

Questionnaire on the Use of Courtroom Technology in the Federal District Courts

When you are done, please be sure to click "Submit" at the end of the questionnaire to send your answers to us.

- New Submission
- Partial revision: Revised answers to some of the questions are being submitted.
- Complete revision: Revised answers to all of the questions are being submitted.

Contact Information

Please provide us with the following information about you and your district. (● denotes required fields)

- a. Name:
- b. Position with Court: please specify if other:
- c. Work phone:
- d. Fax:
- e. E-Mail:
- f. District:
- g. How many courtrooms in your district are used by district or magistrate judges?

- h. For how many of these courtrooms are you answering the survey questions?

- i. If you are not answering the survey questions for all the courtrooms used by district or magistrate judges in your district, please describe for which courtrooms you are responding (e.g., those in one of two court locations) and identify who else will be responding.











- j. Earlier this year, the Administrative Office of the United States Courts announced the implementation of an on-line inventory of federal courtrooms (for more information, see <http://156.132.45.22/bcastpdf/ofsa14.pdf>). Below please enter the on-line inventory ID number of each courtroom for which you are providing information in this survey. Also, if your district has not already done so, please update the AO on-line inventory as soon as possible.

Courtroom Technology

1. Listed below are a number of technologies that can be permanently installed in courtrooms, shared between courtrooms, or brought into the courtroom by attorneys. For each technology, please indicate (1) in how many of your district's courtrooms, if any, the following technology is permanently installed; (2) whether the technology is shared between courtrooms and if so, the number of courtrooms with access to the shared equipment; and (3) finally, whether attorneys have brought any of the equipment into a courtroom within the past twelve months. We understand that your district most likely does not keep a record of when attorneys bring equipment into the courtroom; your best estimate in response to the third question is sufficient.

If you are unclear about the definition of a listed technology, you may click on any underlined term in blue for an explanation. You may also want to consult Part One of *Effective Use of Courtroom Technology: A Judge's Guide to Pretrial and Trial* (FJC 2001), which is available on the FJC home page at <http://jnet.fjc.dcn:8081> or <http://156.132.47.230:8081>.

Please use the comment area for this question if you need to explain any of your answers.

	In how many courtrooms is the technology permanently installed?	How many courtrooms have shared access to the technology?	Have attorneys brought any of the technology into the courtroom within the past 12 months?
Evidence Camera	<input type="text"/>	<input type="text"/>	SELECT 
Wiring to Connect Laptop Computer for Evidence Retrieval and Presentation	<input type="text"/>	<input type="text"/>	SELECT 
Laptop Computer for Evidence Retrieval and Presentation	<input type="text"/>	<input type="text"/>	SELECT 
Desktop Computer for Evidence Retrieval and Presentation	<input type="text"/>	<input type="text"/>	SELECT 
Monitors Built into the Jury Box	<input type="text"/>	<input type="text"/>	SELECT 
CRT Monitor(s) Outside the Jury Box for Juror Viewing of Evidence	<input type="text"/>	<input type="text"/>	SELECT 
Plasma Monitor(s) Outside the Jury Box for Viewing of Evidence by Jurors (and perhaps by other trial participants as well)	<input type="text"/>	<input type="text"/>	SELECT 
Other Type of Digital Monitor(s) Outside the Jury Box for Juror Viewing of Evidence	<input type="text"/>	<input type="text"/>	SELECT 
LCD or Other Type of Digital Monitor at the Bench	<input type="text"/>	<input type="text"/>	SELECT 
LCD or Other Type of Digital Monitor at the Witness Stand	<input type="text"/>	<input type="text"/>	SELECT 

LCD or Other Type of Digital Monitor at Counsel Tables or at a Lectern	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Digital Projector and Projection Screen	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Monitors or Screens Specifically Targeted for Audience Viewers	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Color Video Printer	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Annotation Equipment (e.g., touch screen, light pen, or telestrator)	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Sound (Audio) Reinforcement System	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Noise Masking	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Signaling System	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Time Over Lights	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Telephone Interpreting System	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Infrared Interpreting Systems	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Kill Switch and Control System	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Scanner	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Electronic Whiteboard	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Integrated Lectern	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Audioconferencing Equipment	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Videoconferencing Equipment	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Control Room (Hub-based) Support for Videoconferencing	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Echo Cancellation System Used with Videoconferencing	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
ISDN Telephone Lines for Videoconferencing	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Real-time Software for Use by a Real-time Court Reporter	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Real-time Transcript Viewer Annotation System for Judge and/or Attorneys	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Digital Audio Recording	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾
Internet Connections for Lawyers	<input type="checkbox"/>	<input type="checkbox"/>	SELECT ▾

