

JERS - BASICS FOR LAWYERS

Introduction

The U.S. District Court for the Eastern District of Washington uses the digital **Jury Evidence Recording System (JERS)** to allow evidence admitted at trial to be viewed via touchscreen monitor by the jury during deliberations.

What JERS can do

- Store all exhibits submitted prior to trial and then allow the jury to display only those admitted into evidence;
 - Print a list of the admitted 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).
-

Review and release of exhibits to the jurors

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

How to submit exhibits to the Court

- Counsel shall submit all proposed exhibits on a DVD, CD or USB drive ("device") **ten days prior to trial or at the Judge's discretion**. The device shall be labeled with the title of the case and the name of the party for whom the exhibits are submitted. The device must contain **only** JERS exhibit files. Each of the files contained on the device shall be saved using the naming convention identified below and 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 between portrait and landscape orientations.
 - A hard copy of the party's exhibit list that includes the electronic file name for each exhibit shall be submitted with the device.
 - At the Judge's discretion, parties shall submit two hard copies of all proposed exhibits, one for the trial judge and one for the jury. These hard copies will be unavailable for use by the parties during trial. Parties shall be prepared, as is the usual practice, to submit hard copies of any new exhibits admitted during trial.
 - No device submitted by a party will be sent into the jury room. Unless otherwise directed by the Court, submitted devices will not be returned to counsel.
-

Acceptable file types **(No Other File Types Will Be Accepted)**

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

JERS - BASICS FOR LAWYERS

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 (No Other File Naming Conventions Will Be Accepted)

Exhibit files shall be named using the following format:
Exhibit number_exhibit description.file extension.

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

Exhibit number-Exhibit subpart_exhibit description.file extension

Examples:

1-a_photo of store from east view.jpg
1-b_photo of store from west view.jpg
2_camera footage.wmv
3_contract.pdf

Please Note:

- The file names and descriptions provided will display on the exhibit list provided to the jury for deliberation; therefore, they must be accurate and not argumentative.
 - File names shall **not** contain a single or double quotes, en dash or em dash.
-

Questions?

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