

Guidelines For Trial

1. Be on time for each court session.
2. Each party must file its witness list, exhibit list, and requested voir dire questions with the Clerk's Office and submit a copy to Judge Parker's chambers at least five business days before jury selection.
3. In civil cases, the Pretrial Order governs the process of marking, exchanging and objecting to exhibits in advance of trial. In civil matters in which a Pretrial Order has not been entered, and in criminal cases, counsel must mark their exhibits and show them to opposing counsel at least 30 minutes prior to the beginning of court session each day. If opposing counsel objects to any exhibit, bring this to the attention of a law clerk immediately. The marking of exhibits and hearings on objections to exhibits will not occur in the presence of a jury.
4. If you intend to use the audio/visual equipment in the courtroom, please inform Cynthia Blumenthal, Judge Parker's Courtroom Deputy, one week before trial.
5. Stand when questioning witnesses or addressing the court, including when making objections. (Counsel or pro se litigants with physical disabilities will be excused from this requirement.)
6. Stand behind the podium, a respectful distance from the jury, while examining witnesses unless Judge Parker permits you to leave the podium. Do not address the witness by his or her first name.
7. In your opening statement to the jury, do not argue the case and do not discuss law. Give a concise summary of the important facts. Do not describe in detail what particular witnesses will say.
8. If you intend to question a witness about documentary exhibits, avoid delay by having photocopies of all documentary exhibits at the podium and place all of the documentary exhibits, stacked in the order you intend to discuss them, on the witness stand before beginning your examination.
9. When you object in the presence of the jury, make your objection short and to the point. Do not argue with the ruling of the court in the presence of the jury. Do not make motions (e.g., a motion for mistrial) in the presence of the jury. Such matters may be raised either at a bench conference or at the first recess without waiving any rights by such delayed motions.
10. If you anticipate an evidentiary dispute to arise during a jury trial, call the problem to the attention of the court in advance of that day's trial session to permit the court time to conduct a hearing and to resolve the issue before the session begins.