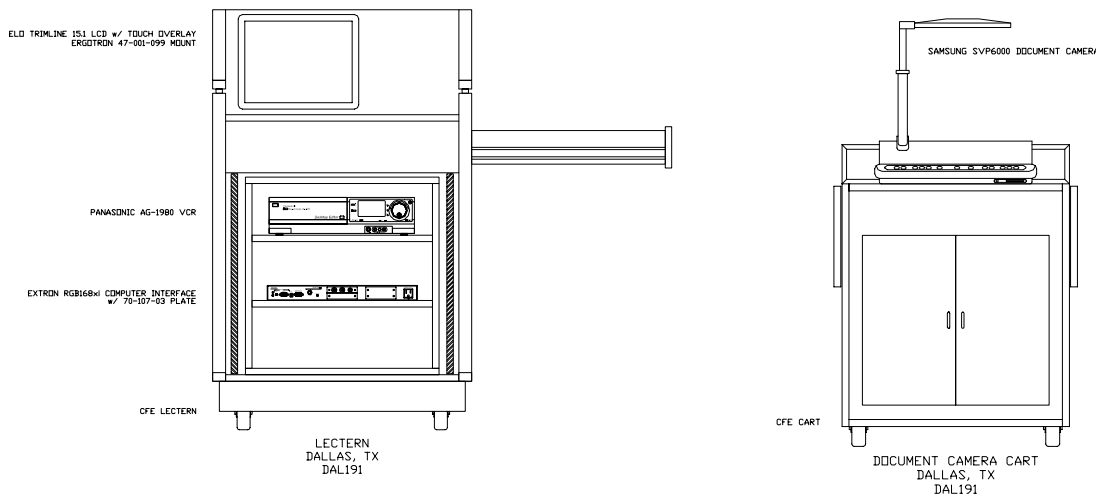# VISUAL PRESENTATION CART

VISUAL PRESENTATION CART EQUIPMENT AND TOUCH PANEL INSTRUCTIONS

The following pages detail your Visual Presentation Cart and all equipment contained with the Cart. For further details on any single piece of equipment, please consult your *Maintenance Manual.*

INTRODUCTION

LECTERN
DALLAS, TX
DAL191

DOCUMENT CAMERA CART
DALLAS, TX
DAL191

Your **VISUAL PRESENTATION CART** (VP Cart) is the center of your visual evidence presentation system. It houses the VCR, computer interface, and the annotation monitor. A separate cart contains a document camera which connects to the main cart via a side mounted interface plate. See the plate section for further details on these connections.

The following sections explain the use of this equipment in detail. The Visual Presentation Cart contains the video sources, while the monitors are your display devices.

The Judge, Clerk and VP Cart control panels must be used in conjunction with the visual presentation equipment. Please refer to the respective sections to learn how to operate these screens.

ADDING A LAPTOP
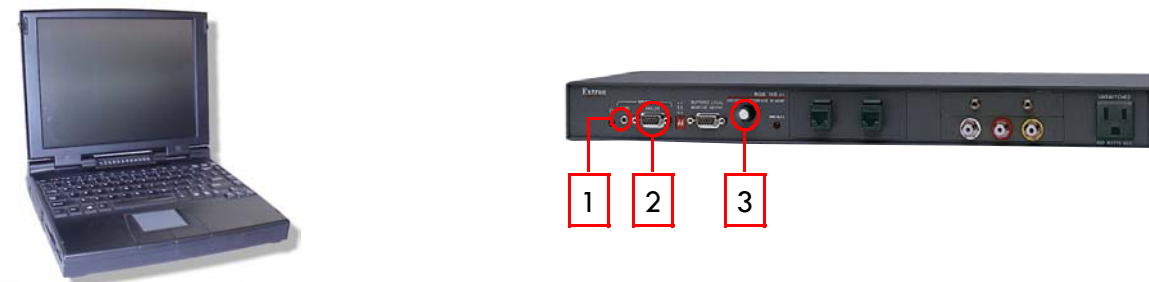
There is a computer interface located in the presentation cart. Connect a laptop to the VP Cart by plugging one end of a standard VGA cable into the interface connector labeled *input* (#2). Connect the other end of the cable to your laptop's monitor output connector. (This connector should be a male 15-pin type connector located on the rear of the laptop.)

