###### OMNIBUS CHECKLIST FOR JUDGE

#### Call Case

#### Identify prosecutor

#### Identify defendant

#### Identify defendant’s lawyer, if any

Determine if there is a plea agreement or if it is probable

Determine if there are any issues with discovery

#### Establish final discovery deadlines

Determine if prosecution intends to introduce at trial other crimes, wrongs, or acts of Defendant.

Identify defenses

general denial  affirmative defenses? If yes, establish deadlines

Prosecutor’s pre-trial motions

Defendant’s pre-trial motions

suppress any admission or confession  suppress physical evidence

motion to dismiss  motion to exclude Defendant’s crimes, wrongs, bad acts

other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Establish final motion schedule

General Trial Information

# prosecutor witnesses  # defense witnesses

deadlines for motions in limine and jury instructions

Schedule upcoming dates

evidentiary hearing  judge or jury trial

if jury, final pretrial hearing  other deadline

**Notice to Defendant:** These warnings should be given as appropriate.

No motion filed, evidentiary hearing automatically canceled

Defendant must appear in person for every evidentiary hearing, final pretrial, trial, other

hearings.

If defendant doesn’t appear in person as ordered, driver’s license suspended and warrant

issued.

In jury trial case, if Defendant doesn’t appear at final pretrial or at the jury trial, jury trial will be

automatically canceled and case set for a judge trial.

If Defendant doesn’t appear in person, trial may be held and defendant sentenced to maximum penalties without being present