

Zoom Instructions:

Anyone with a computer, phone, or laptop that has speakers and a microphone can log in and use zoom.

The first time, a user will need to do the following:

1. Go to zoom.us
2. Sign up for a free account:
 - a. Enter an email address
 - b. Enter all of the requested information to establish an account (name, etc.)
 - c. Verify the email address by clicking on a link in the email
 - d. Download the app

Once the app is installed, they will do the following every time:

1. Sign in, if needed
2. Click the join meeting button
3. Enter meeting id#: 432 617 7249
4. Click join with video
5. Once all business is completed, click on end meeting. At that point, you are no longer able to be seen or heard in the meeting.

You may be left in the zoom waiting room until time for your hearing. Please make sure your full name shows so that the judge knows who is requesting to be allowed into the hearing via zoom. If you do not receive permission prior to court to attend the hearing via zoom, a bench warrant may be still be issued for your failure to appear.

Please note that zoom is not always an option for court appearance. There are many court dates in which the Court does not open a zoom meeting. You will need to have the Court's approval prior to the hearing before being allowed into a zoom meeting.