

## Get transcripts with attached exhibits and/or video synchronization, all in one neat little package from your court reporter – the CT Summation Briefcase Format (SBF) file.

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The ability to accept SBF files is available in CT Summation Blaze LG, LG Gold, and iBlaze Versions 2.5 or later, and in CT Summation Enterprise. All you have to do is drag-and-drop the SBF file into CT Summation software and the transcripts, exhibits, and video synchronization are automatically loaded right there into the CT Summation program.

### **EASY**

The Summation Briefcase Format (SBF) file can contain transcripts, linked deposition exhibits, and video synchronization. Your court reporter can deliver the SBF file to you via email, diskette, or CD. Once you receive it, simply drag-and-drop the SBF file into CT Summation under the Transcripts item in the Case Explorer. The SBF file will automatically load the transcripts, exhibits, and video into CT Summation. Any existing draft transcripts in CT Summation are automatically updated, leaving your marks, notes, and issue codes intact. You are ready to search, organize, and analyze transcripts, exhibits, and video testimony. It's that easy!

### **SECURE**

At your option, the court reporter can assign a password for opening the SBF file, sent under separate cover. There's no need to worry about someone intercepting and opening the SBF without a password.

### **IMMEDIATELY SEARCHABLE**

Unlike other transcript management programs, which only allow you to view the exhibits, CT Summation software incorporates the transcript exhibits into its powerhouse Core Database. This means you can easily locate and view all transcript exhibits. After OCR conversion within CT Summation iBlaze, you can even search the exhibit text. Once you have loaded a transcript and exhibits into the application, you can continue to add information, your own thoughts, and other comments to the exhibits.

#### LINKED EXHIBITS WITH MULTIPLE ALIASES

When you receive the final transcripts from the court reporter, all exhibits will be hyperlinked to the exhibit reference within the transcript. At your request, the court reporter may also link the exhibit under multiple aliases (e.g., all references to “Exhibit A” and “the contract” hyperlinked to the contract at issue).

#### COURT REPORTING AGENCIES THAT PROVIDE THE SBF

Many court reporting agencies across the country can provide you with an SBF file upon request. CT Summation offers software and training to court reporters on how to create an SBF file, for free! Tell your favorite court reporter to visit our website at <http://www.ctsummation.com/TrainingAndSupport.aspx?tab=CourtReporters> for more information.

#### VIDEO SYNCHRONIZATION

The MPEG video file will always remain a separate file that you can either save on your laptop, network or store on CD-ROM. The SBF file will only contain the file that synchronizes the transcript text with the video deposition, if you’ve requested video synchronization from your court reporter or other service bureau provider.

#### DATABASE FIELDS AUTOMATICALLY POPULATED WHEN LOADING EXHIBITS INTO CT SUMMATION VIA THE SBF FILE

DocID – CT Summation contains an “EXH” prefix and consecutive numbering (e.g. EXH0023)

DocLink – Holds the link/path to the image of the exhibit

DocType – Contains the exhibit’s name as “Exhibit for (Transcript name)”

DepoIDs – Contains the page and line citation for all places where the exhibit is linked within given transcript. Allows you to see Q & A pairs where the exhibit is referenced, at a keystroke (alt-C)

DepExh# – Contains all aliases for the exhibit within a given transcript

You can search through CT Summation’s Core Database for information contained in any of these fields and additional information that you add.

Moreover, after using the OCR conversion utility in CT Summation iBlaze, you can search for words occurring within the exhibit itself. A wide range of markup tools is available to annotate exhibits.

## CT Summation Briefcase File Format

Supported Image Formats:  
TIFF JPEG BMP WMF GIF PDF

Supported Video Formats:  
All formats supported by Windows Media Player Version 7 and later, including:  
AVI MPG MP2 WMV  
In addition, CT Summation Enterprise supports Sanction MDB and inData XML formats.



# CT Summation

CT Summation  
425 Market Street  
San Francisco, CA 94105  
800 735 7866 toll free  
415 442 0404 tel  
[www.ctsummation.com](http://www.ctsummation.com)