



The Mission of the Superior Court of California, County of Orange is to:
Serve the public by administering justice and resolving disputes fairly, efficiently, and expeditiously.

Court Reporter Electronic Transcripts

January 13, 2023

Internal Court Use Only

Overview

Effective February 1, 2023, an Official Court Reporter or Official Court Reporter Pro Tempore of the Orange County Superior Court shall deliver a transcript in electronic form as specified in [Code of Civil Procedure section 271](#). This statute was enacted in 2017 in [AB 1450](#) with a delayed implementation date.

This one-page summary provides additional information for Official Court Reporters and Official Court Reporters Pro Tempore, and interested parties.

Electronic Form Transcript Requirements

[California Rules of Court \(CRC\), rule 8.144](#) specifies the requirements for the form of the record on appeal. Pursuant to this rule, a reporter's transcript delivered in electronic form must:

- Be generated electronically; it must not be created from a scanned document unless ordered by the court.
- Be in full text-searchable PDF (portable document format) or other searchable format approved by the court.
- Ensure that the electronic page counter in the PDF file viewer matches the transcript page numbering.
- Include an electronic bookmark to each heading and subheading; all sessions or hearings (date lines); all witness examinations where each witness's direct, cross, and any other her examination begins; all indexes; and all exhibits where any exhibit is marked for identification and where it is admitted or refused. All bookmarks, when clicked, must retain the user's currently selected zoom settings.
- Be digitally and electronically signed by the court reporter, unless the court reporter lacks the technical ability to provide a digital signature, in which case only an electronic signature is required.
- Permit users to copy and paste, keeping the original formatting, but with headers, footers, line numbers, and page numbers excluded.
- Permit courts to electronically add filed/received stamps.

Court Reporters

Official Court Reporters and Official Court Reporters Pro Tempore will upload their transcripts using their preferred vendor and application. Depending on the vendor application used, a dropdown may appear that allows the court reporter to select the appropriate case type – *Civil Appeals, Criminal Appeals, Family Law Appeals, Juvenile Appeals, Probate Appeals, Preliminary Hearing*. Selecting the correct case type is important for proper routing of the transcript. For questions regarding electronic delivery of transcripts on appeal or electronic form requirements, please contact the specified court contact below.

Questions or Additional Information:

Court Reporters: Adriana Araneta – Court Reporter Manager
aaaraneta@occourts.org

**Document contains confidential attorney-client information and should not be released to the public.
FOR COURT USE ONLY – IF FOUND PLEASE RETURN TO ORANGE COUNTY SUPERIOR COURT**