

**JUVENILE JUSTICE**  
**COURTROOM J3**

**APPEARING REMOTELY IN JUVENILE COURT**

**Juvenile matters are confidential and most proceedings are not open to the public. Only parties entitled to be present will be allowed into the Zoom meeting. If the hearing is not open to the public, you must be in a location that is private so that others cannot hear or see the hearing.**

**THIRTY MINUTES BEFORE YOUR HEARING:**

- Download the Zoom app for your smartphone or tablet from the App/Play store.
- For computers or laptops, go to [www.zoom.us/download](http://www.zoom.us/download)
- Use the Test Meeting feature in advance of your hearing date.
- Find a place where you won't be interrupted during the hearing.
- **Zoom help can be found at: <https://support.zoom.us>**

**15 MINUTES BEFORE YOUR HEARING:**

- Log into the Zoom meeting for your courtroom:

	Courtroom:	Meeting Number:	Passcode:
	J3	865 0944 2120	003062

- **Rename your device so you can be recognized, i.e. John Brown, NOT John's iphone.**
- You may have to wait several minutes to be checked in by the courtroom clerk. After being checked in, **please mute your audio** while you wait for your case to be called.

**AT THE HEARING:**

- You will be admitted into your hearing by the judicial officer or clerk if you are allowed to appear by Zoom. This may take some time as there are many cases scheduled at the same time. You may be asked to wait until a specified time.
- While in the hearing, you must behave as though you are in court.
- **YOU MAY NOT RECORD ANY COURT PROCEEDINGS.** Recording of court proceedings held by video or teleconference, including screen shots or any other form of audio or visual recording is strictly prohibited.