If your presentation has audio, connect one end of a standard 3.5mm audio cable to the connector labeled *audio (#1)* located on the faceplate of the interface. Plug the other end of the cable into the headphone connector of your laptop. You may have to adjust the internal volume of the laptop and make sure you do not have the laptop audio in the mute mode. (Consult the manufacturer's documentation regarding operation of your laptop.)

If your image is not centered, use the horizontal shift control (#3) to adjust the position of your image.

To display your computer on the courtroom display devices, select LAPTOP on the **VIDEO SOURCE PAGE** of the Judge, Clerk or VP Cart Control Panel.
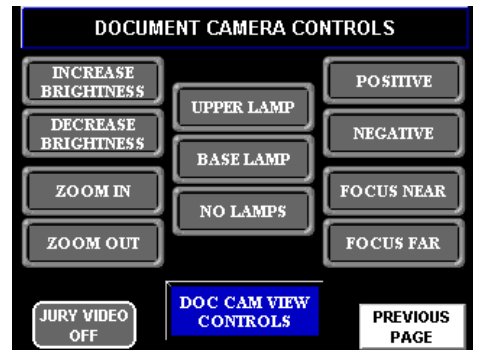
MAIN MENU
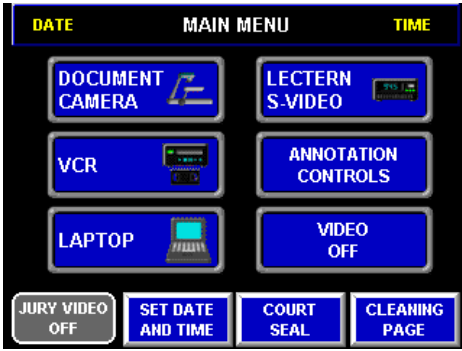
The **MAIN MENU PAGE** allows quick access to all control functions in your system. When your system starts up or is reset, the first screen will be the Logo Page, displaying the Court Seal. Pressing anywhere on this page will take you to the **Main Menu**.

The **MAIN MENU** page allows quick access to all control functions in your system.

DOCUMENT CAMERA CONTROLS

INCREASE BRIGHTNESS- Press this button if you need more light.

DECREASE BRIGHTNESS- Press this button if you need less light.

ZOOM IN- Press this button to zoom in on a small portion of the object you wish to view.

ZOOM OUT- Press this button to zoom in on a large portion of the object you wish to view.

UPPER LAMP- Press this button to turn on the document camera's upper lamps.

BASE LAMP- Press this button to turn on the lamp in the document bed of the document camera. (This is used primary for viewing X-rays)

NO LAMPS- Press this button to turn off both the upper and lower document camera lamps.

POSITIVE- Press this button see your object in a positive view.

NEGATIVE- Press this button see your object in a negative view.

**FOCUS NEAR-** Press this button to focus the camera lens.

FOCUS FAR- Press this button to focus the camera lens.

JURY VIDEO ON/OFF- This indicates the current on/off status of video sent to the jury monitors.

DOC CAM VIEW CONTROLS- Press this button to go to the Doc Cam View Controls (detailed on the next page).

PREVIOUS- Press this button to return to the previously selected touch panel page.

DOCUMENT CAMERA VIEW CONTROLS
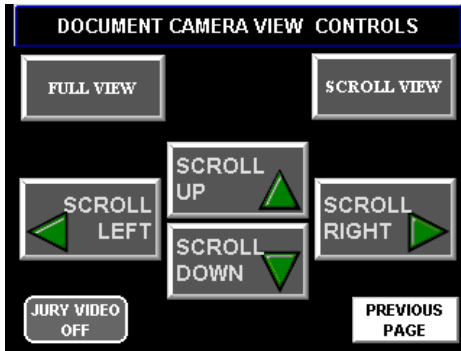
SCROLL UP– Press this button to scroll up the object you wish to view. This button will automatically put the document camera in scroll mode and turn on the SCROLL MODE button.)

SCROLL DOWN– Press this button to scroll down the object you wish to view. This button will automatically put the document camera in scroll mode and turn on the SCROLL MODE button.)

