

JERS - BASICS FOR LAWYERS

Introduction

The U.S. District Court for the Eastern District of Washington uses the **Jury Evidence Recording System (JERS)** to allow evidence admitted for a trial to be viewed electronically via touchscreen monitor in the jury deliberation room upon the conclusion of the trial.

What can JERS do

- Store all exhibits submitted prior to trial and then display only those admitted into evidence;
 - Capture, through the use of the courtroom's presentation equipment, exhibits that were not submitted prior to trial but later admitted by the court;
 - Print a list of the exhibits, by number and by description, that will be released to the deliberating jury; and
 - Restrict how the jury may review the exhibit: Audio Only, Video Only, Zoom Off (Zoom Off restricts the jury from enlarging an exhibit on the touch screen in the deliberation room).
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Review and release of exhibits to the jurors

Attorneys of record will be required to review and verify exhibits at the conclusion of each day of trial. Court personnel, at the Judge's direction, will release exhibits to the jury as deliberations begin.

How to submit exhibits to the court

- Counsel shall submit all proposed exhibits on a DVD or CD before or during the Final Pretrial Conference. The disc shall be labeled with the title of the case and the name of the party for whom the exhibits are submitted. Each of the files contained on the disc shall be saved in the orientation (portrait or landscape) to ensure the greatest ease of viewing. There is no function on the JERS display system for the jury to rotate any document from portrait to landscape or vice versa.
 - A hard copy of the party's exhibit list that includes the electronic file name for each exhibit shall be submitted with the DVD or CD. Unless otherwise directed by the court, the disc will not be returned to counsel. Parties shall be prepared, as is the usual practice, to submit hard copies of any exhibit admitted during trial.
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Acceptable file types

- Documents and Images - **.bmp, .gif, .jpg, .pdf, .tif**
 - Video and Audio Recordings - **.avi, .mpg, .mp3, .wav, .wma, .wmv**
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File size limitation for .pdf files

Each PDF file may not be larger than **12 MB**. Files larger than 12MB limit must be saved as multiple smaller files (as part of the same exhibit number) using the following naming convention.

File naming conventions

Exhibit files shall be named using the following format:

Exhibit number_exhibit description.file extension. (i.e. 1_camera footage.wmv)

Exhibit files consisting of multiple smaller files (to comport with file size requirements or necessary for exhibit clarity) shall be named using the following format:

Exhibit number-Exhibit subpart_exhibit description.file extension

(i.e. 2-a_photo of store from east view.jpg; and 2-b_photo of store from west view.jpg)

Please Note: The file names and descriptions provided by the attorneys will be displayed verbatim on the exhibit list provided to the jury for deliberation.

Questions?

Please contact Dave Cambensy at dave_cambensy@waed.uscourts.gov or 509-458-3451
