



Starting Your Deposition On-Time: Location & Web Conference Details



Whether your next deposition requires a conference room location or web conference capabilities, we take essential steps to ensure you have what you need for your deposition to start right on time. Here is what you can expect:

For conference rooms...

- Conference room location details are confirmed the business day prior to the deposition.
- Conference room locations are properly situated to allow for social distancing, and are equipped with speakerphone and WiFi capabilities.
- Conference room is open at least 30 minutes prior to the start time of the deposition, to ensure all parties have time setup and are ready to go on time.

For remote depositions...

- Web conference invitations are sent via email (as a calendar invite) soon after scheduling, and we will provide a final confirmation the business day prior.
- Host arrives in the remote deposition room 30 minutes prior to the scheduled start time of the deposition.
- Host will ensure all parties are successfully connected, and audio and video are working properly.

For more helpful tips & insights, visit your Remote Deposition Resource Library at www.huseby.com/remote-depositions or the Huseby Journal at www.huseby.com/blog.





Starting Your Deposition On-Time: Pre-Deposition Steps



Whether your deposition is remote, in-person, or a combination of the two, we take essential steps to ensure that your deposition kicks-off right on time.

Here is what you can expect:

Web Conference Invitations

All remote attendees will receive the deposition web conference invitation via email (sent as a calendar invite) soon after you schedule your remote deposition.

Real-Time Text Streaming Link

If you choose to add real-time to your deposition experience, you can expect to receive a web link to the real-time session prior to the deposition start time.

FileShare Exhibit Link

When adding FileShare to your remote deposition experience, you will receive your link in a timely manner, so you can easily upload your exhibits prior to the deposition start time.

Exhibit Presentation Technician

Should you wish to have a Huseby technician present your electronic exhibits, we will square away the details so you are ready to go when the time is right.

Location Confirmation

If you require a location for an in-person deposition, we will swiftly secure a location for you Anywhere, USA, and promptly provide your team with the details.

Time Zone Reminders

If parties are attending from multiple time zones, we'll put proper reminders in place so all parties are certain of the precise start time.

For more helpful tips & insights, visit your Remote Deposition Resource Library at www.huseby.com/remote-depositions or the Huseby Journal at www.huseby.com/blog.



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Starting Your Deposition On-Time: Day of Deposition



On the day of your deposition, your Huseby team has taken every step to ensure that you start right on time. Whether your deposition is in-person, remote or a combination of the two, here is what you can expect:

In-Person Depositions

- Conference room is set-up to your specifications, including technology and social distancing.
- Conference room opens at least 30 minutes prior to the scheduled start time of the deposition. When including a videographer, the room will open 60 minutes prior.
- If there are remote attendees, your host will ensure those attendees are successfully connected, and audio and video are working properly.

Remote Depositions

- Receive your remote deposition welcome email 30 minutes prior to the scheduled start time, which includes technical support options for during your deposition.
- The web conference room opens 30 minutes prior to the scheduled start time of the deposition, where your host, court reporter and videographer will be ready to go.
- Your host will ensure all parties are successfully connected, and audio and video are working properly.

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