



Fairfax County Courthouse

County of Fairfax, Virginia



Circuit Court & Records

General District Court

Juvenile & Domestic
Relations District Court

Department of Information
Technology
Court Technology Office

Fairfax County Courthouse
4110 Chain Bridge Road
Fairfax, Virginia 22030
www.fairfaxcounty.gov/courts/

CTMS

Courtroom Technology Management System

COMPONENTS

County of Fairfax, VA
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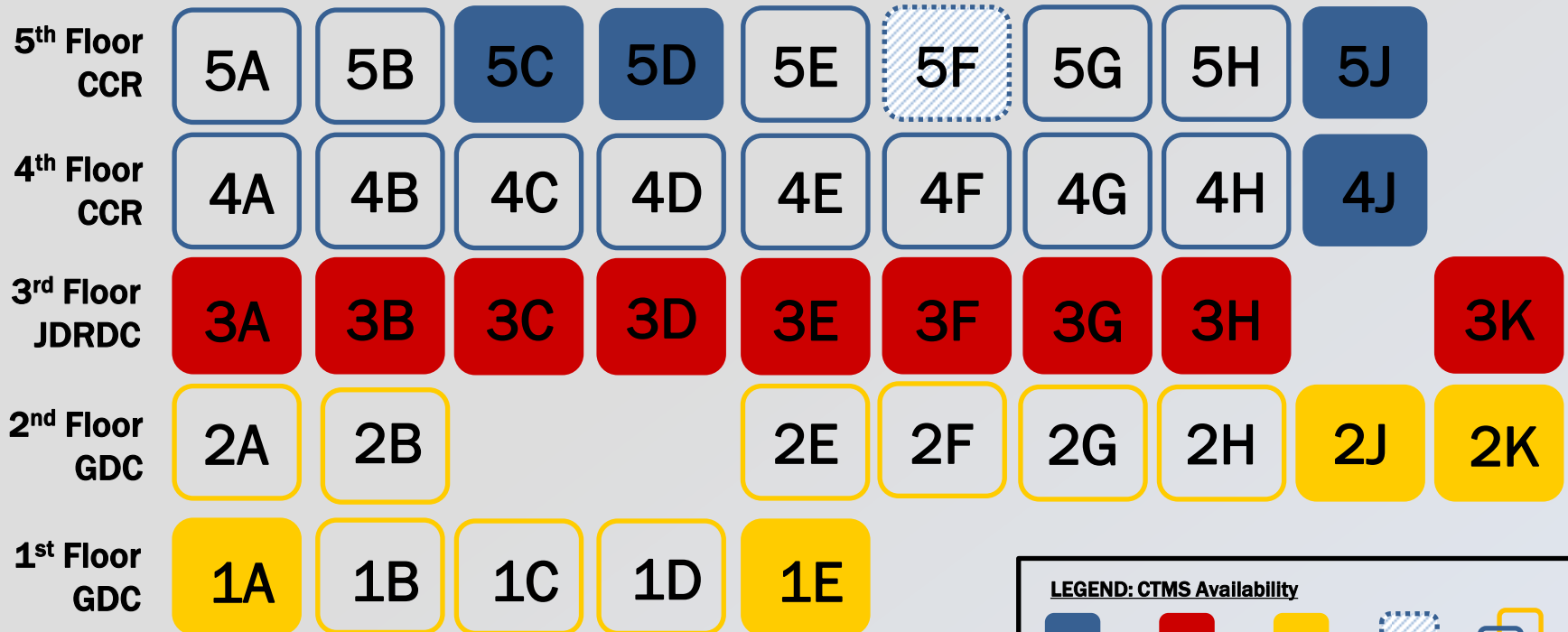
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FAIRFAX COUNTY COURTROOMS

CTMS is available in 17 of 40 courtrooms.



LEGEND: CTMS Availability

				
Circuit Court and Records (CCR)	Juvenile and Domestic Relations District Court (JDRDC)	General District Court (GDC)	Under Renovation (future CTMS)	Non-CTMS Courtrooms



CTMS COMPONENTS

The Courtroom Technology Management System (CTMS) is a centralized, integrated audio and video network of microphones, monitors, assistive devices and flat screen displays that enables users to present electronic evidence in the courtroom.



