How to Appear in the <u>Tonopah Justice Court</u> using ZOOM

This is the Zoom meeting link for hearings scheduled for our Traffic Court Thursday's only.

(Preferred) From Computer/Device – Meeting ID: 843 3340 3208 Passcode: 055881	OR	Phone Audio: (253) 215-8782 Meeting ID: 843 3340 3208 Passcode: 055881

1. If using a SMART PHONE or TABLET:
    a. Download the Zoom App on your device from the Apple App Store (iPhones) or Google Play Store (Android).
    b. Open the Zoom App, tap **Join a Meeting**.
    c. Enter the **Meeting ID: 843 3340 3208**
    d. Click **Join**
    e. Join with **INTERNET AUDIO.**
    f. Turn on your camera by clicking on the **Start Video** icon next to the microphone.
    g. Mute your microphone. Unmute when asked by the Judge.
    h. Change your Zoom name if needed.
         i. Click on Participants
        ii. Tap your name or hover over it and select Rename
       iii. Enter your First and Last Name.

2. If using a COMPUTER:
    a. Go to the webpage https://join.zoom.us.
    b. Enter the **Meeting ID: 843 3340 3208**
    c. Click **Join**
    d. Join with **COMPUTER AUDIO.** Select a microphone and speakers or call in using the phone number above under Phone Audio. Cannot use both your computer microphone and speakers AND a phone, there will be feedback. Choose only one.
    e. Turn on your camera by clicking on the **Start Video** icon next to the microphone.
    f. Mute your microphone. Unmute when asked by the Judge.
    g. Change your Zoom name if needed.
         i. