



# Under the Microscope

Vol. 1, No. 2 Newsletter of IADE Summer 2015

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## Presenting a Professional Image Editorial

SEAK is an expert witness training organization. They offer training in testifying as an expert. These programs are offered in various parts of the country usually lasting two days with pre-conferences for an additional fee. They have been offering their services since 1980. They recently held a conference in Washington DC at the same time that IADE offered a similar seminar in Edgewood, Maryland. We limited the number of people who could attend so that we could give more personal attention to each attendee. The offerings of both seminars were similar although SEAK attracted a larger number of attendees. Cost to attend the SEAK Seminar was \$1,195 for two days. Cost to attend the IADE seminar was \$150 each.

The seminar that IADE offers entitled, “Presenting a Professional Image” is an intense two-day seminar with a very small group of people. We cover many types of questions that document examiners may have to answer in court or deposition. We spend much time videotaping attendees in Mock Trials and each participant gets a copy of their testimony. The purpose of these seminars is to help people learn to testify well. You may be the best document examiner in the country but if you cannot express yourself well in court, you will not succeed in this field. You will find comments from some of the attendees in this newsletter.

Bill and I, with Bob Baier’s assistance, would like to present more of these seminars in various parts of the country. We have already been invited to conduct a seminar in Florida and we will do so. We intend to limit the attendees to 5 to 8 people. If you are interested in having a seminar in your area, please contact me so I can schedule it. It is essential that we spend time learning to testify well.

*Kathie*



# HIGH TECH SOLUTIONS

## Document Examination in the Future

By *Bill Koppenhaver*

This issue of Hi-Tech will be a bit different in that I will be predicting methods of communicating with clients in the future rather than today. While most of the electronics needed are here right now, it will take a number of years for most people to get comfortable using these new methods of doing business.

Live video conversations via computer will be in as common as telephone calls are today. Just as wearing glasses are common today, wearing a wireless (Bluetooth) telephone headset will be common in the future.

With this background let us take an imaginary inquiry call from a prospective lawyer.

Long before the lawyer makes his call he or his assistant has done an Internet search for prospective document examiners. Then as now being near the top of the list of document examiners is the key to success. Web sites will contain much more video information than they do today. They may start off with a brief welcome video thanking them for coming to the site and offering a brief overview of the services offered. This introduction then blends into an interactive mode in where the client can request specific information such as your CV, specific services, or fee structure. Upon leaving the site the visitor will be offered a chance to speak directly with the document examiner during normal business hours or a chance to schedule a call from the examiner at their convenience.

When the call is made to the examiner the use of video technology will enhance the prospect of being retained because visual clues are provided in addition to verbal clues as to the ability to provide the needed services. For example having a work space in which document equipment and text books are visible in the back ground will add to a professional image.



**Example of an unprofessional work space**

Capturing potential client information like names, addresses, names of the parties and type of case shows the client that the document examiner has an organized method of handling cases. Doing a data search of files to help prevent a conflict of interest with parties on the opposite side of a case also promotes confidence. On the other hand a poor video presentation will drive prospective clients away.

Good quality scanning equipment will enable documents to be transmitted with high resolution equal to a photograph. This will enable examiners to form preliminary opinion within a few hours after the initial contact. Seeing the original documents will always remain critical in any case in which they exist.

Computer software that speeds up the process of creating an exhibit may help the DE reach an opinion about questioned signatures more quickly. Either multiple computer displays or very large computer displays will help simplify the comparison process by allowing enlarged signatures to be displayed next to each other making it easier to see the similarities and differences. With minor modifications a Power Point presentation could be developed to support the opinion at deposition or trial. For a generation raised with all forms of video this will be a powerful marketing tool. If a picture is worth 1000 words, live video will be worth much more.

