



## Real Time Deposition Tagger (RTDT)



The Real Time Deposition Tagger (RTDT) is a proprietary handheld device sold exclusively by depose.me. These are available for FREE by all participants that are purchasing a copy of the Official Record<sup>1</sup>

### **OVERVIEW**

The RTDT can be held discretely in your hand to provide for discrete tagging. A TAG is used to mark the exact position of important testimony for easy reference during review. You will be given an RTDT before the start of the Video Deposition<sup>2</sup> by the Notary-tech and the serial number marked on the device will be recorded in a log book and you will be asked to verify and sign the log (sample below).

Date	DEPO #	RTDT S/N	Company/Printed Name	Signature

The RTDT can be used by remote participants attending by telephone or video conference. However, arrangements must be made to ship an RTDT to such attendees in advance. Law firms that frequently attend depositions remotely may purchase an RTDT to avoid shipping charges.

<sup>1</sup> Copy fees are rebated to the clients less as 20% processing fee. See depose.me “Copy Fee Policy” for more information.

<sup>2</sup> The RTDT is provided FREE only to participants that are purchasing a copy of the Official Record. If you are not sure if you will be purchasing such a copy, you can still use an RTDT for a small fee and the TAGs will be loaded on the depose.me online user portal if you decide to purchase such a copy at a later time.

The contents of the RTDT can be remotely uploaded through the depose.me online user portal by remote users at any time after the conclusions of the Video Deposition.

### **OPERATION**

The **GREEN-LED** will flash every 10 seconds to indicate that the RTDT is healthy and ready for use.

The **GREEN-LED** will flash every 20 seconds to indicate that the RTDT has a low battery. (Battery life is one year or longer depending on use). If **GREEN-LED** flashing change from every 10 seconds to every 20 seconds during a deposition, do not worry. The RTDT will operate for days or even weeks from this point. **HOWEVER PLEASE CHANGE THE BATTERY BEFORE THE NEXT VIDEO DEPOSITION.**

If the **GREEN-LED** starts omitting a double flash every 20 seconds, please remove the RTDT from service and contact technical support at depose.me.

Each time the **RED-Button** is pushed by the user, the **RED-LED** will flash to indicate a TAGing action.

A **SINGLE** push of the **RED-Button** on the RTDT will create a TAG at that particular time in the deposition testimony.

**THREE, FOUR or FIVE** pushes of the **RED-Button** within a 5 second time period will mark the previous TAG for deletion no matter how long ago the TAG was created. This does not actually delete the previous TAG, it only changes its appearance on the user portal deposition review timeline screen. The user can easily remove and/or hid all TAGs marked for deletion.

**SIX or MORE** pushes of the **RED-Button** within a 5 second time period will create a **SUPER TAG** which will be differentiated on the online user portal deposition review timeline screen.

At the conclusion of the Video Deposition please return the RTDT to the Notary-tech so that the tags can be uploaded to the user portal.