

UNITED STATES DISTRICT COURT
DISTRICT OF MAINE

ELECTRONIC EVIDENCE PRESENTER

The United States District Court for the District of Maine has audio/visual equipment available for attorneys to use in trial. The visual presenter is a video capture system that can be used to display the images of exhibits (documents, photographs, negatives, objects, x-rays, transparencies, etc.) to a large screen in the courtroom via a projector, permitting the judge, attorneys, witnesses and jury to view the images at the same time. It also allows the operator to zoom in on the most critical areas of the exhibit in detail.

RESERVING THE ELECTRONIC EVIDENCE PRESENTER

- Reservations for the electronic evidence presenter should be made two weeks in advance of its use. To reserve the equipment contact:
 - Bangor – Don Marshall at (207) 945-0575
 - Portland – Robert Guptill at (207) 780-3356
- When reserving the presenter, be prepared to give the following information: your name, address and telephone number; and the case name and number.
- Mr. Marshall and Mr. Guptill will be available to conduct twenty-minute training sessions for attorneys who desire to learn to operate the equipment. Contact them to schedule a training session.

General Information Concerning the Equipment

A complete evidence presenter unit consists of a cart containing one visual presenter, one VCR (VHS format) and one projector. In addition to the video capture and video cassette player features, this system also allows attorneys to use a laptop for presentation of evidence using PowerPoint or other presentation software. (Attorneys shall provide their own technical assistance in preparing the laptop evidence presentation. The court is not responsible for troubleshooting compatibility problems.)

For your convenience, the presenter will be set up in and removed from the courtroom by the systems staff of the clerk's office. None of the equipment is to be moved or unplugged once it is set up. In the event of an equipment malfunction, do not attempt to troubleshoot the problem. Contact the case manager, who will contact a member of the systems staff.