USING YOUR DEPOVIEW CD OR DEPOVIEW DVD

InData

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Your DepoView CD or DVD enables you to:

❭ View the synchronized video transcript and exhibits on your computer using inData's complimentary DepoView software (simple download and installation required)

In addition, you can use DepoView to search for key words in the transcript, create video clips for trial, print full or condensed transcripts, export entire video or segments to other popular software programs, take snapshots of video frames, and more.

- OR -

❭ (DVDs Only) Play the synchronized video transcript on a standard DVD player (see page x).

- OR -

❭ (DVDs Only) Import the synchronized video transcript and exhibits directly in to your trial presentation software.

USING DEPOVIEW TO PLAY YOUR CD OR DVD

You can play either a DepoView CD or DepoView DVD on your computer using DepoView Video Review Software. If you have a DepoView DVD, you can also play it on a standard DVD player (see page 6).
To play a DepoView CD or DepoView DVD on your computer:

1. Insert the CD or DVD into your computer.

2. Wait a few moments while the CD or DVD loads.

3. If you do not see either the video transcript or a page instructing you to download the DepoView Video Review Software, follow these steps:

    a. On the Windows **Start** menu, click **Run**.

    b. In the **Run** dialog box, click **Browse**.

    c. In the **Look In** box, select your CD/DVD drive.

    d. Double-click the **Autorun.exe** file.

    e. Click the **OK** button and the software will launch.

Downloading DepoView Software

If this is the first time you have opened a DepoView CD or DepoView DVD on your computer, you will be prompted to download the DepoView Video Review Software.

DepoView is provided to you free of charge, and enables you to view the video deposition, the associated transcript, and any exhibits, on your computer. In addition, you can search for key words in the transcript, create video clips for trial, print full or condensed transcripts, export entire video or segments to other popular software programs, take snapshots of video frames, and more.

To download DepoView software:

1. If the Web page directing you to download the software did not automatically open, open a Web browser (such as Internet Explorer) and enter the following address:

    http://www.indatacorp.com/DepoView.htm

2. A page similar to the one shown below should appear.

3. Click the **Try It Now** button.

4. If the following dialog box appears, click **Run**.
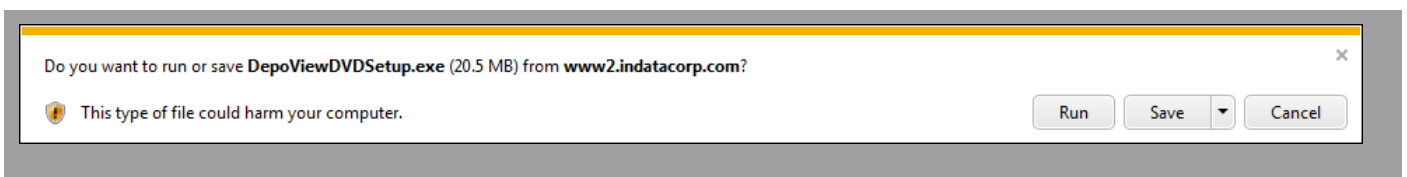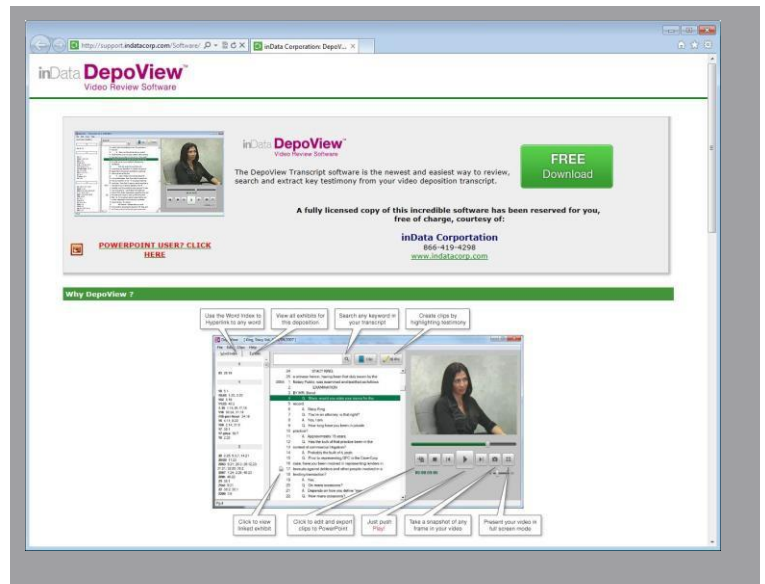
5. For user running Windows XP, select the option to **Close this dialog box when download completes**. It may take several minutes or longer (depending on your Internet connection speed) to download the file.

