

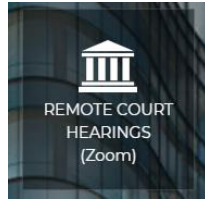
# GOT COURT? NO WORRIES...ZOOM IN!

## How Do I Zoom In?

1. **Download Zoom.** If you already have Zoom downloaded on your device, proceed to step 2. If not, Download the Zoom App for free on your laptop, desktop, or smartphone. Once you have the Zoom App downloaded, follow the steps below. (If you need more detailed instructions, a “Zoom Instruction Sheet and Protocol” on how to download and use Zoom can be found at: <https://19thcircuitcourt.state.il.us/DocumentCenter/View/2812/Zoom-Instruction-and-Protocol-Sheet-51820> )

2. **Visit the Court Website** (<https://19thcircuitcourt.state.il.us/>) and click on “Remote Court Hearings (Zoom)” icon.

*The icon will look like this:*



3. **Find your Courtroom.** You will see a list of courtrooms on the Remote Court Hearings (Zoom) webpage. You will need to know your courtroom number; it can be found on your hearing notice. Click on the Daily Remote Court Session Schedule for your courtroom.
4. **Meeting ID, Password and Phone Number.** The Zoom meeting ID and password are listed by court date and indicate the AM or PM court session time. Make sure to write down the meeting ID and password for that specific session and then click on the link (Join Now) to open the Zoom App.

Meeting ID: \_\_\_\_\_ Password: \_\_\_\_\_ Phone: \_\_\_\_\_

5. **Join Meeting.** Click Join Meeting then fill in Meeting ID. Next, Click Join and fill in Password. Last, Click Join Now and you will be placed in the Zoom court waiting room. The host (Judge) will let you into the virtual courtroom from the waiting room.
6. **Identify Yourself.** For the Zoom session, list your name and case number so the judge will know for what case you are appearing.

## What if I Can't Download Zoom?

No worries! You can call in to your hearing using any telephone. The call-in information is located in the same place as the Zoom meeting ID and password on the web page listed in step 4. Look for the words, **“Phone Only.”** Call the number listed and you will be admitted into the Zoom waiting room. The host (Judge) will let you into the virtual courtroom from the waiting room.