

JERS - BASICS FOR LAWYERS

Introduction

The U.S. District Court for the Eastern District of Washington uses a system that allows evidence admitted for a trial to be viewed electronically in the jury deliberation room upon the conclusion of the trial. The **Jury Evidence Recording System (JERS)** provides easy access to evidence during the deliberations through the use of a touch screen monitor in the jury room. It is not an evidence presentation program for courtroom use.

What can JERS do

- Store all exhibits submitted prior to trial and then designate just 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 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).
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Review and release of exhibits to the jurors

Attorneys of record will be given an opportunity to review the exhibits at the conclusion of testimony and evidence. Court personnel, at the Judge's direction, will release admitted exhibits to the jury as deliberations begin.

How to submit exhibits to the court

Counsel shall submit all proposed exhibits on a USB drive prior to trial. The USB drive shall be labeled with the title of the case and the name of the party for whom the exhibits are submitted. A hard copy of the party's exhibit list that includes the electronic file name for each exhibit shall be submitted with the USB drive. Unless otherwise directed by the court, the USB drive 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.

Acceptable file types

- Documents and Images - **.pdf, .txt, .jpg, .bmp, .tif, .gif, .png**
 - Video and Audio Recordings - **.avi, .asf, .mpg, .mp3, .mp4, .wav, .wmv, .3gpp**
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File size limitation for .pdf files

Each PDF file may not be larger than **12 MB**

File naming conventions

Each exhibit file should be clearly named using the format below. Exhibits that are not named correctly will not upload into the system.

Exhibit number-Exhibit subpart_exhibit description.file extension

For example:

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

Questions?

Please contact IT at helpdesk@waed.uscourts.gov or 509-458-3400