10% of DepoViewDVDSetup.exe downloaded	2 min 14 sec remaining		Pause	Cancel	View downloads ✕

Tip: If you're having trouble downloading the file, your Web browser may be blocking it. (Look for yellow highlighted text or a similar prompt at the top of your browser where you can click to allow the download.)
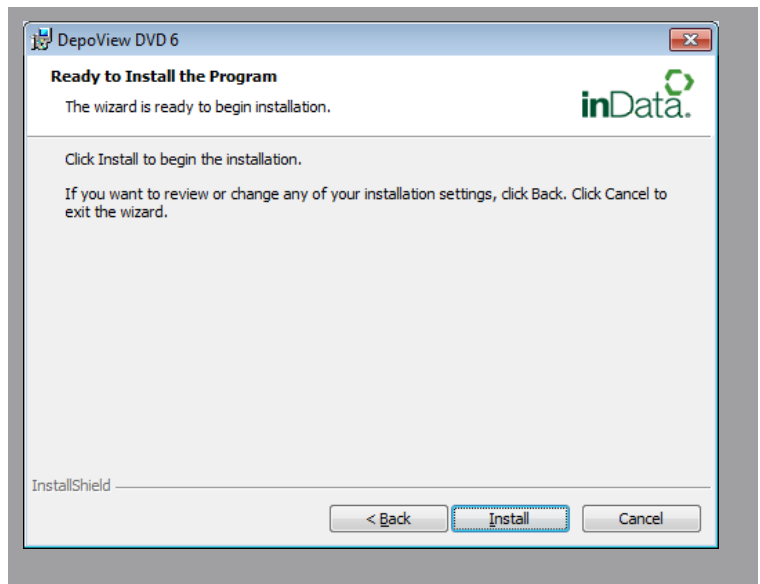
6. If the following dialog box appears, click **Run**.

7. The DepoView installation program opens. Click **Next**.
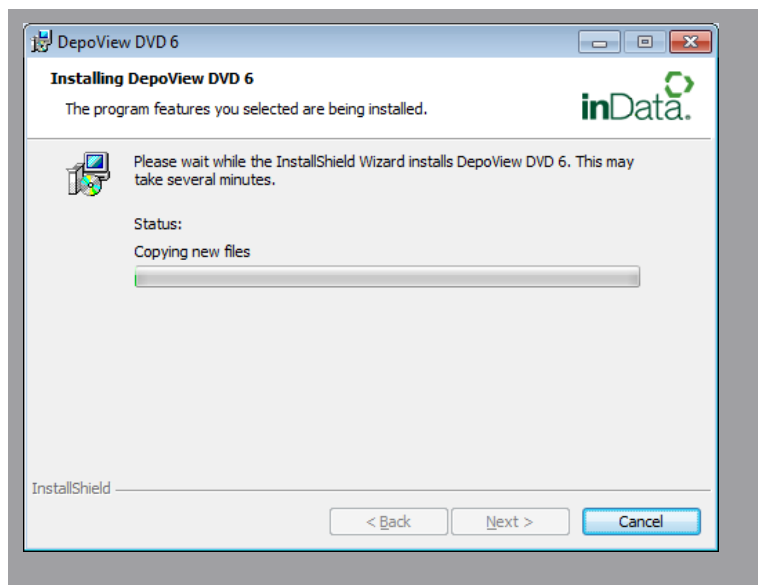
inData Technical Support: 866.419.4298
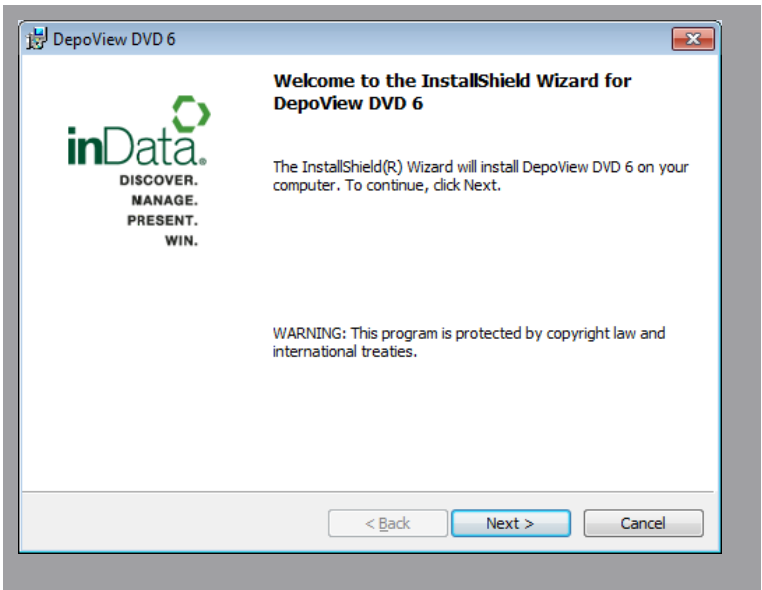
8. Read the agreement, select the option to accept the terms, and click **Next**.
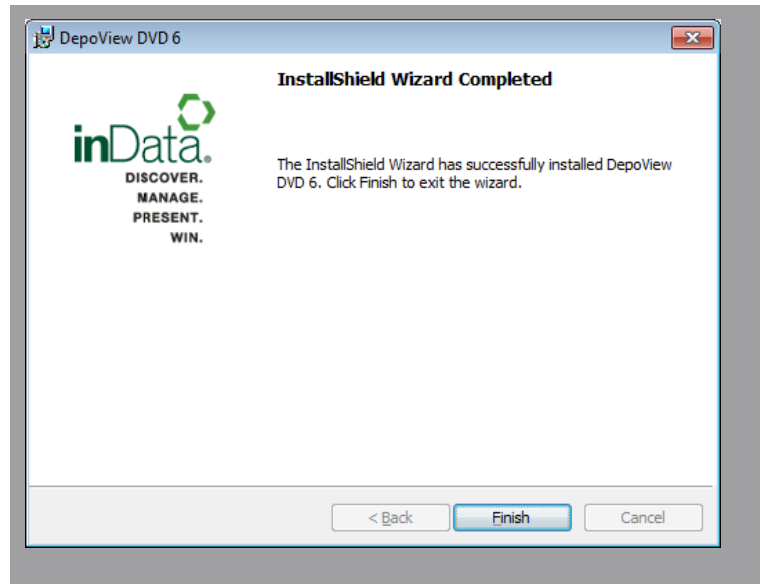
9. Click **Install**.

