

United States District Court  
MIDDLE DISTRICT OF FLORIDA

Tampa Division

Laptop Connection

Laptop connections for VGA and audio are available at attorney tables for use in litigation support and evidence presentation. Evidence that makes use of digital video or audio will require the use of a laptop. Following are important guidelines for laptop use in our courtrooms:

- It is imperative that equipment is tested at least three days in advance of a proceeding. Do **not** plan to test with any other equipment than exactly what will be used during court. Not all equipment is compatible with the evidence presentation system.
- The display resolution must be set to 1024 x 768 or 800 x 600. If possible, do not plan to use a widescreen format laptop. If a widescreen laptop must be used, be advised that the required resolution will display black down either side of the screen.
- Connect the laptop with the provided VGA and/or audio cable, then power on. If the cable is not readily available, open the table compartment by pushing down and popping up the door. The cable will be inside.
- After powering on the laptop, ask the Courtroom Deputy to choose the appropriate table as evidence. If the laptop display is not visible on the courtroom monitors, press the laptop's Function Key and appropriate corresponding "F" key to toggle the display. Most laptops have three display options; local only, remote only, or both local and remote display.  
EX. Dell = Fn+F8, HP, Sharp and Toshiba = Fn+F5, Sony = Fn+F7, Mac = F7 only
- Audio evidence presentation is played back in mono, not stereo, mode. If evidence is recorded in stereo, audio can sometimes be cancelled out during playback. If this happens, please adjust your laptop audio playback from stereo to mono.