



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

TECHNICAL INFORMATION

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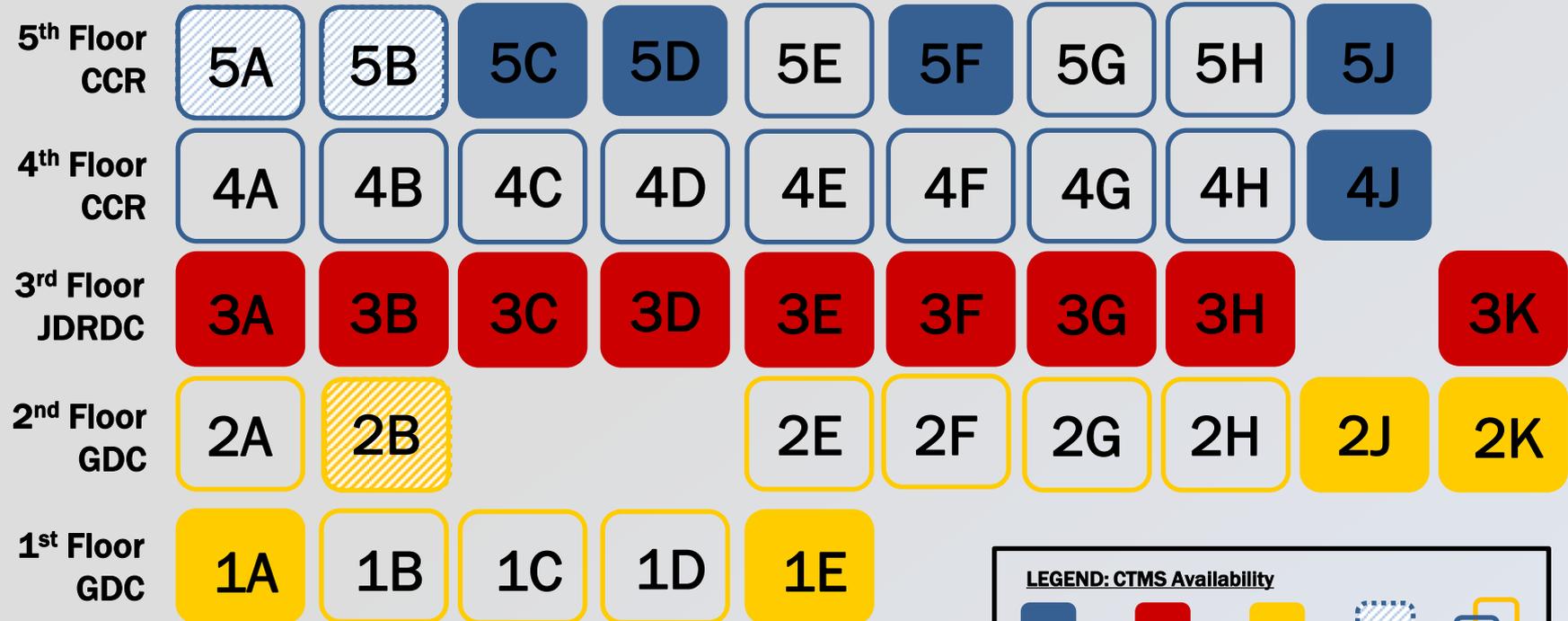
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FAIRFAX COUNTY COURTROOMS

CTMS is available in 18 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



OVERVIEW

- I. Laptop Display Settings**
- II. Component Specifications**
- III. Recording Information**



LAPTOP DISPLAY SETTINGS

Laptop Connection Settings:

- ❑ Users connecting their laptops must adjust the screen resolution required by the system before connecting.

- ❑ These specifications are:
 - ❑ *1024 x 768 standard resolution, 60Hz Refresh Rate*
 - ❑ Windows 2000 and earlier operating systems are not supported.



LAPTOP DISPLAY SETTINGS

To change the display resolution on your laptop computer, perform the following steps:

Windows 7:

1. Right-click on the Desktop and select 'Screen Resolution' from the drop-down menu
2. Click the 'Resolution' box to pull down the slider settings
3. Adjust the 'Resolution' slider to the 1024x768 setting
4. Click the 'Advanced Settings' button
5. Select the 'Monitor' tab
6. Select '60 Hertz' in the list for the Screen refresh rate:
7. Click 'OK'
8. Click 'OK' again for changes to take effect

Mac OS X:

