

## Zoom Room Instructions

- Computer stations may only be used for the intended purpose of this visit. This computer is monitored and no expectation of privacy should be assumed.
- Use of this room is on a scheduled basis only.
- Please wipe down the station before you leave the room.
- Please leave the room promptly after your hearing is finished.
- Sign out of the room when your hearing is finished.

1. A few minutes before your scheduled court event, click on the button to **Join** the meeting.



Join

2. You will then be prompted to enter the **Meeting ID** and your **Name** for your court hearing. Enter it in the line below and click **Join**.

### Join Meeting

Enter Meeting ID here

123 456 7890

Enter your name here

Lorem Ipsum

Do not connect to audio

Turn off my video

Join Cancel

3. Once you have successfully completed these steps, you have joined the meeting.
4. If you experience problems joining the meeting, please call the clerk's office for assistance (phone numbers located next to telephone).