SCROLL LEFT– Press this button to scroll to the left of the object you wish to view. This button will automatically put the document camera in scroll mode and turn on the SCROLL MODE button.)

SCROLL RIGHT– Press this button to scroll to the right of the object you wish to view (This button will automatically put the document camera in scroll mode and turn on the SCROLL MODE button.)

SCROLL VIEW– Pressing this button displays a smaller portion of the image you wish to view but will allow the directional scroll buttons to function.

FULL VIEW– Pressing this button displays a larger portion of the image you wish to view but the directional scroll buttons will **not** function.

PREVIOUS PAGE– Press this button to return to the previously selected touch panel page.

VCR CONTROLS
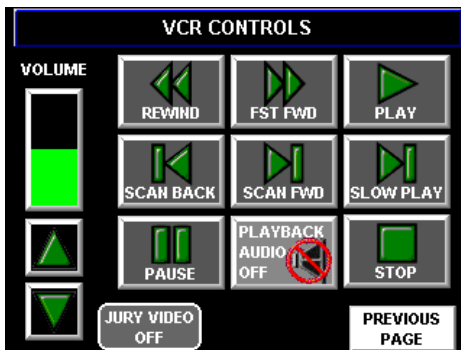
These buttons function as normal VCR controls. (*Play*, *Stop*, *Pause*, et cetera.)

SCAN BACK and **SCAN FORWARD-** These buttons allow you to scan back or forward at a rapid pace while still viewing the video.

SLOW PLAY- This button plays the video in slow motion.

POWER- This button turns on the VCR.

VOLUME UP/DOWN- These volume buttons allow you to control the volume level of auxiliary sources such as laptops or VCR's. The current volume level is shown on the Bar-graph display.

PLAYBACK AUDIO OFF- This button turns on/off audio from any auxiliary audio sources.

JURY VIDEO ON/OFF- This indicates the current on/off status of video sent to the jury monitors.

PREVIOUS PAGE- Press this button to return to the previously selected touch panel page.

PRINTER CONTROLS
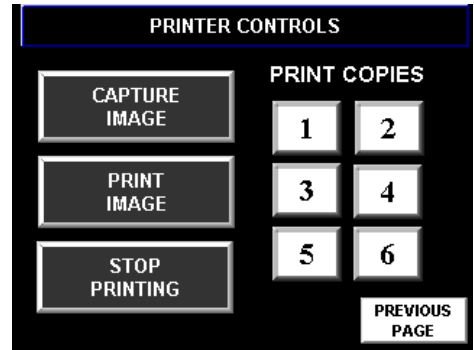
CAPTURE IMAGE– Press this button to store a single frame of any of the currently selected video sources in the printer's memory.

PRINT IMAGE– Push this button to print the captured image that is stored in the printer's memory. (The system defaults to printing one copy, but this can be changed at any time. See Print Copies.)

STOP PRINTING– This button functions only when multiple copies have been selected. This will not stop the current print, but will stop any subsequent prints.

PRINT COPIES– Select the number of copies you wish to print, before selecting '*Print Image*.'

See your *Maintenance Manual* for information on maintenance of your video printer.

ANNOTATION CONTROLS
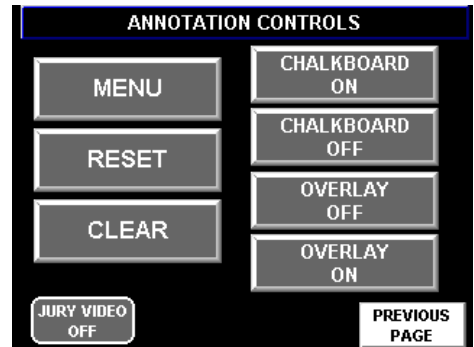
CHALKBOARD ON/OFF- These buttons turn the Chalkboard on/off. When the chalkboard is on, the monitors display a solid blue background and you annotate as if you were drawing on a chalkboard. When the chalkboard is off, whatever video source is selected will be displayed on the monitors and annotation is done on top of the displayed image.

Important Note: If the chalkboard is off and no video source is present, the annotation system will automatically switch to the chalkboard mode.