Wireless Technology other than Wireless Microphones (Please describe in the comment section for this question.)	<input type="text"/>	<input type="text"/>	SELECT ▾
Analog Audiotape Player	<input type="text"/>	<input type="text"/>	SELECT ▾
Analog Videotape Player	<input type="text"/>	<input type="text"/>	SELECT ▾
Laser Disk Player (used for large platters that preceded high-capacity CDs)	<input type="text"/>	<input type="text"/>	SELECT ▾
Traditional Slide Projector	<input type="text"/>	<input type="text"/>	SELECT ▾
Overhead Projector	<input type="text"/>	<input type="text"/>	SELECT ▾
Television Set	<input type="text"/>	<input type="text"/>	SELECT ▾

Comments regarding Question 1:

2. In approximately how many trials and evidentiary hearings has each of the following technologies been used during the past 12 months? In approximately how many other hearings and non-ceremonial court proceedings has each of the following technologies been used during the past 12 months? We understand that your district most likely does not keep a record of how often equipment is used. Your best estimate is sufficient. (Please enter a “0” if the technology has not been used or “can’t say” if you cannot provide an estimate.)

Please use the comment area for this question if you need to explain any of your answers.

	In approximately how many trials and evidentiary hearings has each of the following technologies been used during the past 12 months?	In approximately how many other hearings and court proceedings has each of the following technologies been used during the past 12 months?
Evidence Camera	<input type="text"/>	<input type="text"/>
Computer and Monitor or Screen for Evidence Retrieval and Presentation	<input type="text"/>	<input type="text"/>
Color Video Printer	<input type="text"/>	<input type="text"/>
Annotation Equipment (e.g., touch screen, light pen, or telestrator)	<input type="text"/>	<input type="text"/>

Telephone Interpreting System	<input type="text"/>	<input type="text"/>
Infrared Interpreting Systems	<input type="text"/>	<input type="text"/>
Audio-conferencing Equipment	<input type="text"/>	<input type="text"/>
Videoconferencing Equipment	<input type="text"/>	<input type="text"/>
Real-time Software for Use by a Real-time Court Reporter	<input type="text"/>	<input type="text"/>
Real-time Transcript Viewer Annotation System for Judge and/or Attorneys	<input type="text"/>	<input type="text"/>
Digital Audio Recording	<input type="text"/>	<input type="text"/>

Comments regarding Question 2:

3. We are also interested in the technology in the ancillary spaces in your courthouse. Please indicate whether an audio system, audio feed, video-conferencing equipment and video-presentation equipment are available in the spaces listed below. If video-conferencing and presentation equipment are available in any of the spaces, please indicate whether it is permanently installed or shared with other spaces. If you need to explain your answer, please use the comment section for this question.

	Is the technology available?
AUDIO SYSTEM	
Grand Jury Room	SELECT <input type="button" value="v"/>
Jury Assembly	SELECT <input type="button" value="v"/>
Other (please specify: <input type="text"/>)	
AUDIO FEEDS	
Attorney/Client Rooms	SELECT <input type="button" value="v"/>
Prisoner Holding Area	SELECT <input type="button" value="v"/>
Law Clerk Office	SELECT <input type="button" value="v"/>
Remote Witness Room	SELECT <input type="button" value="v"/>
One or More Chambers	SELECT <input type="button" value="v"/>
Other (please specify: <input type="text"/>)	
VIDEO PRESENTATION EQUIPMENT	
Jury Assembly Room	

	SELECT
Jury Deliberation Room	SELECT
Training Room	SELECT
Video Control Room	SELECT
Other (please specify: <input type="text"/>)	
VIDEOCONFERENCING EQUIPMENT	
Judge's Conference Room	SELECT
Other Conference Room	SELECT
Training Room	SELECT
Overflow Area for Courtroom	SELECT
Other (please specify: <input type="text"/>)	

Comments regarding Question 3:

Staffing for Courtroom Technology

4. Does your court have any full time employees whose primary responsibility is to assist with courtroom technology? If so, how many such employees does your court have?

