



# Clark County Superior Court

## Helpful Tips for ZOOM Hearings

- Familiarize yourself with ZOOM application prior to your hearing, by visiting <https://support.zoom.us/hc/en-us/articles/206175806>
- At the time of your hearing, find a quiet, well-lit place for clear and distraction-free audio and video. Turn off TVs, radios, and phone notifications. If there are others around you, try moving to a room with a door you can close.
- If joining by video, find your device's video camera and make sure it is uncovered. Position the camera at eye level so others can see you clearly.
- If possible, make sure your device is plugged into a power source and not running only off battery power.
- Use headphones, if possible, for the best sound quality and the fewest background noises.
- Speak one at a time and pause before speaking in case there is audio or video lag.
- Enter your first and last name when you join.
- Although this will be a virtual hearing, it is taking place in a courtroom. All rules for courtroom behavior and dress code still apply.

## Virtual Hearing Information

ZOOM login information for this hearing and all future hearings can be found online on the Superior Court's Remote Trial & Hearing Information webpage:

<https://www.clark.wa.gov/superior-court/zoom-information>

**All Participants in a hearing should have their video off and microphone muted until their matter is called before the court.**

**All rules for courtroom behavior apply.**

**Participants are to wear appropriate clothing and refrain from eating or drinking.**



**Computer**



**Tablet or  
Smartphone**

### **Clark County Superior Court website:**

Go to the Superior Court Remote Trial & Hearing Information webpage (website information above). Select the link to the docket. On the docket information page, click on the link to "Join Zoom Meeting". You will be automatically signed into the hearing.



### **Phone Call Only:**

Call 1-206-337-9723 or 1-888-788-0099 Toll free. Enter the Meeting ID, press # for the Participant ID and enter the Meeting Password .

When it is time, use \*6 to unmute your phone.

**Phone Call from the Court:** If the Court contacts you from ZOOM, it will come up as a New York area code. You will be asked to press 1 to be placed into the hearing.