CTMS COMPONENTS

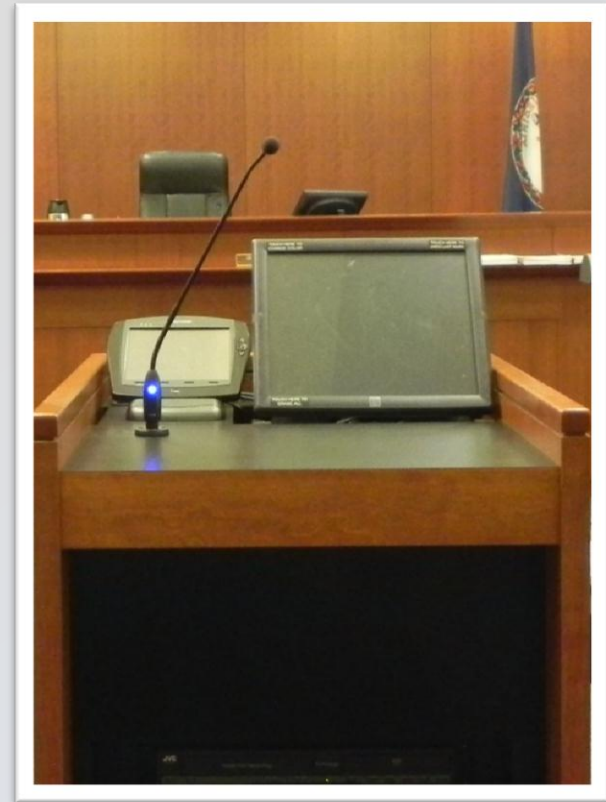
- ❑ Microphones
- ❑ Touchpanel Displays
- ❑ Flat Screen Displays
- ❑ Laptop Interfaces
- ❑ Evidence Sources
- ❑ Interpreting Headsets



CTMS COMPONENTS: MICROPHONES

Standing Microphones


- Standing “goose neck” microphones are located at each attorney table, the podium, the witness stand, and the judge and clerk benches.

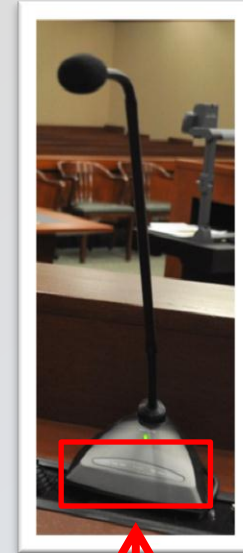


CTMS COMPONENTS: MICROPHONES

Standing Microphones

- ❑ These microphones have a button at the base labeled “Push.” Pressing this button mutes the microphone.
- ❑ Judges and Clerks can also mute the microphones from their respective control panels.

 *A green or blue LED light indicates the microphone is on.*




“Push” button




CTMS COMPONENTS: MICROPHONES

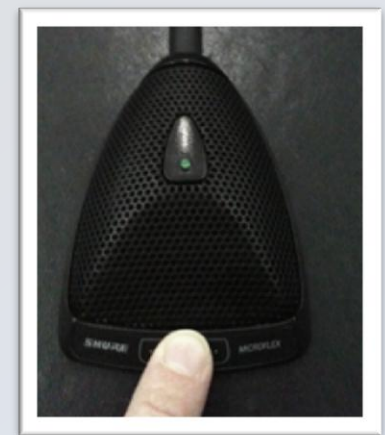
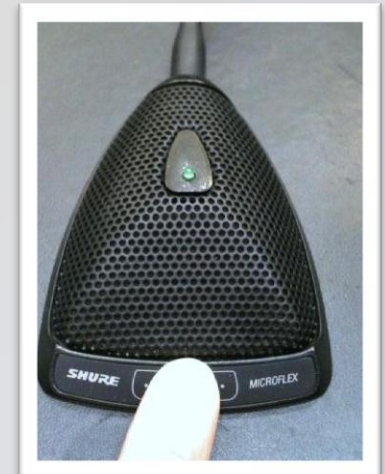
Boundary Microphones

- Boundary “surface” microphones are available at the Judges’ bench (sidebars) and protected witness room.

 *When the light is green, the microphone is active.*

- These microphones are “hold to mute.” Muting only occurs when the button is pressed and held down.