10. Wait while the program is installed.

11. Click **Finish**.

Now that DepoView is installed, whenever you insert a DepoView CD or DepoView DVD, it should automatically open.

PLAYING A DEPOVIEW DVD ON A STANDARD DVD PLAYER

To play a DepoView DVD on a standard DVD player instead of a computer, simply insert the DVD in the player and use the menu options.

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USING DEPOVIEW DVDS WITH OTHER APPLICATIONS

DepoView DVDs include import files for several other trial presentation and litigation support applications that enable you to import synchronized video transcripts and attached exhibits.

DepoView DVDs can be imported into the following applications:

❯ TrialDirector®

❯ AD Summation iBlaze TM and Enterprise™

❯ LiveNote®

❯ Sanction™

Once a DepoView DVD is imported, you can:

❯ Play the video and synchronized transcript

❯ Create clips of the DVD-Video testimony

❯ Export clips to MPEG format from the DVD-Video testimony

❯ Present DVD-Video testimony at trial

❯ Display attached exhibits

Each section below discusses the steps to import the synchronized transcript files and attached exhibits, if applicable, into the respective application.

Importing Synchronized Video Transcripts into TrialDirector

Follow the instructions below to import the synchronized transcripts and attached exhibits into TrialDirector. Basic steps to create, export, and present clips from the DepoView DVD are also described below. The steps below assume that the DepoView DVD has already been inserted into the DVD drive (or copied to a hard disk).

> **Tips and Tricks:**
>
> ❯ Copy the contents of the DepoView DVD to a local or network hard disk location. Copying the DepoView DVD to a hard disk will improve the seek times to access video playback. It will also ensure that the video is always available and the user does not need to swap DVD disks.
>
> ❯ Make sure to use the Modify Multimedia Locations wizard within Transcript Manager to remap the locations of the DepoView DVD if you decide to copy to a local or network hard disk location.
>
> ❯ If your DepoView DVD contains attached exhibits, they can be imported into Document Manager using the .OLL file contained within the Import folder.

1. If the DepoView application or the MPEG-2/DVD-Video codec has not been previously installed, make sure to run the **InstallCodec.exe** program from the root of the DepoView DVD. You only need to run this once on each PC where you will be using the DepoView DVD with other applications. Installation of the audio/video codec pack is necessary to ensure that the DVD-Video can be played back in TrialDirector.

2. Open TrialDirector and navigate to the **Transcript Manager** tab.

3. Select the **Transcripts > Import Transcripts From > TrialDirector Case File** menu option.

4. Browse to the Import folder on the DepoView DVD and select the .CMS file. Complete the Import Wizard and make sure to index the transcript.

5. Once the .CMS file is imported, you can open the synchronized digital video transcript for review.

6. When opening a Digital Video Transcript imported from a DepoView DVD for the first time, there is a brief pause while the video reference on the DVD is updated. Once the DVT is opened the video and transcript can be played back in synchronization.

7. Additionally, you can quickly jump to any synchronized location of the video transcript using the Word Index, Search functions, or simply double-clicking within the transcript area.

8. If the DepoView DVD includes any attached exhibits, they can be imported via Document Manager using the .OLL file within the Import folder. Once you import any attached exhibits, they can be linked and synchronized to a location within the transcript. Use the **Attach Synchronized Exhibit** feature within Transcript Manager to synchronize exhibits to a location within the transcript.

9. To create DVT Clips from the DepoView DVD, select a range of transcript text that you want to include, right-click, and select **Create New Clip from Selected Text**. Continue to add any additional transcript text ranges to the clip until complete.

10. Once DVT Clips have been created, they can be edited within the Segment Editor mode of the multimedia Manager.

11. DVT Clips created from DepoView DVDs can be played back in TrialDirector Presentation Mode. Additionally, you can select a range of transcript text in Transcript Manager and immediately present it in Presentation Mode.

12. DVT Clips created from DepoView DVDs can be exported to individual MPEG-1 or MPEG-2 clips. You can also export clips to a new or existing PowerPoint Presentation using **Transcript Explorer > View By > Clips > Clips menu > Generate Excerpts from Clips**. Follow the wizard instructions to export the clips. If you select the **Windows Folder** export option, make sure to select **Automatic** for the Video Clip output to create MPEG-2 files.

