

## **Judge Williams' Trial Procedures**

### Jury Trial Schedule

- Parties and counsel must arrive to the courtroom by 9:00 a.m. The jury will enter the courtroom at 9:30 a.m. There will be two fifteen-minute breaks, one in the morning and one in the afternoon, and a forty-five minute lunch break around 1:00 p.m. The jury will be excused each day at 5:30 p.m.

### Communications to Chambers

- Any and all trial correspondence should be via Delaware counsel through the GBW Civil mailbox (gbw\_civil@ded.uscourts.gov).

### Juror Lunch & Snacks

- The parties shall pay for and coordinate ordering and delivering juror lunches and snacks during the trial. The parties are reminded to remove any self-identifying materials from the juror lunches and snacks to maintain anonymity.
- Delaware counsel shall email gbw\_civil@ded.uscourts.gov each day to receive the juror lunch requests.

### Time Keeping

- The Courtroom Deputy shall keep track of the time. Each morning, Judge Williams will read on the record the amount of time each party has remaining.

### Approaching the Bench

- Parties are reminded to ask for permission before approaching the bench, and should be reminded that any witness binders shall be passed through a deputy or law clerk.

### Dispute Resolutions / Objections

- Delaware counsel, on behalf of the parties, shall notify the Court by email (gbw\_civil@ded.uscourts.gov) by 6:00 a.m. of any objections to demonstratives, witnesses, deposition designations, or other evidence to be presented that trial day. The parties shall attach to the email digital copies of all relevant demonstratives, exhibits and deposition designations with the disputed passages highlighted. By 8:15 a.m., the parties shall provide the Court with two (2) courtesy copies of the objections and relevant exhibits and deposition designations. The parties shall leave the courtesy copies on the podium in the courtroom.
- The parties shall follow the below template when filing objections with the Court:

1. Plaintiff's Opening Demonstratives

| Slide Number(s) | Defendant's Objection(s) | Plaintiff's Response(s) |
|-----------------|--------------------------|-------------------------|
| Slide [x]       |                          |                         |

2. Defendant's Opening Demonstratives

| Slide Number(s) | Plaintiff's Objection(s) | Defendant's Response(s) |
|-----------------|--------------------------|-------------------------|
| Slide [x]       |                          |                         |

3. Exhibits to be used with [insert witness name]

| Exhibit(s)  | Objection(s) | Response(s) |
|-------------|--------------|-------------|
| Exhibit [x] |              |             |

- Parties' objections to demonstratives, exhibits, witnesses, and deposition designations shall be addressed from 9:00 a.m. to 9:30 a.m., after 5:30 p.m., or during the morning, lunch, or afternoon breaks.
- The parties are encouraged to bring issues to the Court's attention in advance of testimony, when possible.

Coordination of Exhibits on Joint Exhibit List

- When possible, the parties shall refer to exhibits from the joint exhibit list.
- The parties are instructed to de-duplicate the joint exhibit list and consistently paginate the joint exhibit list, i.e., JTX001, JTX002, etc.

Witness Binders

- The parties shall provide the Court two (2) courtesy copies of any witness binders.

Demonstratives

- The parties shall provide the Court two (2) courtesy copies of any demonstratives used at trial.

Voir Dire

- Plaintiff(s) shall bring at least 52 pens to jury selection for the jury to use during voir dire.

### Federal Judicial Center Introduction to the Patent System

- Plaintiff(s) shall have the Federal Judicial Center Introduction to the Patent System video ready to be played at the time the jury has been selected. Judge Williams will reference the video during the preliminary jury instructions. Plaintiff(s) shall be ready to play the video at the appropriate time.
- A deputy shall distribute the juror notebooks, if there are any, to the jury before the video is played. These notebooks shall be distributed prior to the start of the preliminary jury instructions.

### Charge Conference

- A charge conference will be held the second to last day of the jury trial to resolve any disputes regarding the final jury instructions and verdict sheet. At that time, the parties may formally object to the final jury instructions and verdict sheet.
- Prior to the charge conference, the parties shall file and email chambers (gbw\_civil@ded.uscourts.gov) revised versions of their proposed final jury instructions and verdict sheet.

### Court Reporter

- At least three (3) business days before the start of the jury trial, the parties shall email the court reporter and chambers a glossary of terms and names, a list of possible witnesses who may appear at trial, and a list of phonetic pronunciation of attorneys' and witnesses' names.

### Exhibits for the Jury

- The parties are reminded to have hard copies of all paper exhibits ready for the jury by the time the jury deliberates.
- If there are electronic exhibits, the parties must notify the Court (or deputy) prior to the start of closings.