



Updated April 9, 2022

If your attorney requests it, our facility gives inmates access <u>DefenseMap.com</u> to assist them in their legal cases. You can ask your attorney to let our staff know he or she wants you to complete a Defense Map.

The following information may help guide you.

- 1. <u>Having your attorney's (or other professional's) email address before you start</u>: Whoever sent you to use DefenseMap.com (your attorney, a law office staff member, etc.) should have given you an email address for automatically putting your Defense Map on his or her account. So, please have that email address with you when you start.
- 2. <u>Directions from your attorney</u>: Follow any directions you receive from your attorney.
- 3. <u>Confidentiality</u>: You'll need to pick a **username** and **password** (each at least 8 characters) to protect the confidentiality/privacy of your work. Either memorize these—or write these down and keep them private. When finished, be sure to click on "Exit session" or "End session." Your Defense Map is a confidential attorney-client communication, so don't share it with anyone unless you and your attorney agree you should.
- 4. <u>Completeness</u>: Most questions require answers, and these will be marked with a red star.* But for others you can decide if you want to give an answer. Obviously, the more information you give, the more complete your Defense Map may be.
- 5. Getting your Map to your attorney: When you finish, you'll be taken to the Conclusion Page. (This is also the Page you'll see if you ever log back on finishing all questions.) To automatically and confidentially get your Map to your attorney, click on the link in Paragraph C that says Put your Map on an Account. Then simply enter your attorney's email address and click "Send." Your attorney will instantly have your Map.
- 6. <u>Printing your Map</u>: The jail may provide a printer allowing you to print your Map from the Conclusion Page. If you use this option, obviously keep your Map confidential.

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¹ These draft instructions are written with jails and other pretrial detention facilities in mind: that is, facilities primarily holding persons who are represented by counsel on charges where they are presumed innocent and have not been determined guilty by a trial or plea. The language here assumes a jail policy of making DefenseMap.com available only to inmates whose attorneys or public defender programs request that they use it.