



## Evidence Presentation System

This system is comprised of five components: Digital Projector, Digital Document Camera, VHS Video/DVD player and retractable screen.

**Note: The Judge “With the Remote” has overall master control of the system, including audio and screen.**

**Test and ensure you are familiar with the system before the court session begins**

### Connecting your laptop to the system:

Each table will have an external video connector and audio 1/8” audio jack. The audio jack is wired directly to the court sound system in some courtrooms. The courtrooms without newer sound systems have sound coming out of the hanging projector. Insert the video connector to the external video port typically located on the back of your laptop. The audio jack is inserted into the headphone jack of your laptop.

### Digital Document Camera (with zoom and auto focus) –

Document Camera



Manual Control



The power button is located in the bottom right side of the document bed. Press and hold until the light indicator comes on. The buttons you will be most concerned with will be the “Zoom In”, and “Zoom Out”. These are the two buttons right above the power button. You should not need to use the focus buttons.

**\*\*MAKE SURE PROJECTOR IS SET TO INPUT RGB1 FOR BOTH DOCUMENT CAMERA AND LAPTOP USAGE\*\***

To turn off the camera, press and hold the power button until the light indicator turns off.

**\*\*PLEASE NOTE—WHEN THE DOCUMENT CAMERA IS ON, NO COMPUTERS CAN BE DISPLAYED\*\***

## VHS VCR/DVD –



This is a standard VCR/DVD player, and also plays most audio CD's. A wireless remote is provided to control playback. **\*\*THE JUDGE NEEDS TO GRANT ACCESS TO DISPLAY DVD/VCR ON THE SCREEN\*\***

**\*\*TO USE DVD/VCR, MAKE SURE PROJECTOR INPUT IS SET TO VIDEO\*\***

## Using Your Laptop – **\*\*Projector Must be on RGB1\*\***

Everything displayed on your laptop monitor will be visible on the screen via the digital projector. As two computers may be connected, it is important to note that **THE PC CONNECTED TO INPUT #1 WILL HAVE PRIORITY OVER BOTH LAPTOPS. MEANING THAT IF THAT LAPTOP IS PUSHING OUT A SIGNAL, THEN THAT ONE WILL BE DISPLAYED. IF CONNECTION #2 WANTS TO BE DISPLAYED, THE #1 MUST BE TURNED OFF OR DISCONNECTED.** Refer to your user manual on how to stop the signal (these are different on all laptops). If you are unsure, you can disconnect the video connection from the back of your laptop.

**\*\*REMEMBER TO HAVE A VGA SIGNAL PUSHING OUT FROM YOUR LAPTOP\*\***

## Troubleshooting –

All equipment should be connected to a power source when you arrive in the courtroom. Should a component not power on (excluding the digital projector), ensure the power cable is securely connected to the power source located at the front of the table. If it still will not power on, notify anyone on the court staff so they can call for support.