SELECT

Comments regarding Question 4:

Training Programs for Courtroom Technology Users

Please indicate the types of training on courtroom technology used by your court and answer any corresponding questions about that training. If you need to explain any of your answers, please use the comment section at the end of this set of questions.

5b. Does your court provide an orientation program to familiarize court staff and attorneys with the

equipment and how it can be used during a court proceeding?

SELECT ▼

If Yes:

5c. What instructional methods are used during the program? Please check all that apply.

- Lecture
- Demonstration
- Mock Court Proceeding
- Can't Say
- Other (please specify)

5d. What types of instructional materials are provided at an orientation program or otherwise made available to court staff and attorneys? Please check all that apply.

- Paper Handouts
- CDs
- Internet Webpage
- Videotapes
- Can't Say
- Other (please specify)

5e. Does your court provide operator training to prepare court staff and attorneys to operate and maintain those systems they will be using during a court proceeding? SELECT ▼

If Yes:

5f. Please indicate the type of training that is provided. Please check all that apply.

- Hands-on session after the basic orientation program
- Practice sessions before a scheduled court proceeding
- Can't Say
- Other (please specify)

5g. Who provides this training?

SELECT ▼

5h. Did the installer of the technology provide basic training to familiarize key court staff with the technology and how it works? SELECT ▼

5i. Did the installer of the technology provide advanced training to provide detailed information and hands-on practice to a core group of court staff responsible for maintaining the equipment, troubleshooting, and training others to operate the equipment? SELECT ▼

Comments regarding Question 5b-5i



Funding, Procurement, and Maintenance of Courtroom Technology

This section asks several questions about the funding, procurement, and maintenance of courtroom technology. If you need to explain any of your answers, please use the comment section at the end of this set of questions.

5j. How did your district fund the technology in the courtrooms about which you are providing information in this survey?

The technology was funded using (check all that apply):

- Central funds
- Local funds
- Circuit funds
- Can't Say

5k. How did your district procure the technology in the courtrooms about which you are providing information in this survey?

The technology was procured (check all that apply):

- Locally using local procurement authority
- Locally using GSA Schedules
- Locally using the PMD Delegation Program
- Centrally
- Can't Say

5l. How does your district procure the maintenance for the audiovisual equipment in the courtrooms about which you are providing information in this survey?

- Through a local vendor
- Through a nationwide vendor
- Court staff
- Other
- Can't Say

5m. How much does your court spend annually for the maintenance of audiovisual equipment in the

courtrooms about which you are providing information in this survey?

- Does not exceed \$2500
- Does not exceed \$10000
- Does not exceed \$25000
- Exceeds \$25000
- Can't Say

5n. With what funds does your district maintain the technology in the courtrooms about which you are providing information in this survey?

- Central funds
- Local funds
- Mixed funds
- Can't Say

5o. How satisfied is your district with the services of the maintenance provider?

- Very satisfied
- Moderately satisfied
- Moderately dissatisfied
- Very dissatisfied
- Can't Say

Comments regarding Question 5j, 5k, 5l, 5m, 5n, and 5o:

Assistive Technology

6. Please indicate whether the following devices are used in any of your courtrooms to assist people with hearing, language, or other impairments. Please use the comment area for this question if you need to explain any of your answers.

	Is the Device Used?
Infrared hearing assistance devices	SELECT ▼
Radio frequency hearing assistance devices	SELECT ▼

Telephone interpreting system	SELECT ▾
Infrared interpreting system	SELECT ▾
TDD device	SELECT ▾
Braille readers	SELECT ▾
Real-time transcription for providing assistance to the hearing impaired	SELECT ▾
Special handicap access jury spaces (in jury room and/or jury box)	SELECT ▾
Other (Please describe)	<input type="text"/>

Comments regarding Question 6:

Jury Room Technology

7. For each item below, please indicate whether jurors take the item into the jury deliberations room as a matter of course, whether it is available to jurors upon request, or whether it is never available to jurors. Also, indicate whether party consent is required before each item is made available to jurors. If the practice varies by judge, please select the option that describes the most common practice and use the comment section to explain how the practice differs among judges.

Please answer this question for both trials in which technology is used and trials in which technology is not used.

