



## HOW TO ACCESS YOUR HEARING USING ZOOM:

You are receiving a notice for a Court Hearing that uses the remote Zoom meeting application. You may appear at this hearing using a telephone or online with a video or audio connection.

### **How to Attend:**

#### **Online**

<https://zoom.us/join>

Meeting ID: **927 2885 4357**

Password: **103900**

#### **By Telephone**

Toll free: (877) 853-5247 or (888) 788-0099

Meeting ID: **927 2885 4357**

Password: **103900**

### **1. How to join the meeting by telephone**

- Dial the telephone number listed above.
- When prompted, enter the meeting ID provided above, followed by #.
- When prompted for a participant code (you will not have one), just enter #
- When prompted, enter the meeting password provided above, followed by #.
- More information on how to use a telephone when connecting to a Zoom meeting can be found here: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>

### **2. How to join the meeting online**

- In your browser enter the link <https://www.zoom.us/join>
- Enter the meeting ID provided above. You may see a spinning wheel while the connection is made.
- Follow the instructions on the screen to either download and install the Zoom client, or to join the meeting via your web browser.
- When prompted, enter the meeting password provided above.
- Once the connection is made, you will be placed in a Waiting Room. A message will appear "Please wait, the meeting host will let you in soon."
- When court begins, you will be brought into the meeting from the Waiting Room.

### **3. Video (when joining online)**

- Start your video by clicking **Start Video**, located in the lower-left corner of the window.

### **4. Audio**

- Your sound will be on mute upon entry.
- Remain muted unless you are asked to speak to the court. Please be sure you have no background noise while speaking. You may be muted or removed from the hearing if causing a disruption.
- To unmute yourself, click the **Unmute** button, located in the lower-left corner of the window.
- If joining only by telephone, press \*6 to toggle between unmute/mute.

### **5. Assistance**

- Additional resources on how to use Zoom to participate in a remote court hearing can be found at <http://isc.idaho.gov/isc-zoom>.
- For questions regarding this remote hearing or the steps above, contact the Deputy Clerk of the Snake River Basin Adjudication District Court at 208-736-3011.

**CERTIFICATE OF MAILING**

I certify that a true and correct copy of the ORDER APPOINTING MODERATOR, SETTING HEARINGS AND DEADLINE was mailed on April 10, 2024, with sufficient first-class postage to the following:

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