

No. 31,274

Administrative Order	§	In the Probate Court
2004	§	Number One
	§	Travis County, Texas

**Standing Order on Use of Electronic Media
in Travis County Probate Court No. 1**

Absent further order of the Court, the following provisions shall control the use of electronic media for any case set on the docket of Travis County Probate Court No. 1 to be heard or tried after December 13, 2004. If counsel fails to observe the requirements of this Order, the Court may disallow use of electronic media during the hearing or trial. All references to "counsel" include parties appearing *pro se*.

- Counsel may not use electronic media for a hearing on the uncontested docket.**
- Five days before a hearing**, counsel must notify the Court Coordinator that counsel intends to present some or all evidence electronically, including any use of the electronic-courtroom technology. Counsel must certify that counsel or the managing partner of counsel's firm has signed the Travis County Probate Court User Agreement governing use of electronic-courtroom equipment.
- Twenty days before a jury trial**, counsel must file and serve notice of counsel's intent to present some or all evidence electronically, including any use of the electronic-courtroom technology. Counsel must certify that counsel or the managing partner of counsel's firm has signed the Travis County Probate Court User Agreement governing use of electronic-courtroom equipment.
- No **video depositions** should be edited until the Court rules on objections. All video depositions shall be edited to eliminate cumulative testimony and to present only relevant and material matters. All extended silent passages and objections or exchanges between counsel shall be omitted.
- Counsel must be prepared with **paper copies** of all materials to be used on electronic media in the event of equipment malfunction or other unanticipated technical error.
- When using the electronic-courtroom technology during a jury trial:**
 - Counsel shall not display any material to the jury absent Court authorization.
 - All materials must be redacted to eliminate inadmissible material before use before the jury.
 - Counsel shall not display any material to the jury unless the materials have *previously* been admitted in evidence.
 - If counsel elects to display electronic material to the jury, a copy of the CD or other electronic media shall be made available to opposing counsel to use before the jury. Electronic media shall be made available to opposing counsel by the time designated in the scheduling order.

This order is effective as of December 13, 2004.

Signed by the Presiding Judge of Travis County Probate Court No. 1 and filed with the Travis County Clerk's Office on Monday, December 13, 2004.

Judge Guy Herman
Travis County Probate Court No. 1