	What, if any, access do jurors have?	Is party consent required for juror access?
Documentary evidence (e.g., papers, photographs) and non-sensitive physical evidence (e.g., clothing, paint chips)	SELECT ▾	SELECT ▾
Sensitive physical evidence such as weapons and drugs.	SELECT ▾	SELECT ▾
Illustrative aids, not	SELECT ▾	SELECT ▾

admitted as evidence		
One set of written jury instructions	SELECT	SELECT
Individual sets of written jury instructions for each juror	SELECT	SELECT
Equipment to view evidence and exhibits	SELECT	SELECT
Calculators	SELECT	SELECT
Notes taken by jurors during trial	SELECT	SELECT
Worksheets/index for reference to evidence/exhibits	SELECT	SELECT

Comment regarding Question 7:

8. In trials in which technology is used to present evidence, how do jurors usually view the evidence during deliberations? If the practice varies by judge, please select the option that describes the most common practice and use the comment section to explain how the practice differs among judges.




- They view most evidence in physical form in the jury room (e.g.; actual paper documents; photographs; physical objects); but are brought back into the courtroom to view/hear evidence such as videotapes and audiotapes and perhaps also to view certain types of physical evidence such as drugs and guns.
- They view most evidence in physical form in the jury room (e.g.; actual paper documents; photographs; physical objects); but view and hear evidence such as videotapes and audiotapes using equipment in the jury deliberation room.
- They view most evidence using equipment in the jury deliberation room.
- Jurors are brought back to the courtroom when they ask to view evidence.
- Can't say.
- Other (Please describe)

Comment regarding Question 8:

	<input type="button" value="↑"/> <input type="button" value="↓"/>
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9. Please indicate whether the following types of equipment and technology are available as needed for juror use during deliberations. Please use the comment area for this question if you need to explain any of your answers.

	Available to Jurors?
Pen/pencil and paper	SELECT <input type="button" value="↓"/>
Calculators	SELECT <input type="button" value="↓"/>
Chalk boards	SELECT <input type="button" value="↓"/>
Paper flip charts	SELECT <input type="button" value="↓"/>
Analog audiotape player	SELECT <input type="button" value="↓"/>
Analog videotape player	SELECT <input type="button" value="↓"/>
Laser disk player	SELECT <input type="button" value="↓"/>
Traditional slide projector	SELECT <input type="button" value="↓"/>
Overhead projector	SELECT <input type="button" value="↓"/>
Television	SELECT <input type="button" value="↓"/>
Copy machine	SELECT <input type="button" value="↓"/>
Scanner	SELECT <input type="button" value="↓"/>
Laptop or desktop computer for making calculations of, for example, damages	SELECT <input type="button" value="↓"/>
Evidence camera	SELECT <input type="button" value="↓"/>
Laptop or desktop computer for evidence retrieval and viewing	SELECT <input type="button" value="↓"/>
Digital monitors for use by group of jurors (CRT, LCD, or plasma monitors)	SELECT <input type="button" value="↓"/>
Individual monitors for juror viewing of evidence	SELECT <input type="button" value="↓"/>
Digital projector and projection screen	SELECT <input type="button" value="↓"/>
Color video printer	SELECT <input type="button" value="↓"/>
Other printer attached to computer	SELECT <input type="button" value="↓"/>
Annotation equipment (e.g., touch screen, light pen, or telestrator)	SELECT <input type="button" value="↓"/>

Electronic whiteboard	SELECT 
Transcripts of court proceedings	SELECT 
Digital audio recording	SELECT 
Other; please describe:	<input type="text"/>

Comment regarding Question 9:

10. When equipment is required to view evidence during jury deliberations, who generally operates the equipment? If the practice varies by judge, please select the option that describes the most common practice and use the comment section to explain how the practice differs among judges.

- Equipment is never used.
 Court personnel assist jurors in operating the equipment.
 Jurors are instructed on equipment operation and are required to operate it themselves.
 Can't say.
 Other (Please describe)

Comment regarding Question 10:

11. What type of technology is most needed in your court, either in the courtroom or in the jury deliberation room?

12. Please provide any additional comment you may have about the subject of this survey.



Thank you for completing this questionnaire. If you have any questions, please contact Beth Wiggins (bwiggins@fjc.gov or 410-367-6315) or George Cort (202-502-4087; gcort@fjc.gov) of the Federal Judicial Center.

S U B M I T