

Courtroom Technology Information

Effective September 2017

Courtrooms in the courthouses have varying degrees of technology available. Some courtrooms have technology incorporated into them. Other courtrooms have no technology but do have certain portable devices that can be brought in. For additional details please contact the Technology Services team:

Email: bne-technology-services@courts.mo.gov

Telephone: 573.886.4086 or 573.886.4088

EVIDENCE PRESENTATION

Available in BOONE courtrooms 3 West, Ceremonial and Ground Floor only

The court does not provide a notebook computer for use by attorneys to connect to the evidence presentation system. A primary reason is evidence provided by attorneys may require special software not installed or readily available on court computers.

Attorneys may bring their own notebook computers to connect to the courtroom evidence presentation system. Each courtroom listed above has incorporated various monitors and projection screens visible to the judge, witness, attorney tables, jury and gallery. Both video and audio from the attorney's notebook may be projected to the system.

The connection from the attorney's notebook to the presentation system may be either VGA or HDMI →

NOTE: If the attorney notebook connection is *anything other than VGA or HDMI* then it is the attorney's responsibility to provide an appropriate adapter to connect to the evidence presentation system.



Wireless internet access is available for attorneys, but must be set up in advance of need. There is no 'wired' internet access available for attorneys.

Evidence Presentation Tips and Notes

1. Some computers may require certain keyboard strokes, need certain software drivers installed, require the use of a VGA adapter, and/or require a change in screen resolution to send video and audio signal out of their electronic device to the evidence presentation system. It is the responsibility of counsel to understand the technical aspects of their electronic devices in order for them to work with courthouse devices. **Technology Services staff cannot / will not load or update software on your computer.**
2. Screen resolution for the evidence presentation systems **works best at 1024 x 768**. If your notebook is not already at that resolution, please determine how to make the change.
3. **Ensure video and audio drivers are up-to-date** on the notebook you'll be using for evidence presentation. Just because sound plays on your computer doesn't necessarily mean it will also play when connected to the audio jack of the courtroom evidence presentation system. (This actually happen and required an updated driver on the attorney notebook to get sound to be heard).
4. Do NOT place sticky paper labels on CDs or DVDs. When the disk spins it throws the disk off-balance and makes noise.
5. Ensure all evidence will display & play properly on your notebook before arriving.
6. Provided the courtroom is available, Technology Services staff can assist you in a 'dry run' of your presentation in the courtroom to ensure your video evidence will interface properly.
7. Do not count on wi-fi internet access to play videos, etc. Wi-fi speed is not sufficient for video, and it is possible internet access could be interrupted due to technical issues.
8. It is the responsibility of counsel to provide any adapters (if necessary) to allow their device to connect with the courthouse device. Technology Services staff may be able assist in some basic triaging of problems, but are not responsible to install software, provide adapters, or configure counsel computers to work with courthouse devices.
9. The DVD players in 3 West, Ceremonial and the portable TV cart will play ONLY standard DVD format like one plays in a home theater system. DVDs can also be used for file storage but require a computer in order to access and play. The DVD players just mentioned cannot read file storage DVDs. Please be sure you understand the difference. If you have questions please contact Technology Services staff.

VIDEO CONFERENCING

BOONE and CALLAWAY - All courtrooms.

The Boone courtrooms 3 West, Ceremonial, Ground Floor and 2 South each have incorporated video conferencing capability. These courtrooms provide a quad-screen view showing the judge, both attorney tables, and the far end of the video conference. All other Boone and Callaway courtrooms can make use of a **portable** video conferencing unit that has only a single camera and microphone.

Technical Requirements

1 - The court video conference systems are TCP/IP-based and cannot interact with a far end using ISDN. One known user of ISDN is the Federal Bureau of Prisons, therefore, the court cannot conduct video conferences with BOP.

2 - Court video conferencing systems use H.323, not SIP.

3 - The video conferencing bridge can interact with a far end using a computer with a web cam that has an internet connection.

4 - The court system cannot make use of Skype, Facetime or similar technologies.

If the far end has not conducted a video conference with the court previously **it is highly advised that a test be performed** well in advance of the need. Contact the Technology Services unit for details.

TELEPHONE CONFERENCING

BOONE and CALLAWAY – All courtrooms (except Callaway Hearing Room)

Most courtrooms can utilize teleconferencing either through technology incorporated into the courtroom system OR by a portable conference telephone cart.

DOCUMENT CAMERA

Available in BOONE courtrooms 3 West and Ceremonial.

Can be made available in other Boone courtrooms WITH ADVANCE NOTIFICATION.

In order to project photos and documents, document cameras (sometimes referred to as an “Elmo”) are available. These are incorporated into the evidence presentation systems in 3 West and Ceremonial courtrooms.

A **portable** document camera can be made available in other Boone courtrooms, but Technology Services staff need to be notified in advance of the need.

DVD

BOONE courtrooms only

When needed a DVD player can be made available for any of the Boone courtrooms. A DVD player is incorporated into the technology of the 3 West and Ceremonial courtrooms. A portable cart containing a DVD/Blu-Ray player and flat-screen television can be made available in other Boone courtrooms with advance notice.

OTHER

BOONE courtrooms only

Technology Services staff can make the following items available with advance notice:

- Portable projection screen
- Media projector (displays video from notebook to a projection screen)
- Document camera
- A portable sound system with a wireless microphone that can also accept audio input from other sources such as a notebook computer.

FOR MORE INFORMATION

Please contact the Technology Services staff for more information regarding available technology:

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