Known Issue: The following message is displayed when attempting to use the Segment Editor with clips created with DepoView DVDs: Unsupported multimedia format (*.VOB). Future versions of TrialDirector will address this issue. Use the classic clip editing tools below the Multimedia Manager to edit clips created from DepoView DVDs.

# Importing Synchronized Video Transcripts with AD Summation iBlaze

NOTE: The following information also applies to AD Summation Enterprise.

Follow the instructions below to import the synchronized transcripts and attached exhibits into AD Summation iBlaze. Basic steps to create, export, and present clips from the DepoView DVD are also described below. The steps below assume that the DepoView DVD has already been inserted into the DVD drive (or copied to a hard disk). Please note that some of the steps below assume that TrialDirector integration has already been set up with CT Summation iBlaze.

1. If the DepoView application or the MPEG-2/DVD-Video codec has not been previously installed, make sure to run the InstallCodec.exe program from the root of the DepoView DVD. This program only needs to be installed once on each PC where you will be using the DepoView DVD with other applications. Installation of the audio/video codec pack is necessary to ensure that the DVD-Video can be played back in iBlaze.

2. Launch AD Summation iBlaze.

3. Browse to the **Import** folder on the DepoView DVD and select the .SBF file. Drag and drop the .SBF file to the **Transcripts** node of the iBlaze Case Explorer to import it.

4. When the Load or Update Transcript dialog box appears, select **Load as new Transcript**. Click the **Load Transcript** button to continue.

5. The synchronized transcript is imported and immediately blazed. Any attached exhibits are also automatically imported into the case.

6. Once the .SBF file is imported, you can open the synchronized digital video transcript for review.

Tips and Tricks:

〉 Always drag the .SBF file from the Import folder on the DepoView DVD and drop it on to the Transcripts node of the iBlaze Case Explorer.

〉 Once the .SBF file has been imported into iBlaze, the synchronized transcript and attached exhibits can be easily sent to TrialDirector via integration features such as Add Item Images to TrialDirector and Send Transcript to TrialDirector.

〉 Copy the contents of the DepoView DVD to a local or network hard disk location. Copying the DepoView DVD to a hard disk will improve the seek times to access video playback. It will also ensure that the video is always available and the user does not need to swap DVD disks. Use the Copy Videos To function within the Summation Video Properties dialog box to copy DepoView DVDs.
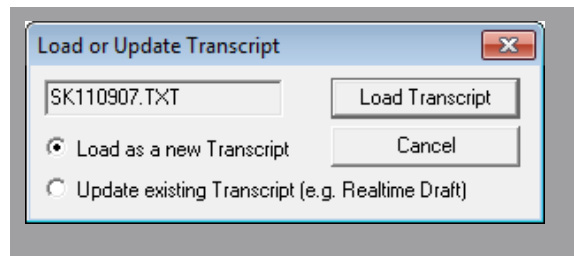
7. Attached exhibits are indicated with hyperlinks within the iBlaze transcript window, as shown below:

3	MR. Bond: Would you hand the witness
4	Exhibit 417, please.
5	THE WITNESS: You guys must be really
6	getting these theory notebooks in some sort of volume
7	discount now.

8. Click the hyperlink to display the associated exhibit within the iBlaze image viewer.

9. Prior to playing back synchronized transcript video, update the iBlaze video search paths. Right-click within the open transcript window and select **Video Properties**.
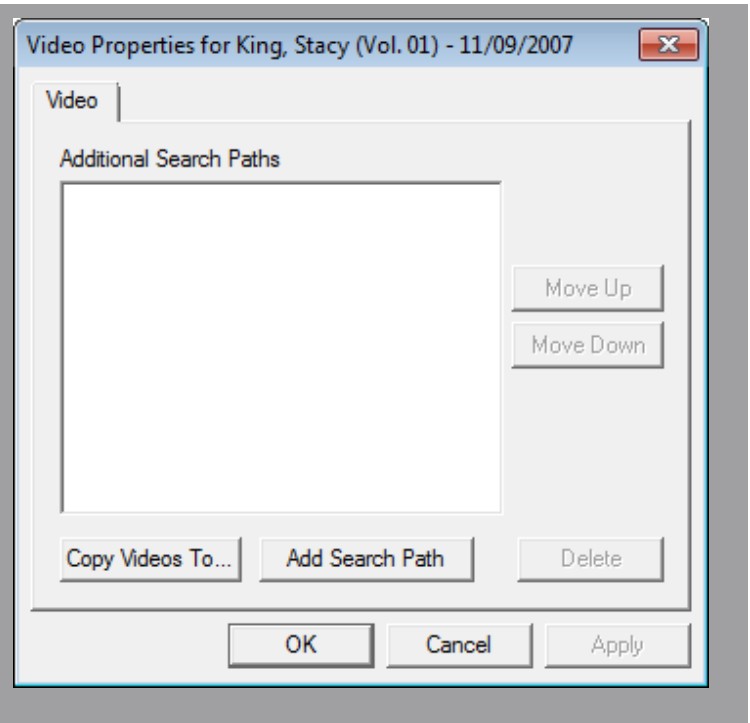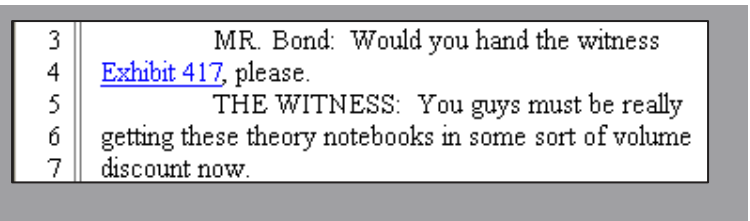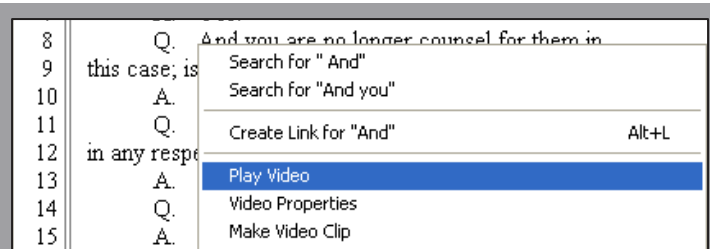

10. Click the **Add Search Path** button to select the path containing the VIDEO_TS folder on the DepoView DVD.

11. Click **OK** to accept the new search directory. It will then appear within the Video Properties dialog box, as shown below.

12. Click **OK**.
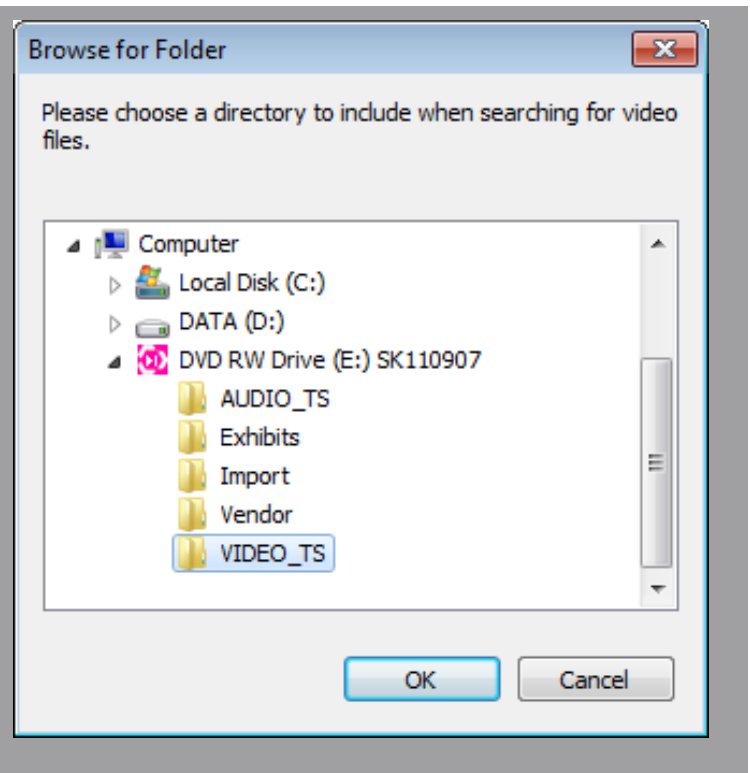
13. To playback the synchronized DVD-Video, right-click within an area at the top of the transcript and select **Play Video**.

14. The cyan synchronization bar will then scroll as the video is played back in iBlaze.

15. To create an iBlaze Note that can be sent to TrialDirector as a clip, select the appropriate text (such as one question and answer). Right-click and select **Copy Excerpt into New Note**.
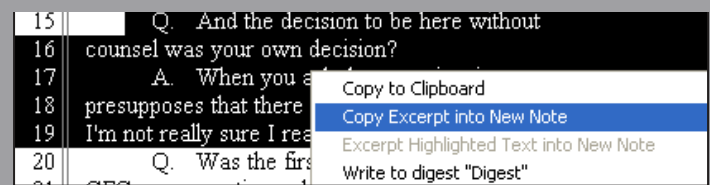
16. The iBlaze Note dialog box appears. Assign any issues or date information necessary and click the Close button to save and dismiss.
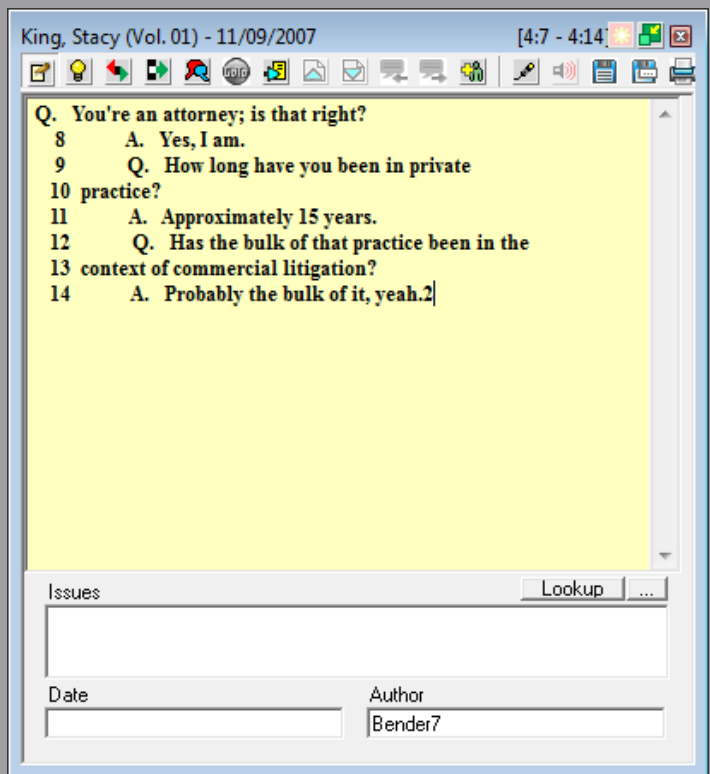
17. Once your transcript notes (clips) are created, you can send them to TrialDirector for export to MPEG-1 / MPEG-2 or PowerPoint. Right-click the **Transcript Notes** node of the iBlaze Case Explorer and select **Import Transcript Notes into TrialDirector as Clips**.
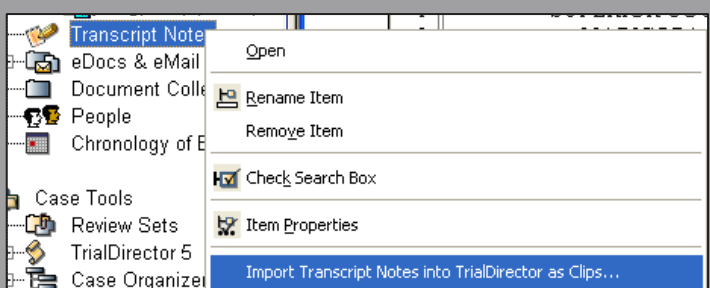
18. Follow the Execute Clip Creation Script wizard in TrialDirector to complete import of the iBlaze Notes. Maintain the default clip settings during import.

19. Once the iBlaze Notes are imported into TrialDirector, edit the clips as needed within the Segment Editor mode of the Multimedia Manager.

20. TrialDirector DVT Clips can be exported to individual MPEG-1 or MPEG-2 clips. You can also export clips to a new or existing PowerPoint Presentation using **Transcript Explorer > View By > Clips > Clips menu > Generate Excerpts from Clips**. Follow the wizard instructions to export the clips. If you select the **Windows Folder** export option, make sure to select **Automatic** for the Video Clip output to create MPEG-2 files.

# Importing Synchronized Video Transcripts with LiveNote

Follow the instructions below to import the synchronized transcripts and attached exhibits into LiveNote. The steps below assume that the DepoView DVD has already been inserted into the DVD drive (or copied to a hard disk).

Tips and Tricks:

❯ Copy the contents of the DepoView DVD to a local or network hard disk location. Copying the DepoView DVD to a hard disk will improve the seek times to access video playback. It will also ensure that the video is always available and the user does not need to swap DVD disks.

❯ When you use the Browse for Audio/Video dialog box to select multimedia files during an initial video annotation transfer from LiveNote to TrialDirector, make sure to view the file details. Examine the file sizes and select only large .VOB files to ensure you are selecting the deposition video, not an interactive menu.
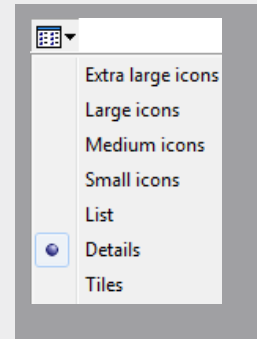
1. If the DepoView application or the MPEG-2/DVD-Video codec has not been previously installed, make sure to run the InstallCodec.exe program from the root of the DepoView DVD. This program only needs to be installed once on each PC where you will be using the DepoView DVD with other applications. Installation of the audio/video codec pack is necessary to ensure that the DVD-Video can be played back in LiveNote.

2. Open LiveNote.

3. From the **Transcript** menu, click **Import**. Browse to the .PTF file contained within the Import folder on the DepoView DVD.

4. Click **Open** to import the transcript and synchronization file. If any notices appear regarding the transcript not having been digitally signed, click **Continue**.

