

# Quality Courtroom Exhibits and Presentations For Today's Document Examiner

Charla Janney and Dick McEvoy are proud to present a seminar/workshop in conjunction with A.F.D.E. Major topics to be covered will be:

- Image Capture – New and Old
- Methods of Presentation
- What is really Needed
- Quick Photoshop Methods
- Powerful PowerPoints
- Working in Word
- Planning for Protocols
- Contracts with Attorneys
- Effective Report Writing

**Date:** Monday, Sept. 24, 2007

**Time:** 8:30 AM – 4:00 PM

**Place:** Embassy Suites – The AFDE Seminar hotel

**Seminar Fee:** \$125.00 – Includes morning continental breakfast, breaks and lunch.  
All registrations must be received by September 7, 2007

## Abstract of the Program

The program will consist of 60% lecture, with handouts, and 40% hands-on working to solve individual problems in any of the software the attendee has problems with. The lecture will point out the need and advantages of protocols for courts and contracts. Quick methodology for image captures will be discussed and demonstrated. Then, the transition into the workflow determined to be best for the needs of the attorney, the court and the examiner will be discussed. The software addressed will be Adobe PhotoShop, MS Word and PowerPoint with thoughts on how to quickly put them to best use and present a professional image. Methods for the sharing and transmitting of the work done will be discussed and demonstrated. Handouts will be step-by-step and well illustrated for processes discussed and demonstrated. A CD for work in class will be given.

Though not a necessity, those attending are encouraged to bring their own laptop computers for use in the class. You are also encouraged to bring problem cases and exhibits so that we can work on them with you. Certificates will be given by Forensic Imaging, Inc. to serve as proof of attendance.

**As a result of this class, those attending should be better able to plan for, and produce, very effective professional visual presentations for their work. In addition to gaining professional polish, they should be better able to contract for higher fees with easier justification.**

Please fill out the registration form for Quality Courtroom Exhibits and Presentations for Today's Document Examiner and contact Charla Janney to register.

Registration by Phone, Fax or e-mail. DO NOT E-MAIL CREDIT CARD INFORMATION. We take Check or Credit Card (VISA/MASTERCARD).

# Registration Form

## Quality Courtroom Exhibits and Presentations for Today's Document Examiner

Name (as to appear on a certificate): \_\_\_\_\_

Company name  
(as to appear on a certificate): \_\_\_\_\_

Street address to be mailed to: \_\_\_\_\_

P.O. Box # (if desired for mailing): \_\_\_\_\_

City, State, Zip Code, Country: \_\_\_\_\_

\$125.00 Payment by check, money order or credit card : Visa or MasterCard

# \_\_\_\_\_ Expiration Date \_\_\_\_\_

**Please call, fax or mail this form to Charla Janney.**

**Charla Janney & Associates, Inc.**

**12383 W. Louisiana Ave.**

**Lakewood, CO 80228**

**e-mail: [cjanney@sprintmail.com](mailto:cjanney@sprintmail.com)**

**Office Tel. 303.985.3846**

**Fax 303.980.1216**

**Cell 303.748.8548**

Your Voice phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Your Fax number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Your e-mail address (if you have one) : \_\_\_\_\_

**What are two things that you wish to learn most from this course ?**