



United States District Court
District of Connecticut

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Roberta D. Tabera, Clerk
By _____
Deputy Clerk

**Internet Based Transcription Software
Policy**

/s/ Janet C. Hall

Janet C. Hall, Chief Judge

The District Court for the District of Connecticut utilizes the transcription management software LiveNote™, which grants court reporters the ability to share transcription in real time directly between connected computers in the courtroom. This software requires manual configuration of local software by both the court reporter and the receiving party. The court pays an annual fee to continue using this software.

The advent of secure Internet based technologies presents new options previously unavailable to us. The Court has tested Bridge Mobile, an Internet based real-time transcription software made by Advantage Software (<http://www.eclipsecat.com/content/bridge-mobile>). Bridge Mobile has proven reliable, and met the functional requirements of both the court reporter and court staff. This software model is completely reliant on an Internet connection. Data is streamed out from the court reporter's computer, through a secure portal on the Internet, then accessed by whomever the court reporter allows. The viewing software can be installed free of charge and is supported on all major platforms, including iOS, Android, Windows, and Mac OS. The court reporter has the option to maintain a local backup copy in the event of connectivity loss.

The District's Information Technology (IT) Committee has reviewed this software and determined that it is in the Court's best interest to approve its use throughout the district. We have consulted with the Administrative Office of the United States Courts (AO) security office, and have been advised that, based on the [Guide to Judiciary Policy, Vol. 15, Ch. 3, Section 310.10.20: Importance of Security](#), "The confidentiality, integrity, and availability of IT assets [judiciary data and information] in the judiciary must be appropriately protected." With these guidelines in mind, we (the Court) have discretion to make risk-based decisions about using cloud based services, as outlined in the "[Exceptions to IT Security Policies](#)" policy, which was approved in 2012 by the Judicial Conference Committee on Information Technology. Adoption of this local policy can be used as a way to capture the Court's risk-based decision. This technology is needed to support Court business and is being used in a way to minimize risk and to preserve the

"confidentiality, integrity, and availability of IT assets [judiciary data and information]" as required in the Guide.

Based on the above, and the understanding that there are several similar Internet based transcription software options available, the Court will maintain a list of approved software suites. They will be attached to this policy and updated/amended as needed.