5. Once the transcript has been imported into LiveNote, any attached exhibits can be manually copied to the LiveNote case folder. Click one of the hyperlinks within the transcript to determine the location where the exhibit files from the DepoView DVD must be copied.
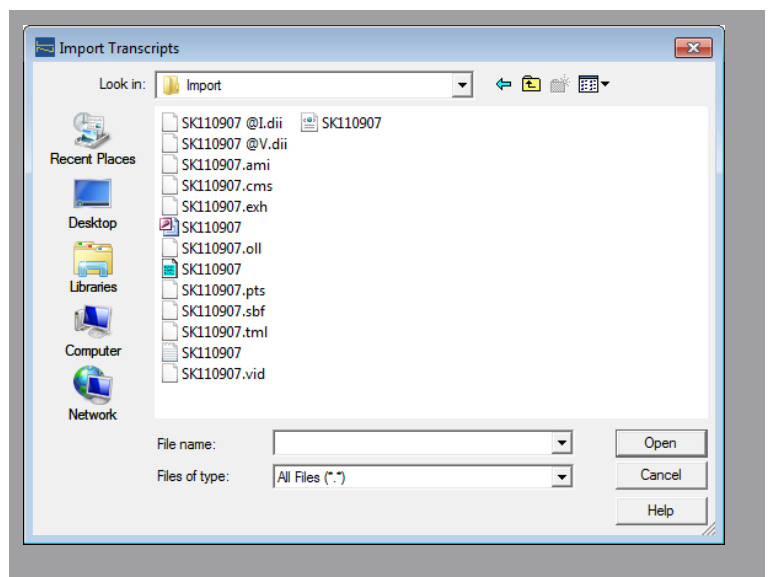
6. In the example below, the exhibit files need to be copied from the Exhibits folder of the DepoView DVD to the C:\program files\ livenote\livenote\cases\acme corp v smith industries.dir\1.dir\ path. Please note that the last directory (e.g. 1.dir) may have to be created prior to copying the linked exhibits.

7. Once the attached exhibits are copied, clicking any exhibit link in LiveNote will automatically display that image in the default viewer (i.e. Windows Picture and Fax Viewer).

8. For best results, establish the Video Path settings within LiveNote prior to playback of the DepoView DVD. From the LiveNote File menu, click **Case Properties**. Then, click the **Video Paths** button.
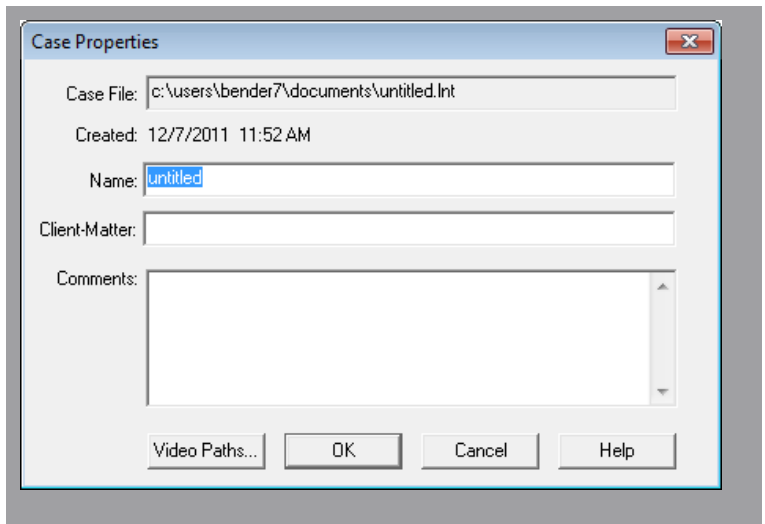

9. Click the **Add Path** button to browse to the location where the DepoView DVD resides.

   NOTE: If you plan to copy the contents of the DepoView DVD to a local or network hard disk, the LiveNote Video Search Path should be added afterward.

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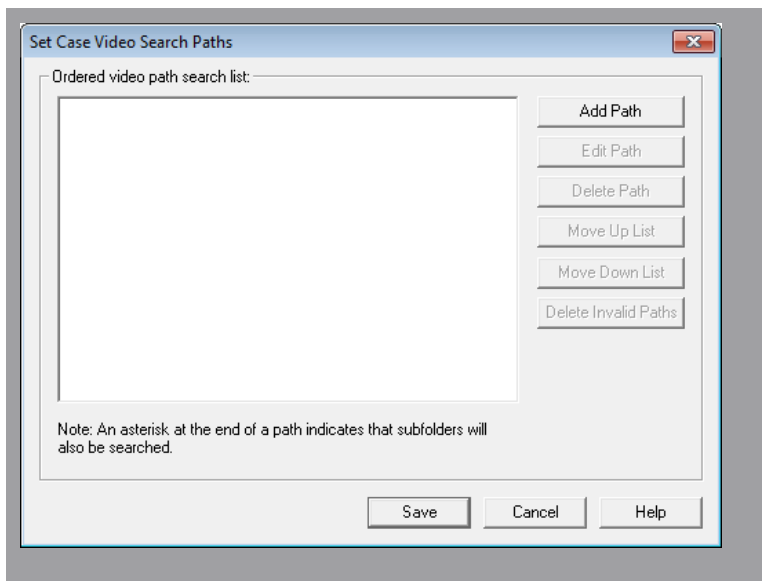
10. Click the **Browse** button to select the drive letter where the DepoView DVD has been mounted. If the DepoView DVD has been copied to a hard disk, select the path containing the contents of the DVD. For best results, select the **Search this folder and its subfolders** option.

