

**United States District Court
Eastern District of Tennessee**



**Digital Electronic Presentation System (DEPS)
Basic Operation Guide**

Questions related to the operation of the Court's equipment should be directed to the Courtroom Deputies.

The Court offers the Digital Evidence Presentation System to users in an attempt to assist and expedite the process of presenting evidence. All courtrooms are equipped with fifteen inch monitors mounted in the Jury Box.

The DEPS can present evidence in the following ways:*

- ◆ Evidence is placed on the Document Camera and displayed on all video screens.
- ◆ Electronic media (DVD, video tape) is inserted and played utilizing internal equipment of the DEPS.
- ◆ Evidence contained on counsel's laptop computer can be displayed.
- ◆ *Audio or Video* evidence can be played through the courtroom sound system by using the internal DVD/CD player or attorney's laptop audio output.

** Due to the Digital Evidence Presentation System being a mechanical and electronic device, it is possible the system or portions of the system may experience unforeseen issues which render a particular function unuseable. Every effort is made to keep the equipment in excellent working condition, **but it is the responsibility of the user to be prepared with an alternate ability to present evidence if necessary.***

Terminology

DEPS	Acronym for <i>Digital Evidence Presentation System</i> . This term is used when referring to the wooden presentation system and the electronics within.
Touch Screen	Each DEPS unit has two 15 inch monitors. One at the user's location and one in the witness box. These monitors display the image sent from the DEPS, as well as being an annotation input device. For example, the user can place a fingertip on the screen and draw a line superimposed over the DEPS video. Pressing the lower left corner of the display removes the line.
Microphone	Each DEPS has a top mounted microphone. The optimal distance for clarity when speaking is 12 to 24 inches from the user's mouth to the microphone.
Document Camera	Device located at DEPS unit which allows the user to place a document or similar object on it's surface to display on the courtroom monitors.
DVD/VCR	Combination VCR, DVD, and CD player, accessible from the front of the DEPS unit.
Laptop	A user supplied computer containing video or audio evidence to be distributed to the courtroom monitors and sound system utilizing the DEPS.
Laptop Connections	Audio and video connectors on the laptop which allow appropriate output cables to be connected to the DEPS unit.
Laptop Manual	A reference manual for the user's laptop if it is to be used to present evidence. (Please be familiar with the laptop you will be using for this.)
Laptop Video Output	Video sent from the user's laptop to the DEPS.
Video Resolution	The number of distinct pixels in each dimension that can be displayed. (Laptop users need to know how to change the laptop resolution if necessary.)
Aspect Ratio	Standard monitor screens are 4:3 aspect ratio. Widescreen monitors are 16:9.
Decibel (dB)	A logarithmic unit of measurement in acoustics and electronics. (In audio, this is an expression of how loud something sounds.)

Audio Level	The DEPS equipment will accommodate a wide level of audio input from a laptop computer. The best possible audio is achieved when the laptop computer sends +0 dB to the DEPS audio input.
Video Source	The source of video the DEPS displays (from VCR, DVD, laptop, document camera, or USB drive).
Audio Source	The source of audio the DEPS sends to the courtroom sound system (from VCR, DVD, laptop, or USB drive).
CD	<p>This unit plays CD-R/CD-RW audio or picture disks which have been recorded in one of the following standards:</p> <ul style="list-style-type: none"> CD-DA - Compact Disc Digital Audio MP3 - Compressed audio file JPG - Compressed image format <p>Close the session or finalize the disk after recording.</p> <p>This system can recognize up to 99 folders (groups) and 999 files (tracks) on a disk with MP3 or still pictures (JPEG).</p>
DVD	<p>Digital Video Disk. The DVD player in the DEPS system will play user created video DVD-R disks in DVD-Video format. DVD-Video disks must be NTSC standard. (A simple free DVD authoring program, like DVDFlick, can be used to conveniently produce a DVD-Video disk.)</p>
VHS Tape	Video cassette tape. Must be NTSC standard. Right and left audio channels will be summed in to one mono channel, and played through the courtroom sound system.
Audio Level	Audio level of any device connected to or played through the DEPS system (laptop connected to, or DVD/CD/VHS tape played using the internal player) will achieve optimum performance with the output or recording supplying a maximum of 0dB. Audio over 0dB will sound distorted and difficult to understand. If the audio to be played through the DEPS system is not the original recording, it is important that the original was created at a maximum of 0dB.

Video Cable (VGA)	A three-row, 15-pin, DE-15 connector. These cables are provided on each attorney table for connection to a laptop computer. <i>If you will be using a laptop computer from the DEPS top surface, please let the Courtroom Deputy know. They will supply the cable.</i>
Audio Cable	These cables are provided on each attorney table for connection to a laptop computer or other audio device capable of accepting the 1/8 inch stereo plug attached. <i>If you will be using a laptop computer from the DEPS top surface, please let the Courtroom Deputy know. They will supply the cable.</i>
Stereo Audio	Audio and video media may be recorded to on individual right and left audio tracks or a separate single track. The DEPS equipment will combine right and left audio tracks from any audio source and play the result in mono.
Mono Audio	Monaural sound which uses a single channel as opposed to stereo.
Over modulated (analog)	The signal is too loud and going "off the scale" (difficult to understand).
Over modulated (digital)	Sounds raspy and unintelligible due to data being lost. A basic "rule of thumb" when recording digital audio is to keep the recording level around -12 dB.
Software Program	The Court does not supply software programs for users laptop computers. (Please become familiar with computer programs you will need to use prior to attempting it in the courtroom).
Operating System	Please become familiar with the operating system of your laptop computer prior to using it in the courtroom.
Kill Switch	A switch available to the Courtroom Deputy or Judge giving them the ability to remove the displayed video on the jury monitors.
AC Power	Each attorney table has one twenty amp, grounded electrical outlet on the floor in front of the table.

LAPTOP COMPUTER

The DEPS unit will accept audio and video from a laptop computer located at either attorney table or on top of the DEPS unit. Due to differences between laptops, the basic video setting recommendation is a resolution setting of 1024 X 768 at 60hz, 32bit color.

Higher resolutions will work, but are dependant on other user settings and configurations.

Each attorney table has a VGA video connector and 1/8" stereo audio connector. The top of the DEPS unit has connections for audio and video cables as well. The cables are removed when not in use in order to maintain a clutter free area. **If you will need to connect a laptop computer at the DEPS surface, please notify the Courtroom Deputy, in advance, who will then attach the appropriate cables to the DEPS unit.**

Attaching cables to your laptop computer:

Each primary plaintiff and defense attorney table has one VGA 15 pin subD (video) and one audio cable with a 1/8 inch jack. These are provided for the user to connect a laptop computer to the DEPS system. If you need to use your laptop computer at the DEPS unit, please inform the Courtroom Deputy, who will then supply and connect the video and audio cables to the top of the DEPS unit for your use.



Audio Cable and connector



Video Cable and connector

Insert the Audio plug into your laptop computer “audio out” or “headphone” jack (the jack with the headphone symbol.)



Connect the Video connector to the “video out” connector on your laptop computer (the 15 pin jack.)



Switch the video output of your laptop to send video to the external video connector. (This is usually a “function” key sequence on laptop computers, or a software setting in Windows. If you do not know how to do this, consult your laptop manual.)

TOUCH SCREEN MONITOR

Video monitors at the DEPS unit and Witness Box have the ability to annotate over the displayed picture using the tip of your finger to draw