OVERLAY ON- These buttons turn the Overlay on/off. When the overlay button is on, you will be able to see the annotations you create on top of the selected video image. When the overlay is off, the annotation is not visible. Turning off the overlay button does not remove any previously created annotations; it just hides them. (Use the clear button on the annotation tablet or witness touch screen LCD to clear previously created annotations. See page 42 for details regarding these devices.)

MENU- Press this button to display a list of selections that includes annotation color, line width, pointer type, remote control options, monitor type and touch screen calibration.

Please consult the *Pointmaker PVI-83 User's Manual* included in the maintenance binder for detailed information on these items.

RESET- This button resets the annotation system and re-detects any annotation devices connected to the system.

Important Note: If any annotation device is disconnected and then reconnected, the annotation system will not communicate with the device until the system is reset.

PREVIOUS PAGE– This button returns you to the **MAIN MENU**.

JURY VIDEO ON/OFF– This button returns you to the **MAIN MENU**.

CLEANING PAGE

When you need to clean your touch panel, open this page via the *Auxiliary Control Page*. Use a **lightly damp facial tissue (no cloth or paper towels)** to wipe the screen gently, then remove any excess moisture with a dry tissue. Return to the **MAIN MENU** when done by pressing the small button in the bottom right corner.

To avoid the need for cleaning, please use the supplied **marker pen** to activate the Touch Screen Controller. It is stored on the base of each controller, behind the screen. This will allow the screen to remain free of fingerprints and smudges.

VCR

Panasonic AG 1980

The VCR allows you to play a videotape and display it on all of the courtroom monitors. This piece of equipment is located within the Visual Presentation Cart.

Follow these steps for use:
- Turn power on. (The power switch is located on the upper left side of the front panel.)
- Insert the VCR tape.
- Choose VCR on the *Video Source Page* of the Judge or Clerk control panel.
- Press the button labeled "VCR" on the ELMO.
- Press PLAY on the remote control pop-up window on the control panel, or use the handheld remote control.
- Use the controls on the remote control pop-up window or on the handheld remote control to adjust the portion of the tape you want to view (i.e. pause, fast forward, rewind, etc.) Use the SCAN REV and SCAN FWD buttons to view the video while rewinding or forwarding, respectively.

DOCUMENT CAMERA

Samsung SVP 6000

The document camera ("ELMO") allows any item(s) placed on its display surface to be viewed on the courtroom monitors. The document camera is located on the top of the Visual Presentation Cart. You can use the document camera to display virtually anything: 3-D objects, transparent sheets, slides, and opaque presentation materials. You can choose a black-and-white display for more clarity, or the color display. There is a negative/positive switch used for items such as X-rays.

There are several push buttons located on the front side of this device. These buttons allow you to make adjustments to the video output of the camera and to select the type of lighting you want to use. All buttons are labeled and their functions are self-explanatory.

Follow these steps for use:
- Turn power on.
- Choose Document Camera on the *Video Source Page* of the Judge or Clerk control panel.
- Place the item you wish to view on the bottom center of the unit.
- Turn on either the upper or lower lights (use lower lights if your object is transparent).
- Zoom in or out depending on what portion of the item you want to display.
- Adjust the focus until you have a clear sharp picture.

ANNOTATION MONITOR

ViewSonic VP140 14" LCD Touch-Monitor

The VP Cart has a touch-monitor for annotation. This is easy to use as you simply draw directly on the screen with your finger.
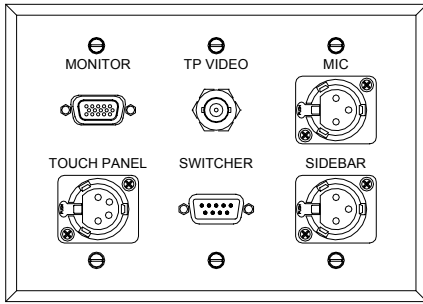
Here are detailed instructions on changing the annotation settings from the touch monitor:

SET COLOR- Touch the lower left corner once with the finger. A square box color will appear in the lower right corner. Touch again to see a new color. To select the color, leave the screen alone, after the color you want is shown.
UNDO MARK- Touch the upper right corner once with the finger. You may repeat this action until all marks are gone.
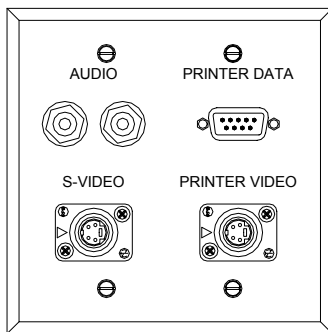**CLEAR ALL-** Touch the lower right corner once with the finger.
**DROP POINTER-** Touch the monitor with your fingertip where you would like to leave a pointer.

