

COURT OF APPEAL, FIFTH APPELLATE DISTRICT

Additional Preferred Formatting for Reporter's Transcripts

1. All volumes merged into a single volume.
2. A master index of all hearings/witnesses/exhibits located in the transcript. The master index is the first bookmark regardless of where the master index is located within the document (either first or last). The master index has all the sessions listed chronologically, all the witness exams listed chronologically, and also alphabetically, and all exhibits listed (introduced and received) if done on the record.
3. The master index is hyperlinked to each of the above locations.
4. Each volume has a cover page in compliance with the rules of court, and there is a bookmark to each cover page.
5. Exhibits are bookmarked.
6. A word index is not required, but if included, it is bookmarked. Word index is located at the end of the document.
7. All bookmarks retain the user's currently selected zoom settings.