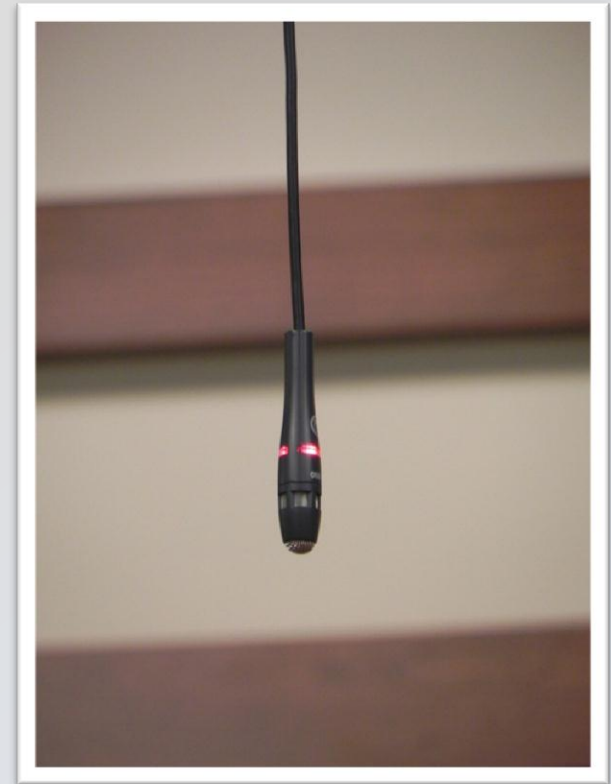
 *When the light is not green, the microphone is muted.*



CTMS COMPONENTS: MICROPHONES

Hanging Microphones

- ❑ Hanging microphones are located above the jury box.
- ❑ These microphones are always active and have no muting capabilities.



CTMS COMPONENTS: TOUCHPANELS

Touchpanel Displays

- There are three different types of CTMS touchpanel displays:
 1. Judge and Clerk control panels.
 2. Presenters' podium control panel.
 3. Annotating evidence displays, located at the podium, attorney tables, and witness stand.



CTMS COMPONENTS: TOUCHPANELS

Touchpanel Displays

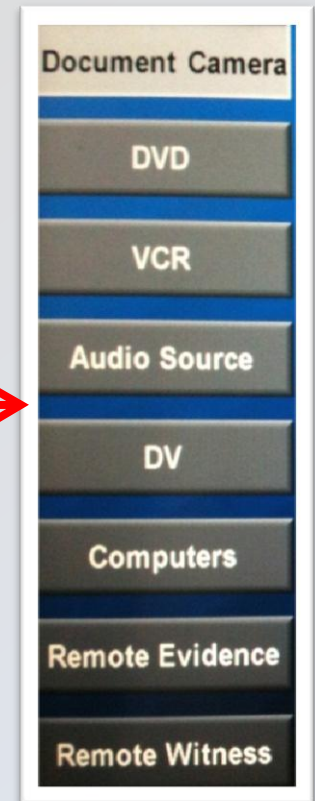
- Judge and Clerk Control panels provide the Judge and Clerk complete control over the CTMS.



CTMS COMPONENTS: TOUCHPANELS

Presenters' Touchpanel

- ❑ Located at the Podium.
- ❑ Can be used in the cradle ("wired") or remotely ("wireless").
- ❑ Ability to select a variety of evidence sources.
- ❑ Allows presenters to control the various evidence presentation devices.



CTMS COMPONENTS: TOUCHPANELS

Annotating and Evidence Displays

- ❑ Allows attorneys and witnesses to view and annotate evidence.
- ❑ Attorney and podium displays will always show selected evidence.
- ❑ Witness, jury, and gallery displays do not show selected evidence unless published by the Judge or Clerk.



CTMS COMPONENTS: NON-ANNOTATING DISPLAYS

View-Only Displays

- Displays evidence on the monitors in the jury box, court recorder station, and the gallery.




Evidence to these locations must be published by Judge or Clerk




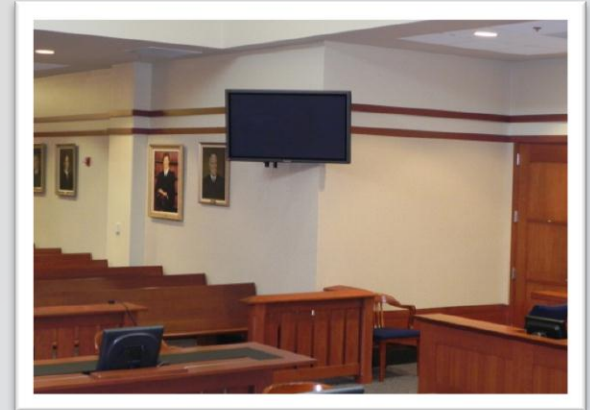
CTMS COMPONENTS: NON-ANNOTATING DISPLAYS

Flat Screen Displays

- ❑ Used to show images and evidence to the gallery or witness stand.
- ❑ Supports courtroom overflow monitoring and video conferencing.
- ❑ Large flat screen displays also allow remote witnesses to appear at the witness stand.