MONITOR– Connects the Judge Monitor
TP VIDEO– Connects to the Touch Panel Video Window input
MIC– Connects the Judge microphone
TOUCH PANEL– Connects to the Judge Touch Panel Data/Power port
SWITCHER– Connects to the Judge SW2 video switcher
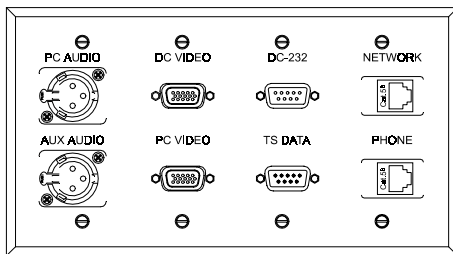**SIDEBAR**– Connects the Judge sidebar microphone

JUDGE PLATE
2 DISTRICT COURTROOMS
DALLAS, TX
DAL904

AUDIO– Connects to an auxiliary audio source
PRINTER DATA– Connects to the video printer data input
S-VIDEO– Connects to an auxiliary S-Video source
PRINTER VIDEO– Connects to the video printer video input

CLERK PLATE #1
2 DISTRICT COURTROOMS
DALLAS, TX
DAL905

SWITCHER– Connects to SW2 video switcher
TP VIDEO- Connects to the Touch Panel Video Window input
MONITOR– Connects to the Clerk monitor
MIC– Connects the Clerk desktop microphone
TOUCH PANEL– Connects to the Clerk Touch Panel Data/Power port
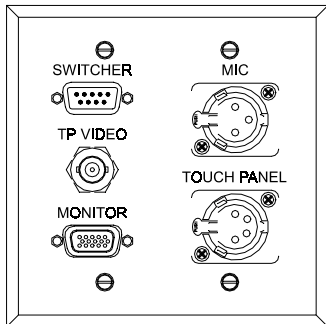
CLERK PLATE #2
2 DISTRICT COURTROOMS
DALLAS, TX
DAL906

PC AUDIO– Connects to the audio output of the RGB168 computer interface
AUX AUDIO– Connects to the aux audio outputs of the RGB168 computer interface
DC VIDEO- Connects to the document camera RGBHV output
PC VIDEO- Connects to the video output of the RGB168 computer interface
DC-232- Connects to the document camera RS232 control input
TS DATA- Connects to the ELO LCD Touch screen data output
NETWORK- Connects to court provided equipment
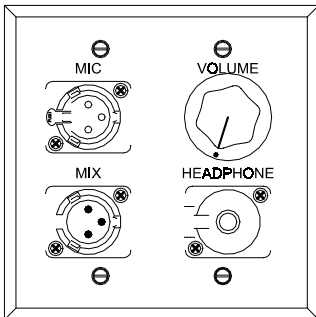**PHONE**- Connects to court provided equipment

LECTERN FLOOR PLATE #1
2 DISTRICT COURTROOMS
DALLAS, TX
DAL901

43

MONITOR– Connects to the Lectern LCD Monitor
VCR I/R– Connects to the lectern VCR IR emitter
AUX S-VID– Connects to the S-Video output of the RGB168 computer interface
VCR S-VID– Connects to the S-Video output of the VCR
**VCR AUD**- Connects to the audio output of the VCR
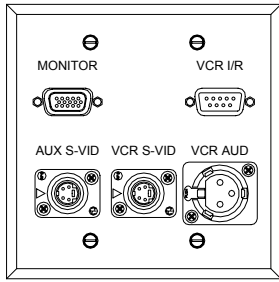
LECTERN FLOOR PLATE #2
2 DISTRICT COURTROOMS
DALLAS, TX
DAL902