## BOARD MEMBERS

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**Kathie Koppenhaver**  
*Journal*

**Diana Mears**  
*Newsletter*

**Roxanne Brand**  
*Membership*

**Bill Smith**  
*Webmaster*

# The Book Shelf



## Identity Theft for the College Student

By Robert Baier  
Reviewed by Kathie Koppenhaver  
Robert (Bob) Baier's book is one  
that every person should read, not just

college students. Why? Because we are all potential victims of identity theft and Bob gives excellent tips on precautions that we can take to help prevent becoming a victim.

Identity theft is the use of your name and personal information for criminal acts. They may steal your credit card or checking account information, use your name when they are arrested, and get medical services in your name. Identity thieves will destroy your credit. It takes years to recover your good name.

Identity theft is the fastest growing crime in the country. Bob includes statistics on identity theft showing how rapidly it has grown into a serious problem. In 2001, the Federal Trade Commission received reports of identity theft from 87,000 people. By 2005, identity theft increased more than 100 times. A thief steals an identity every 79 seconds. I once heard a speaker say that everyone would become a victim of identity theft during his or her lifetime. This has become a universal problem.

Bob discusses terms used by identity thieves to secure your information and gives illustrations. Chapters 2 to 11 cover the different methods used to steal your information. In many cases, thieves gather information from a variety of sources. They go through your trash, videotape your pin number at ATM's, steal your mail from your mailbox and use the internet to trick you into revealing personal information. These are only a few of the ways of stealing information. Everyone needs to read Bob's book to find out all the various methods being employed.

Bob then tells you what steps you can take to avoid being a victim. Since identity theft does not involve close contact with the victims, it takes more time and effort to avoid becoming a victim. He also suggests credit-monitoring services to check your credit reports frequently to spot any unauthorized attempts to access your credit.

Bob's book consists of seventeen chapters with 123 pages of valuable information. The book is easy to read and a comfortable size. Bob has also taped his book for people who prefer to listen to tapes. The book is a bargain at \$14.97 and can be ordered from Bob's website at [www.bobbaierinfo.com](http://www.bobbaierinfo.com). As stated on the back of the book, "This book will help you keep your identity safe with preventive strategies and numerous step by step tips and techniques."

Read what Dr. Scot Beckerman says about Bob's book, "One of the most informative books I have ever read. A must have for anyone who uses online services or knows someone who does. This book should be required reading for all high school students before leaving for college." In addition, I say that it is the type of book that should be read by all of us.



## Membership

### 2015 Information

(February 1, 2015 through January 31, 2016)

Application Fee \$25.00

Dues \$90.00 Individual  
(Annual – Prorated)

Lab \$90.00 First Individual  
\$45.00 Additional Individuals

FOR ADDITIONAL INFORMATION  
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## Newsletter

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Deadline for next issue

August 18, 2015



The International Association of Document Examiners (IADE) was incorporated on January 7, 2015 in Maryland. Kathie Koppenhaver is the resident agent and President of the organization. Sylvia Kessler is Vice President, Marcy Word is Secretary, and William Smith is Treasurer.

# Q & A

LAST MONTH'S ANSWER: The ability to do the work. Proficiency testing is the best way to determine if you are doing the work correctly.

THIS MONTH'S QUESTION . . .

Where does the alphabet come from?

Answer will be in the next issue.

If you would like to submit an answer, contact the editor.

See page 3.

## Gotham City Expert Witness Group Monthly Luncheon

The Gotham City Networking Expert Witness Group offers networking opportunities and monthly speaker/topic or group discussions on topics of interest to fellow experts. This is an extremely valuable group for business contacts, exchanging business practices and tips and even learning from each other's litigation war stories. Attorneys in and outside Gotham may want to join just to interact with potential experts for their own use in litigation.

**Future Events:** June 8, September 21, October 5,  
November 16, and December 14

FOR MORE INFORMATION CONTACT:

[geraldgoldhaber@yahoo.com](mailto:geraldgoldhaber@yahoo.com)  
212-379-6661 (O) or 917-279-2303 (M)



NETWORKING BUILDS YOUR BUSINESS!

