

How to Appear in the 9th Judicial District Court 1 Using ZOOM

(Preferred) From Computer/Device - Meeting ID: 775 782 9961	OR	Phone Audio: (888) 475-4499 with Meeting ID: 775 782 9961#
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Zoom is compatible with any computer, tablet or smartphone with a camera, microphone, and speaker.

1. If using a tablet or smartphone:
 - a. Download the **Zoom** app from the Apple App Store for iPhones or Google Play Store for Android
 - b. Open the Zoom App, tap **Join a Meeting** and proceed to Step #3
2. From your computer, browse to <https://join.zoom.us> (not case-sensitive).
3. Enter the Meeting ID **775 782 9961**

Join a Meeting

775 782 9961

Join

4. Click **Join**
5. Follow the prompts to **Join with Video**
6. If using a phone or tablet, select **Call Over Internet** to connect to audio. During the meeting, swipe across your phone to see all parties video camera or just the speaking party.
7. If using a computer, select a microphone and speakers -OR- call in using the number **(888) 475-4499**, Meeting ID **775 782 9961#**. (Audio feedback will occur if you use both a computer microphone/speaker and phone. Choose one.)
8. Enable your webcam when asked to do so by the Court by clicking the video camera icon 
9. Unmute your microphone when asked to do so by the Court. Remain muted when not speaking.

Troubleshooting

If there is no audio heard from the courtroom, check the following:

- Speakers or headset are not muted and volume is turned up

If the courtroom is unable to hear you, check the following:

- Unmute your microphone
- Move closer to your microphone

If the courtroom is unable to see you on camera, check the following:

- Enable your camera by clicking on this icon 