11. Click **Save** to return to the **Set Case Video Search Paths** dialog box. Click **Save** again to return to the LiveNote Case Properties dialog box. Click **OK** to close the Case Properties dialog box.
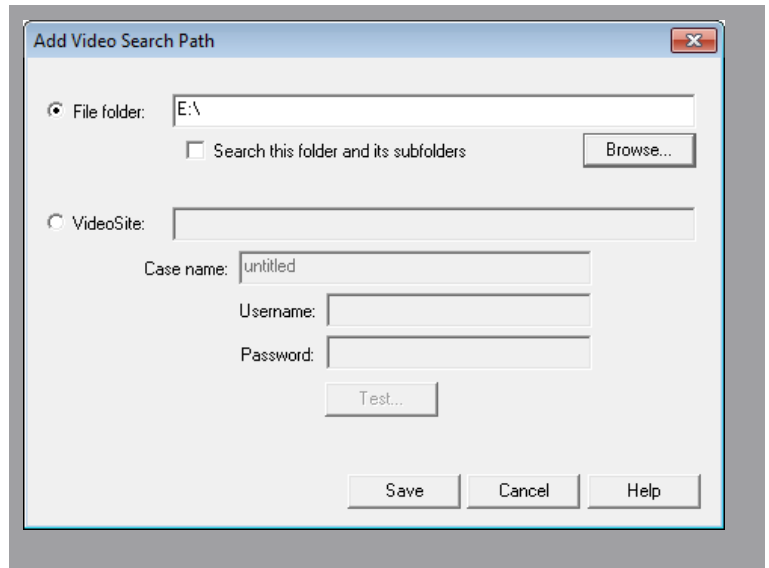
12. To begin playback of the DepoView DVD video, right-click the transcript within the LiveNote Case Explorer and select **Play Video**.

13. The DepoView DVD will begin playback and the transcript will begin to scroll insynchronization.

14. To create a new clip (annotation) within LiveNote, select the appropriate text (such as one question and answer) and release the mouse. The LiveNote Annotate dialog box appears.

15. Use the features within the **Video** tab to set the start/end times of the clip. Once the clip times are set, click **Test** to verify and then **OK** to save the annotation.
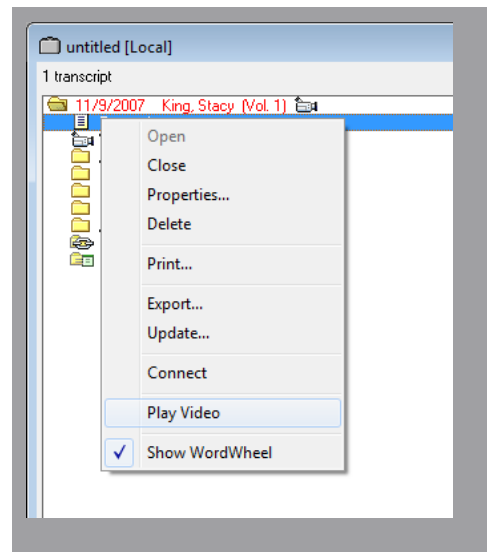
   NOTE: inData Technical Support cannot assist in helping users create/edit clips in LiveNote.

› Importing Synchronized Video Transcripts into Sanction

Follow the instructions below to import the syn- chronized transcripts and attached exhibits into Sanction v2.8/2.9. The steps below assume that the DepoView DVD has already been inserted into the DVD drive (or copied to a hard disk).

> **Tip:**
>
> › Copy the contents of the DepoView DVD to a local or network hard disk location. Copying the DepoView DVD to a hard disk will improve the seek times to access video playback. It will also ensure that the video is always available and the user does not need to swap DVD disks.

1.   If the DepoView application or the MPEG-2/DVD-Video codec has not been previously installed, make sure to run the InstallCodec.exe program from the root of the DepoView DVD. This program only needs to be installed once on each PC where you will be using the DepoView DVD with other applications. Installation of the audio/video codec pack is necessary to ensure that the DVD-Video can be played back with Sanction.

2.   Open Sanction.

3.   From the **Import** menu, click **Transcripts**. Browse to the Import folder on the DepoView DVD and select the .MDB file. Then, click **Open**.
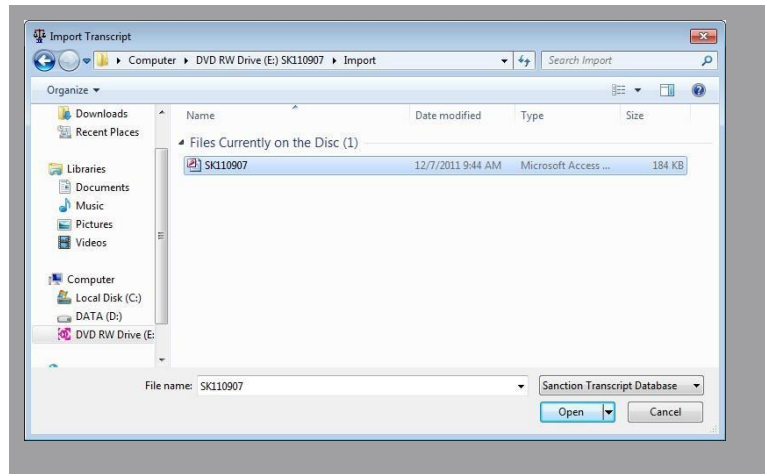
4.   Select one of the video items associated with the deposition (usually the full name of the deponent) to begin synchronized playback.

5.   You can also use the Sanction Clip Creator to create Media Clips, which can be played back in the Sanction Presentation.