## Information on Courts in the US

By Kathie Koppenhaver



There are over 300,000,000 people in the USA. 150 million cases are filed each year in U.S. courts. There are approximately 105 members of ABFDE who are taking cases according to their website. While all cases do not involve questioned documents, it is obvious that 105 people cannot handle the workload generated by lawsuits filed in this country each year.

Continued on page 7

## *Tips and Tactics*

- When sitting in court waiting to testify, make a note of any exhibits introduced to the court that you may be referring to in your own testimony so that you can address the exhibits by the court designation.
- The American Society of Industrial Security (ASIS) is the largest security manager's organization in the country. Join as an auxiliary member since there are many potential clients in ASIS.
- Date stamp copies of documents that are received into your office. If you are dealing with original documents, make a copy and stamp the copy. The date that you received documents is important and can become critical information in a questioned document case. In addition, by stamping the first-generation copy, you won't forget which photocopy is the first generation.
- Record the number of each exhibit as it is introduced in court while you are waiting to testify. Judges and lawyers prefer that you can refer to the exhibits by their court numbers when you testify.



**IADE**

International Association  
of Document Examiners

# CONFERENCE/SEMINAR PAGES

## ATTENDEE REVIEWS

*Of the recent Spring Seminar for IADE  
Held April 24<sup>th</sup> and 25<sup>th</sup>*

*JOPPATOWNE, MARYLAND / Presenting a Professional Image*

**I**ADE's inaugural seminar was a tremendous success. Five people, two days, Kathie and Bill Koppenhaver uninterrupted – not much more a document examiner could ask for in a seminar. It was almost like a Monday night class on steroids, but better. Kathie's brilliant approach to have an intimate setting allowed all of the participants to learn in a manner that allowed us to answer questions and have comprehensive discussions that lead to two days of learning from Kathie and Bill, but from one another as well.

The learning didn't stop there. Bob Baier's portrayal of the opposing counsel was sharp. Bob did not let up and the questions kept coming. Having gone through the experience and watching my colleagues go through it too gives me a great understanding of the areas of where I need to improve. That being said, having never testified before, even though I was nervous - the critique and suggestions given will only benefit me in the long run. Being videotaped was just as informative. You really wouldn't believe all the idiosyncrasies one has until you watch yourself in that moment. It's better to learn about them in a safe environment surrounded by your peers than not know about them at all!

I left the seminar with more confidence. I will definitely be signing up for future seminars of this type. Thank you Kathie.

~Roxanne Brand~

**I**t was my very real pleasure to attend Kathie's seminar (workshop) "Presenting a Professional Image". This has been my first workshop with Kathie and it was wonderful. Being selfish, I'm glad that there were only four participants because of the personal one-on-one tutelage we all benefitted from. I've been to many seminars, courses, and workshops. This was one of the best. I must add, that the whole weekend was directed to learning not only from Kathie, Bill, and Bob, but from each other. I felt that the friendship, camaraderie, and relaxed atmosphere emanated by this group of participants was the icing on the very substantial cake. If this is offered again, I strongly endorse and recommend it to everyone.

~Dr. Raymond K. Berweger~



Taken by Dean Mears compliments of Wayne Gondella. (L-R Kathie Koppenhaver, Roxanne Brand, Diana Mears, Dr. Raymond K. Berweger, Wayne Gondella, and Bob Baier)

*Comments continued on the next page*



**I**n coming back from the April Seminar, I have to say two things: First of all, I thought of it more as an intense workshop rather than just a seminar, though we had a great deal of fun as well. Secondly, my own personal impression is that I thought it more personally educational to me than either of the other two seminars that I have been fortunate to attend! It is probably because it was more focused on each individual attendee in an active way, rather than passively such as just listening to a speaker give presentations. I will definitely try to be back for the next such seminar.

