

Guidelines for Remote Hearings

- These official proceedings are on the record and are being recorded.
- Thank you for agreeing to appear remotely. Our goal is to keep all of you safe and make sure you have the hearing you are entitled to have without delay.
- The court will begin each hearing by taking roll of the parties and will check to see if each party can hear and see the court. If you are experiencing any difficulties with your computer, internet or phone, please inform the court.
- To the parents, youth and defendants, to protect your rights do not speak unless your attorney addresses you.
- All parties should be dressed appropriately as if you were in the courtroom at the courthouse.
- If anyone is disconnected from the hearing or experiences problems, please rejoin the hearing through the meeting link or call back into the audio number provided.
- **Please put your microphone on mute when not speaking.**
- Wait to speak until you are called on, then unmute your microphone to speak and remember to mute once you are done speaking.
- If you are on a mobile device and appearing by video, please stay in a private, quiet locations. Background noise or walking around is distracting to other participants.
- Make sure that the court can see you and be aware of your background. There should not be anything inappropriate in your background and you should remove any personal information or objects that should not be in the view of others.
- Just as in the physical courtroom do not take photos or recordings of the proceeding unless you have the court's permission to do so.
- If there is an interpreter present, please pause every 1-2 sentences to allow the interpreter to translate.
- Please mute any other devices you have in the room with you to avoid any feedback loop. If you have to call in and be on video, please mute the computers microphone.
- Please remember this is a court proceeding and behave accordingly.