

# Courtroom Technology Reference Guide

**For a tour of the courtroom technology please contact the Courtroom Deputy for your proceeding.**

The Courtroom Deputy controls which input device is being displayed.

**Note:** The Microphones will pick up noise automatically. They DO NOT need to be spoken directly into.

Courtroom Deputy controls which input device is being displayed.

## Using the VCR/DVD Player:



1. Make sure VCR/DVD is on.
2. Use VCR/DVD button to select which media type you wish to use.
3. Use the remote to push play or to do such functions as fast forward or rewind.

## Using a Computer/Laptop for Presentation:

1. Connect Computer via VGA cable located in the black box on floor labeled Computer.



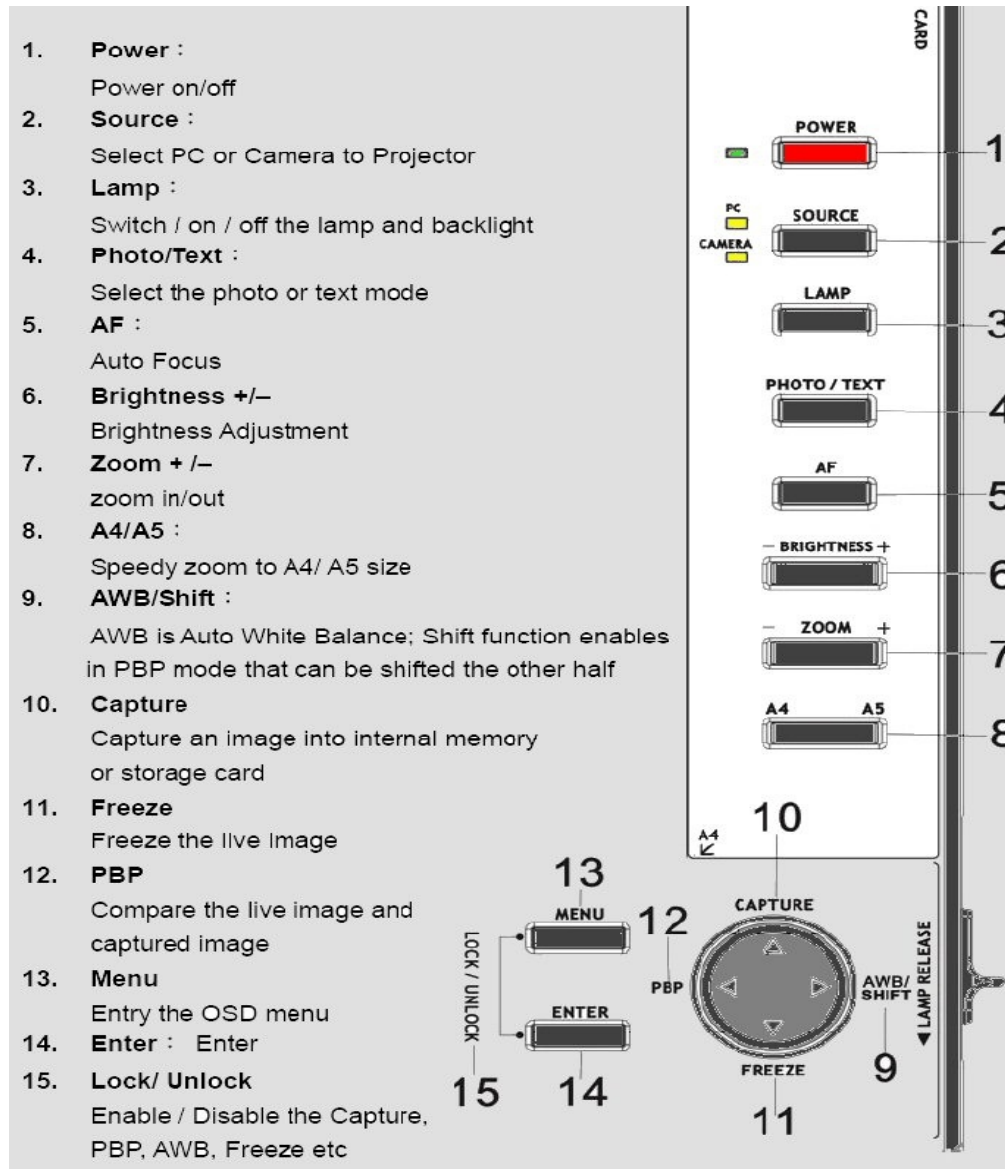
2. Connect the sound for the computer via volume Input/Output jack.

**Tip:** Ensure your computer is using appropriate output by selecting the function CRT/LCD key on your laptop.

## Using the Document Camera:

1. Make sure Document camera is plugged in and turned on.
2. Raise the DCAM lamps and DCAM camera (Use button located at the base of camera arm to release).
3. Adjust document so it is appropriately viewable on the screen.

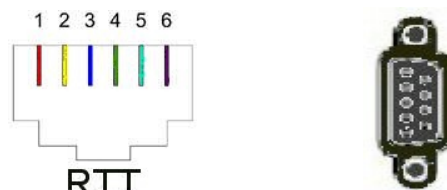
### DCAM Controls



### Using Realtime Connection:

1. Connect Computer via Realtime connector located in the block box on floor labeled RTT.

**Note:** Please contact your CRD one week in advance to have a certified **Real Time** Court Reporter.



**Questions/Comments? Please call the Help Desk at (315) -234-8500**