also available. The microphones on the counsel tables have privacy mute buttons, which mute the microphones as long as the button is pressed.

Speakers are located throughout the courtroom with dedicated speakers at the witness, reporter, and judge locations.



Courtroom Features

Infrared Interpreter System

Transmitter



Interpreter
Headset
Microphone



Dual-Channel
Headset
Receiver



Interpreter
Controller



A two-channel Infrared System is provided for the hearing impaired and for foreign language interpretation. The transmitter(s) are mounted in the front of the courtroom. The transmitter sends audio signals to the headsets using infrared waves. Choose Channel 1 on the headset receiver if the user needs to hear the language interpreter; choose Channel 2 if the user is hearing impaired.



Courtroom Features

Teleconferencing



Teleconferencing capabilities are accessed from the Teleconference option on the touch panel. Arrangements should be made in advance with the courtroom deputy if you wish to use the teleconferencing feature.



Courtroom Features

Viewing Video Sources



**Courtroom 1
LCD-Type Monitors**



**Courtroom 2
TV Monitor**



**Courtroom 3 Projector
and Screen**



Tools for viewing video sources vary for each courtroom. Courtroom 1 features LCD-type monitors at the jury box and other locations. Courtroom 2 has a combination of LCD-type monitors and TV's for viewing video sources, but the TV's can be used in any of the courtrooms. Courtroom 3 has a projector and screen for viewing video sources. Please note also that Courtroom 3 has full videoconference capabilities.



Video Evidence Presentation System

Visual Presentation Cart



One of the most important features of the audio/video infrastructure is the Video Evidence Presentation System. The heart of the system is the Visual Presentation Cart. Courtrooms 1, 2, and 3 offer the ability to use a portable Visual Presentation Cart at three different locations within each courtroom:

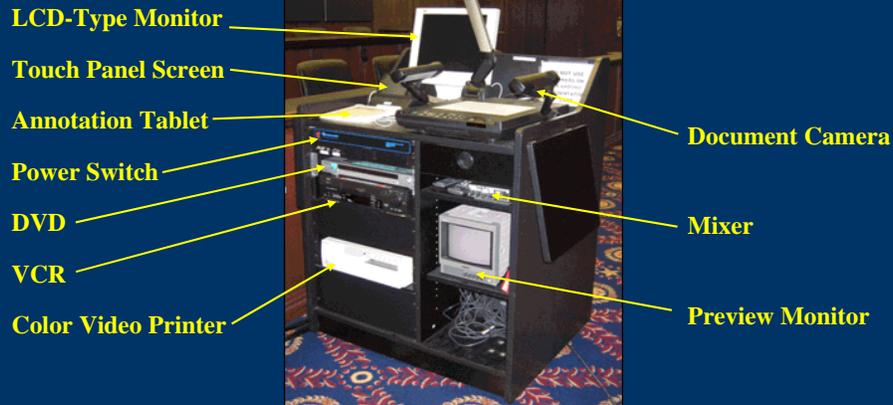
- The Lectern
- Behind the Defense table
- Behind the Prosecution table

This system is a mobile, self-contained workstation that court staff and attorneys can use to effectively manage the visual presentation of evidence from a variety of sources. Because this is a new tool, attorneys should meet with court staff ahead of time to practice working with the Video Evidence Presentation System.



Video Evidence Presentation System

Standard Features



The Visual Presentation Cart has several components.

Notice the power switch located on the left side of the cart. Use this switch to power-on the system. Avoid using the individual power switches when possible. The only exception to this is the VCR, which must be powered-on using the VCR power switch or a videotape.

A feature of the VEPS which is not on the cart is the witness annotation monitor. We will discuss the witness annotation monitor in conjunction with the annotation tablet.



Video Evidence Presentation System

Touch Screen Control Panel



Use the touch-panel located on the Visual Presentation Cart to control the Video Evidence Presentation system. The top of the main menu displays the current date and time. The left side of the main menu, labeled “Video Select” allows access to all control functions that are available from the Visual Presentation Cart. Simply use the supplied marker pen to touch the button you want to activate. The right side displays a timer and color-coded indicators, which are active when an event is timed, such as an attorney summation.

- When the DOC CAM button is selected, as shown in this example, the document camera is the source to view on the courtroom monitors.
- When the VCR button is selected, the VCR is the source to view on the courtroom monitors.
- When the Computer Video button is selected, a laptop computer connected to the cart is the source to view on the courtroom monitors.
- The VCR Controls, Annotation, Printer Controls, and Auxiliary Control buttons take you to separate menus with options for these features.



Video Evidence Presentation System

Document Camera



Control Panel

The Document Camera can be used to present papers, transparencies, pictures, negatives, specimens and more. Buttons for basic functions and features of the camera are located on the control panel on the front of the camera. The Zoom function, which changes the size at which an object appears on the display, is commonly used.



Video Evidence Presentation System

DVD



Use the DVD player to play a DVD and display it on all of the courtroom monitors. On the touch panel screen, select DVD as the video source and then use the controls on the the DVD to activate the DVD functions.