1. Click on the Apple logo in the top-left menu bar
2. Click on the 'System Preferences' from the drop-down menu
3. Click on the 'Displays' option in the System Preferences window
4. Select the 1024x768 resolution setting
5. If there is an option to select the 'Refresh Rate' set it to 60 Hertz. Most Macs do not allow the user to change the 'Refresh Rate' and will default to 60 Hertz.
6. Exit the window



LAPTOP DISPLAY SETTINGS

To change the display resolution on your laptop computer, perform the following steps:

Windows XP:

1. Right-click on the Desktop and select 'Properties' from the drop-down menu
2. Click on the 'Settings' tab
3. Adjust the 'Screen Resolution' slider to the 1024 x 768 setting
4. Click the 'Advanced' button
5. Select the 'Monitor' tab
6. Select '60 Hertz' in the list for the Screen refresh rate:
7. Click 'OK'
8. Click 'OK' again for changes to take effect

Windows Vista:

1. Right-click on the Desktop and select 'Personalize' from the drop-down menu
2. Click on the Display Settings link, towards the bottom of the window
3. Adjust the 'Resolution' slider to the 1024 x 768 setting
4. Click the 'Advanced Settings' button
5. Click the 'Monitor' tab
6. Select '60 Hertz' in the list for the Screen refresh rate:
7. Click 'OK'
8. Click 'OK' for the changes to take effect



COMPONENT SPECIFICATIONS

Presentation Sources

Video Teleconference (VTC)

- Must be pre-arranged
- Supports Single Mode VTC (all types)
- Dual Mode VTC (Tandberg only, with Natural Presenter Package)

Audio Conference

- Must be pre-arranged
- Single line phone connection into the courtroom audio system

Laptop/ Computer Connections

- Users should preset their computer to the system default resolution of **1024 x 768 at 60Hz** before connecting to the system.
- DB15HD with 1/8" Stereo Audio Out Cable
- User supplies DVI or Apple computer adaptor as necessary
- Connections available at all attorney tables, podium, witness, Judge and Clerk

RGB Capability

- Up to 1600 X 1200 (UXGA)
- Computers connected to Evidence Cart
- This location re-scales all input to 1024 X 768

Native RGB Resolution

- 1024 X 768 at 60Hz (XGA)
- All Computer connections at all locations



COMPONENT SPECIFICATIONS

Presentation Sources

Document Camera

- Viewing Area: 8 ½" X 11"
- Any font size can be displayed using zoom controls
- Transparencies
- X-rays using Negative, Negative/Blue and Negative B/W
- Text Enhancement
- Rotating Camera Head for other larger objects

Evidence sources

DVD (Digital Video Disc or Digital Versatile Disc)

- DVD Video (Finalized)
- UDF version 1.02 or
- ISO9660 (also known as Joliet)
- Single or double-layered discs

CD (Compact Disc)

- Video CD
- Super Video CD
- Compact Disc Specification (CD-DA)
- 2-channel 16-bit PCM encoding at a 44.1 kHz sampling /channel
- ISO9660/Joliet (Finalized)
- MP3 and JPEG when finalized as ISO9660/Joliet



COMPONENT SPECIFICATIONS

(Continued)

VHS (Video Home System)

- S-VHS tape
- VHS tape
- NTSC Standard

DV (Digital Video)

- **User provides cable**
- I-Link (Sony)

- Connector Type:
 - 4-Pin FireWire (IEEE 1394) or 4-Pin DV

Composite Video plus Audio

- User provides cable
- RCA style connectors
- Video format is NTSC

Audio Sources (user provides cable)

- 1/8" (3.5mm) mini stereo (headphone), 30dB gain, 50Kohm
- 1/4" un-balanced, 30dB gain, 50Kohm
- XLR – 60dB gain, 10Kohm, Max input +4dB
- RCA Line – un-balanced, 30dB gain, 50Kohm



RECORDING INFORMATION

Recording

Courtroom Digital Audio Recording

- Two independent circuits: RJ14 (6pin) connections for connection to DB9 to RJ14 transmit and receive devices. Requires court provided RJ14 to RJ45 adaptor.

Audio Recording and Playback *(user provides equipment)*

- 4 Independent channels of audio output at the Court Reporter location.
- Line level, XLR Male
- Channel 1 – Full courtroom audio mix
- Channel 2 – Judge and Sidebar microphones
- Channel 3 – Witness, Remote Witness and Interpretation
- Channel 4 – Podium and Attorney tables
- 1 Channel of audio input to the court system.

Microphone level



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
- ❑ Attorneys' CLE Training: *Technology in Fairfax Courtrooms: Come Kick Our Tires! Learn How to Use Technology to Win Your Cases.* Contact the FBA:
<https://m360.fairfaxbar.org/ViewCalendar.aspx>

