



## Sharing court reporter transcripts with the Attorney General's office

Sharing transcripts with the Attorney General's office is the responsibility of the court reporter, however, the process for sharing them is slightly different than with other attorneys.

### Setting up ShareFile

Transcripts will be shared with the Attorney General's office via ShareFile, which is set up by the Department of Justice. To set up your ShareFile account, send an email to Laura Noyes ([noyesla@doj.state.wi.us](mailto:noyesla@doj.state.wi.us)) and Carey Schumacher ([schumachercj@doj.state.wi.us](mailto:schumachercj@doj.state.wi.us)). Include the following information in the email:

- Name
- Phone number
- Email address (this will be used as your ShareFile account name)
- County or counties you will be filing transcripts for

Once Laura and Carey have completed set-up of your ShareFile account, staff from the Department of Justice will contact you and show you how to use it.