

AO 5073-2 Courtroom Technology

Parties who intend to use audio and/or visual equipment or technology in the courtroom, including but not limited to videoconferencing and evidence presentation systems, shall be prepared to operate such systems without the assistance of the clerk's office staff. At a minimum, parties using courtroom audio and/or visual equipment shall (a) review materials on the courtroom technology page of the court's website; (b) make arrangements with the clerk's office no later than five (5) days prior to the hearing/trial if they would like to train on or otherwise become familiar with the court's systems; (c) supply the necessary cables to connect personal laptops to the court's evidence presentation system; and (d) perform a virus check on any media they intend to access on court provided computers.