MIC– Connects the Lectern Microphone
**TOUCH PANEL**– Connects to the AMX Touch Panel
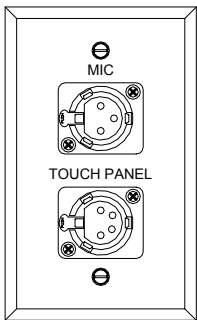
LECTERN FLOOR PLATE #3
2 DISTRICT COURTROOMS
DALLAS, TX
DAL903

MIC– Connects to the Reporter desktop microphone
MIX– Connects to a single channel recording device
VOLUME– Headphone volume adjustment
**HEADPHONE**– Connects to the reporter's headphones

REPORTER PLATE #1
2 DISTRICT COURTROOMS
DALLAS, TX
DAL907

MONITOR– Connects to the jury LCD monitors
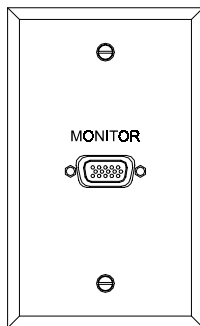
JURY MONITOR PLATE
2 DISTRICT COURTROOMS
DALLAS, TX
DAL914
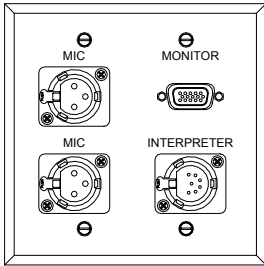
FRONT DEFENSE FLOOR PLATE
2 DISTRICT COURTROOMS
DALLAS, TX
DAL911

MIC– Connects to the Defense table microphone
MONITOR– Connects the Defense RGB568 output
INTERPRETER– Connects to the QTI 1952 interpreter interface
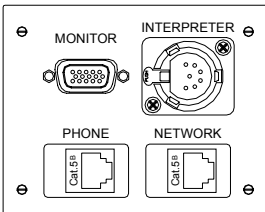
FRONT DEFENSE PLATE FOR RGB568
2 DISTRICT COURTROOMS
DALLAS, TX
DAL910

MONITOR– Connects the Defense table LCD monitor
INTERPRETER- Connects to the QTI 1952 interpreter interface
PHONE- Connects to court provided equipment
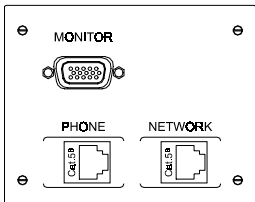**NETWORK**- Connects to court provided equipment

TABLE PLATE #1 FOR RGB568
2 DISTRICT COURTROOMS
DALLAS, TX
DAL912

MONITOR– Connects to the Prosecution table LCD monitor
PHONE- Connects to court provided equipment
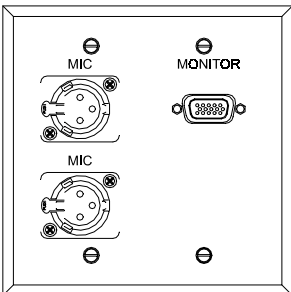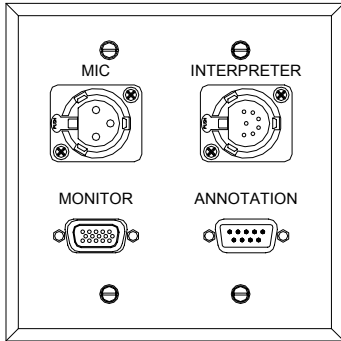**NETWORK**- Connects to court provided equipment

TABLE PLATE #2
2 DISTRICT COURTROOMS
DALLAS, TX
DAL913

MIC– Connects to the Prosecution table microphone
MONITOR- Connects the Prosecution RGB568 output

WITNESS PLATE #1
2 DISTRICT COURTROOMS
DALLAS, TX
DAL908

MIC– Connects to the witness desktop microphone
MONITOR– Connects to LCD monitor
INTERPRETER– Connects to the QTI 1952 interpreter interface
ANNOTATION– Connects to the ELO LCD Touch screen data output

WITNESS A/V– Connects to the witness booth connection plate
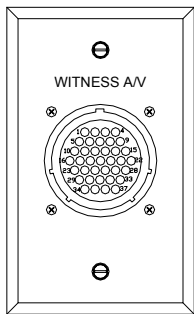
WITNESS PLATE #2
2 DISTRICT COURTROOMS
DALLAS, TX
DAL909