

Prosecutors • Paralegals • Administrative Staff!

Get the Fundamentals and Advanced Techniques of Courtroom Technology!



October 21-23

**Renaissance Indianapolis North Hotel
Carmel, IN**

Cost: \$250

- Create arguments in PowerPoint
 - Edit audio in Audacity
 - Edit video in Movie Maker & Camtasia
 - Insert screenshots for powerful images
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Visual Trial Agenda

October 21-23

Renaissance Hotel, Carmel, Indiana

Wednesday, October 21 – Optional Quick Start Workshop!

- 12:30 p.m. - 1:00 p.m. Registration
- 1:00 p.m. - 1:15 p.m. Welcome and Afternoon Overview Jim Oliver
- 1:15 p.m. – 4:15 p.m. Introduction to PowerPoint
1. Why use a slideshow
 2. Basics of PowerPoint
 3. Adding a slide
 4. Entering text
 5. Animating text
 6. Adding a photo
 7. Connecting to a projector
 8. Running presentation mode
 9. Advancing slides

Thursday, October 22

- 7:30 a.m. – 8:30 a.m. Registration and Breakfast
- 8:30 a.m. – 8:45 a.m. Welcome and Course Overview
- 8:45 a.m. – 9:30 a.m. Why use technology and visuals?
1. Learning style
 2. Juror characteristics
 3. Conditioned for six-seven minute break
 4. Demonstration of closing argument
 5. Enhances closing
 6. Keeps on track
 7. Demonstration of closing argument w/visual aid
- 9:30 a.m. – 10:45 a.m. Law of using visual aids
1. Use of exhibits in Opening/Closing
 2. Use of exhibits in evidence (direct and cross)
 - a. 1006 Summary Exhibits
 - b. IRE Rule 901
 - c. Foundations
 - d. Chain of Custody
 - e. Enhancements and editing
 - f. Demonstrative v. substantive
 - g. Keeping a record
 3. Prosecutorial Misconduct and Visuals
- 10:45 a.m. – 11:00 a.m. Break

11:00 a.m. – 12:00 p.m. What hardware and software is needed?

1. Windows v. Mac
2. Laptop/iPad
3. Projector / Smart Screens
4. Connection options with laptop to projector
5. Presentation software

12:00 p.m. – 1:00 p.m. Lunch

1:00 p.m. – 4:30 p.m. Technique Lab

1. Demonstration of direct examination with visuals
2. Photo editing
3. Audio editing
4. Video editing
5. Google Maps
6. PowerPoint

4:30 p.m. – 4:45 Wrap up and evaluations and dinner plans

Friday, October 23

7:30 a.m. – 8:30 a.m. Registration and Breakfast

8:30 a.m. – 9:00 a.m. Sharp presentation of Aquos smartboards

9:00 a.m. – 9:30 a.m. Faculty demonstrations of use of visuals

9:30 a.m. - 11:30 a.m. Work on Projects with assistance available

11:30 a.m. – 12:30 p.m. Lunch

12:30 p.m. – 3:45 p.m. Student presentation of projects

3:45 p.m. – 4:00 p.m. Wrap up and evaluations