

## **TRAINING**

*Training is required to receive the greatest benefit from the available technology. We recommend training be done as early as possible to avoid any compatibility problems. If there are special technical requirements, please let us know when scheduling your training appointment. Training appointments must be made in advance of the trial date.*

### **To arrange your training please contact:**

*Automation Helpdesk :*

*landml\_IT\_Staff@iand.uscourts.gov*

*Or the*

*Judge's Judicial Assistant*

*Please provide the following:*

- *Presiding Judge*
- *Case Number*
- *Your contact information*
  - Name*
  - Phone number*
  - E-mail address*

## **Iowa Northern District Judges**

*Chief Judge Linda R. Reade*

*District Judge Leonard T. Strand*

*Senior Judge Mark W. Bennett*

*Senior Judge Edward J. McManus*

*Chief Magistrate Judge Jon S. Scoles*

*Magistrate Judge C.J. Williams*

## **More Information About The Northern District of Iowa Can Be Found on Our Website:**

**[www.iand.uscourts.gov](http://www.iand.uscourts.gov)**

### **Also by Contacting:**

**U.S. District Court  
Office of the Clerk  
111 Seventh Avenue SE  
Cedar Rapids, Iowa 52401  
319-286-2300**

**August 2016**



**US District Court  
for the  
Northern District of Iowa**

**United States  
District Courtroom  
Cedar Rapids, Iowa**

**The Honorable  
Linda R. Reade  
Chief Judge  
United States District Court**



## Courtroom 1, 2, 3, and 4 Cedar Rapids, Iowa

This brochure provides an overview of the components available in the 2nd floor courtroom. For more information please visit [www.iand.uscourts.gov](http://www.iand.uscourts.gov). The equipment currently available includes:

- **Projector** - has a brightness classification of 2K resolution (2048x 1080). The projector is used to display evidence from many sources.
- **Touch Panels** - is located on the attorney tables .



Touch Panels

- **Digital Document Camera** - is located on the attorney tables.



- **Annotation Monitors** - Enabling witnesses and counsel to draw, point and highlight any exhibit being presented.
- **Listening Assistance System** - supports two channels - channel 1 for the remote and in-room interpreter, channel 2 for hearing impaired.
- **55" LCD Display Monitor** - all images displayed on the large projection screen are also displayed on the LCD monitor.

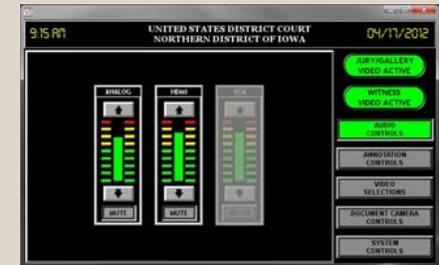
- **Real-time Court Reporter** - connections at the attorney tables, Judge's bench and courtroom clerk station.
- **In-Courtroom Interpreter Headset** - connection at the defense table, witness and clerk's station, each will be heard on channel 1 of the listening assistance system.
- **Telephonic Interpreter Phone with Headset** - used to connect a telephonic interpreter to the defendant or witness during court proceedings.
- **Lapel Microphones** - give attorneys freedom of movement in the courtroom.
- **FTR Digital Recording** - records audio information from the courtroom including in-courtroom interpreters and telephonic interpreting.
- **Enhanced Lighting Controls**- allow us to dim lights over document camera and projection screen to improve overall image quality.
- **Attorney "Smart Tables"**- containing accessible connections for HDMI with Audio and VGA with audio.



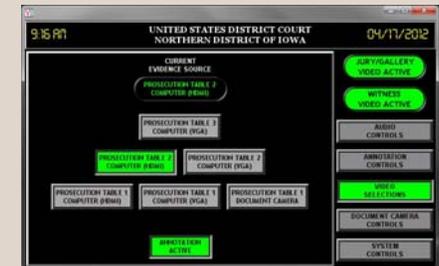
Laptop/PC Connections

- **Laptop/PC Connections** for display of evidence or PowerPoint from two attorney tables and witness (HDMI and VGA), Judge's Bench, law clerk and clerk's station with (HDMI).
- **Side Bar Defendant Headset**—provides audio output of the conversation being conducted at sidebar, allowing the defendant to remain seated.
- **Courtroom Teleconferencing** - capability from the courtroom audio system.
- **Video Conferencing Capability** - ability to set up and conduct a video conference location

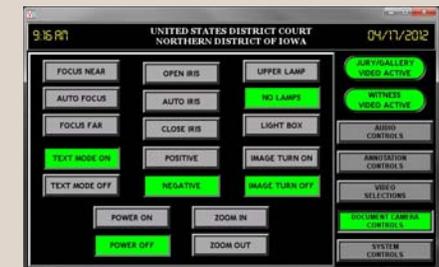
- **Touch Panel Menus** - at the attorney Tables - samples include:



Audio Control



Video Selections



Document Camera Controls

### VIDEO CONFERENCE REQUIREMENTS:

*Please contact the Judge's chambers at least two weeks prior to trial to get the Judge's approval. Once approved, complete an External End-Point Certification sheet so a connection test can be done prior to trial.*

### LAPTOP PRESENTATION REQUIREMENTS:

Judge's in the Iowa Northern District require that laptops, iPads, and Android devices be tested at least one week prior to trial by contacting a member of the Automation Staff. [iandml.IT.Staff@iand.uscourts.gov](mailto:iandml.IT.Staff@iand.uscourts.gov) Laptops are the most flexible method to present DVD recorded evidence and PowerPoint shows in the courtroom.