We stayed at the Sleep Inn, and the nice thing about it is that it had several restaurants and gas stations right there. You really had everything you needed within walking distance. Breakfast was in-house, but we ate lunches at Denny's right across the way and had some really wonderful food and delicious mango drinks. Kathy shared with us her world of Japanese origami that goes far beyond anything I ever imagined. Plus, the weather was cool, dry and clear; perfect for travel.

The first day was spent as an intense workshop on a number of problems plus a vast litany of tough questions you might be asked during court. That night we went to Parker's Restaurant (previously Williamsburg Inn) for fine food and a little music. We were seated to eat in, of all places, the "Courthouse!" It seemed very appropriate for us as it turns out the owner is an attorney and was previously a client of Kathie's.

The second day was filled with mock trials. Bill was the judge, Kathie was the direct attorney, and Bob was the opposing attorney. I was impressed with how well each of them knew their roles in emulating the types of responses, questions, and even attitudes that one likely will encounter in a live

courtroom. Bob was especially animated and captivating in his role as opposing attorney. I cannot overstate that I felt the material covered here was easily as important as the methods and techniques of handwriting identification itself. The more thoroughly familiar and prepared one is for the courtroom appearance and presentation, the greater will be your success. Of greatest note, was in the wide variety of differences in how the various attendees presented their cases and handled the tough questions. It is a lot harder than one might think until you go through it yourself.

Words cannot fully express the gratitude I have for the enormously tireless work, time, efforts, professionalism, knowledge and magnanimity of Kathie, Bill, and Bob in putting all of this together. It gave us a chance to all spend more time together and get to know each other even better. I am continually impressed by the wholesomeness and integrity of the people I meet in this field.

After concluding the workshop on Saturday, all of us (except Bill who had a previous engagement) went out to TGIF's for dinner.

Thanks to all for a wonderful time! I only wish, it didn't have to end so soon.

~Wayne Gondella~



**I**n reading the other comments for this newsletter regarding the seminar in April, I think we can all agree it was a success! Bill, Kathie, and Bob did an exceptional job! We learned from them and from each other. It was well worth the money and the time! A must go!

~Diana Mears~  
Seminar Participant  
Newsletter Editor



# IADE ANNUAL CONFERENCE

## JAMAICA

SEPTEMBER 9-12, 2015

[www.hiltonrosehall.com](http://www.hiltonrosehall.com)

Hilton Rose Hall Resort & Spa

P.O. Box 999 Montego Bay, Jamaica

+1 (876) 953-2650 *Conference Fee \$200 Members*

*Room Rates - \$219 Single, \$272 Double*

(Rates include all your meals, snacks, and a multitude of activities)

*Also, rates are good for 3 days on either side of the conference dates if you wish to stay longer.*

Make out check to IADE and send it with your application for the seminar to:  
William Smith, CFDE 10019 Sweetleaf Street Orlando, FL. 32827

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Continued from page 4

You can go to any courthouse and review original documents. They are public records. You do not have to obtain special permission. However, if the records are older and stored in another facility, you may have to request them and wait for them to be retrieved.

There are two courts systems, federal courts and state courts. Federal courts handle cases like immigration law, bankruptcy law, social security law, patent law, and other federal laws that are being broken. Federal courts include the U.S. District Court, Special Courts, U.S. Court of Appeals, and U.S. the Supreme Court.

State courts handle civil matters like contract disputes, family matters, divorces, and other state-level matters. State courts include Local Courts, Special Courts, Superior Court, and the State Supreme Court. Special courts on the local level include tax courts, bankruptcy courts, social security courts, etc.

There are about 5,000 courts in the USA. Of those, 94 are U.S. District Courts. Most states only have one court, but some have more. California, for example, has four different federal courts. There are over 3,000 county or county-equivalent (borough, parish) state courts. This does not include Arbitrations and other Hearing Boards that oversee various professions.

In Texas alone there are 250 counties. Even within all of these counties, there is usually one court per county, and then regional courts. In New York, there are 62 counties, and within those counties there are 62 county courts, 62 family courts, 62 surrogate courts, 79 city courts, and 1,487 town and village courts.