 *Remote Witness requires judicial authorization.*

 *Not all courtrooms have a large flat screen at the witness stand.*




CTMS COMPONENTS: LAPTOP INTERFACES

- ❑ Laptop interfaces are available at the Podium and Attorney tables.
- ❑ VGA display and audio jacks are available at the Podium and within the wells of the Attorney tables.

 *The court does not provide adapters for video inputs.
Users must supply their own adapters (e.g., HDMI, DVI or mini-VGA)*



 *Before connecting, user laptop display resolution should be set to 1024 x 768 at 60 Hz.*



CTMS COMPONENTS: EVIDENCE SOURCES

Multiple media sources available for evidence presentation include:

- ❑ DVD/CD Player
- ❑ Document Camera (*Optional lightbox available for X-rays, transparencies, etc.*)
- ❑ Eye-camera (*for displaying large documents*)
- ❑ Audio and Video Connections (*RCA, headphone jack, etc.*)



CTMS COMPONENTS: EVIDENCE PRESENTATION

DVD Player

- ❑ Located within the podium
- ❑ DVDs must be formatted correctly. Some DVD players will not play specific media files (e.g. MPEG4, JPEG, etc.).



Users are responsible for the compatibility of all personal equipment and media.



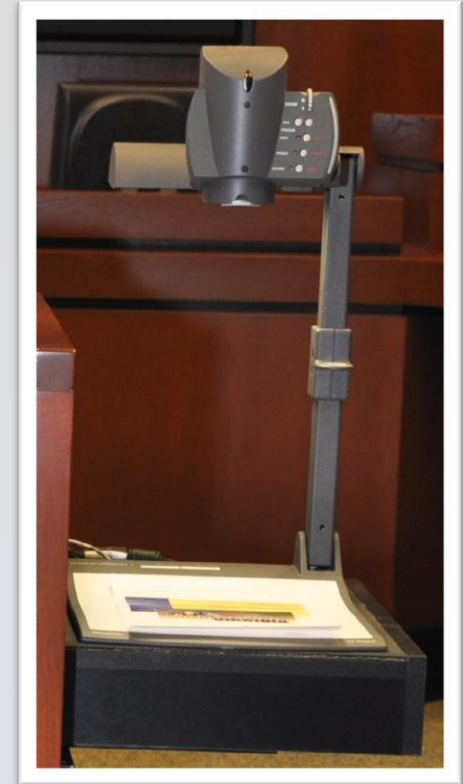
Users are encouraged to test personal equipment and media prior to trial.



CTMS COMPONENTS: EVIDENCE PRESENTATION

Document Camera

- ❑ Located at podium.
- ❑ Displays text documents and physical objects.
- ❑ Evidence can be projected on displays located at the Podium, Attorney tables, Judge and Clerk bench, Witness, Jury, and Gallery.



CTMS COMPONENTS: EVIDENCE SOURCES

Eye Camera and Light Box

(Equipment available upon request)



Light box (e.g., x-rays, transparencies, etc.)



Eye-camera (e.g., large documents, blue prints, maps, plats, etc.)



CTMS COMPONENTS: INTERPRETING

CTMS allows interpreters to connect to the courtroom audio system and communicate with their client and gallery participants in their native language.

Interpreter headsets are available in the courtrooms. →



The interpreter connects the headset into an XLR jack. The location of the jack varies from courtroom to courtroom. →




CTMS COMPONENTS: ASSISTIVE LISTENING

Assistive Listening

- A two-channel Assistive Listening System (ALS) includes six wireless headsets that allows users to move throughout the courtroom.



 For more information see the CTMS Training Guide section on Interpreting and Assistive Listening.



CTMS HELPFUL LINKS

- ❑ For Information on CTMS and Court Technology:
<http://www.fairfaxcounty.gov/courts/crto/>
- ❑ To Request a High-Tech Courtroom:
<http://www.fairfaxcounty.gov/courtroomtechrequest/#v>
- ❑ To Contact the Court Technology Office, email:
CrTO@fairfaxcounty.gov
- ❑ FBA Sponsored Attorneys' Training:
*Technology in Fairfax Courtrooms: Come Kick Our Tires!
Learn How to Use Technology to Win Your Cases.*
<https://m360.fairfaxbar.org/ViewCalendar.aspx>