Video Evidence Presentation System

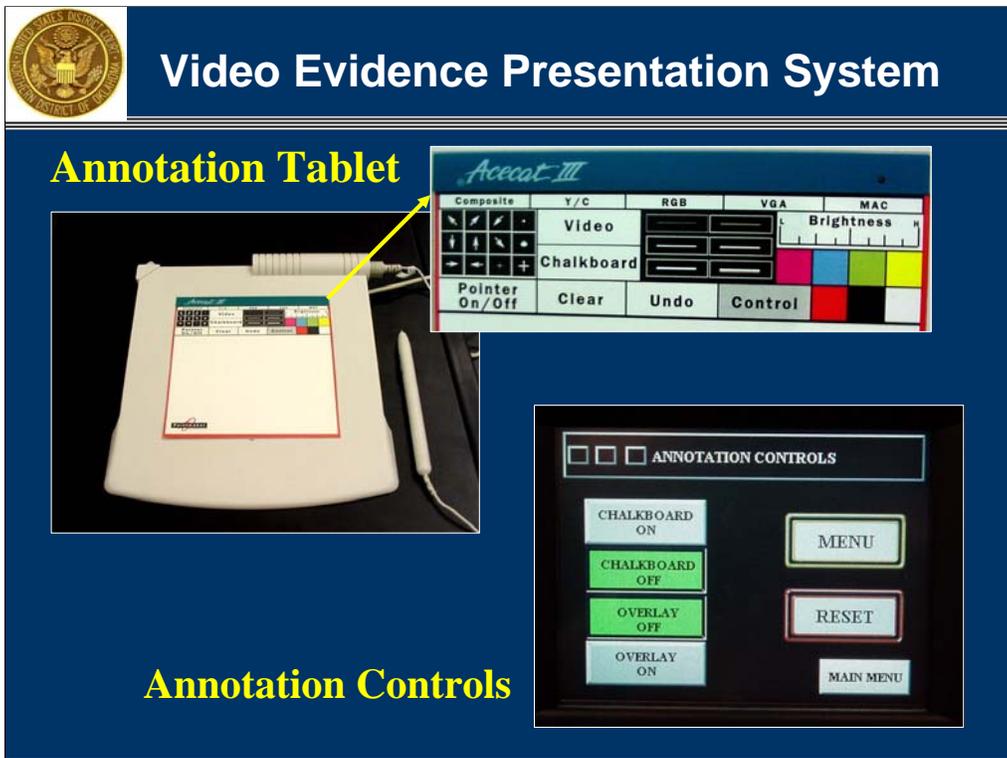


VCR

VCR Controls Menu



Use the VCR to play a videotape and display it on all of the courtroom monitors. On the touch panel screen, select the VCR as the video source and then select from the VCR Controls buttons on the touch panel or use the controls on the the VCR to activate the VCR functions.



Use the annotation tablet to draw, position pointers, or make menu selections.

The marker attached to the annotation tablet works just like a pen; press the tip of the marker on the pressure sensitive tablet while watching the monitor. Notice the menu at the top of the tablet; use the marker pen to choose the options you want. Different shapes and sizes of pointers as well as different colors and widths of lines can be used.

The tablet features absolute positioning which means that the position of the the marker on the tablet surface corresponds directly to the position of the pointer, drawn line, or cursor on the monitor screen.

Annotation controls are available from the touch panel screen when you select the Annotation button from the Main Menu. When the chalkboard is on, the monitor displays a solid background and you annotate as if you were drawing on a chalkboard. When the chalkboard is off, whatever video source is selected will be displayed on the monitors and annotation is done on top of the displayed image.

Make sure you also have the Video or Chalkboard option on the tablet correctly selected. If Chalkboard is selected on the tablet you will not see an image from a video source on the monitor. You must have Video selected on the tablet to view the video source.

When Overlay is on, you will be able to see the annotations you create on top of the selected video image. When Overlay is off, the annotation is not visible. Turning off the overlay does not remove any previously created annotations, it just hides them. Instead, use the Clear button on the actual tablet to clear previously created annotations.



Video Evidence Presentation System

Witness Annotation Monitor



The witness box has a touch-monitor for annotation. Like the annotation tablet, it enables the user to draw or mark on any video that is currently being viewed on the courtroom monitors. The touch monitor is easy to use because the witness draws directly on the screen with his finger.

An attorney and witness can each draw on the same video display, using different colors to make different marks. But, both the attorney and witness must take turns drawing.

Annotation settings can be changed from the touch monitor or the attorney can change the settings for the witness by using the annotation tablet.



Video Evidence Presentation System

Color Video Printer



Preview Monitor



Printer Controls Menu

The color video printer allows you to print a picture of the currently selected video source. You can turn anything that you view on the courtroom monitors into a hard copy for evidence purposes.

The cart has a preview monitor that is connected to the video printer output. This allows you to view any captured image prior to printing. The video printer must be on in order to see an image on the preview monitor.

Use the Printer Controls menu on the touch panel to capture and print an image.



Video Evidence Presentation System

LCD-Type Monitor



The cart has a single LCD-type monitor that displays the same video source that is being displayed to all of the courtroom monitors.

Remember that the tablet features absolute positioning; therefore, you should be watching the monitor as you annotate.



Video Evidence Presentation System

Mixer



The mixer is located in the top right portion of the presentation cart. Each knob on the mixer controls a separate audio source. Adjust the volume using the mixer **ONLY** when you cannot obtain desired volume levels with the Touch Panel Controller located at the Clerk's bench or Judge's bench.



Summary

Recap of Audio/Video System

- Video Evidence Presentation System
- Touch Screen Control Panel Devices
- Audio Reinforcement
- Infrared Interpreter System
- Teleconferencing

In review, each courtroom audio/video system includes a Video Evidence Presentation System, touch panel screen control devices, microphones, speakers, an infrared interpreter system, and teleconferencing capabilities, as well as other features specific to each courtroom. A reference document is available for download that explains in detail the items discussed in this presentation.

If you have questions about how to operate the audio/video system in a specific courtroom, please contact the appropriate courtroom deputy. However, please direct all training requests to the Clerk of Court or Chief Deputy Clerk.

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This concludes the overview of the Video Evidence Presentation System for the U.S. District Court, Northern District of Oklahoma.