**LAW CLASS**

**How Courts Work   
Steps in a Trial**

**Officers of the Court**

Answer the following questions after completing the readings:

Vocabulary

**Baliff**: an officer of the court who has specific duties during a trial  
**Verbatim**: ticket (like a traffic ticket)

**In lieu of:** instead of

**Zealously**: with great enthusiasm

***Vigorously****:* with great intensity

**Competent**: know what they are talking about; educated

1.  What is the role of the judge is the trial is…  
    with a jury:  
    without a jury:   
  
2.  What are the two things does a court clerk does?  
     1.   
     2.

3. How does a bailiff contribute to the trial? (list several responsibilities of the bailiff  
4. What does the court reporter do?   
5. When a court reporter is not available, what can be done to replace them?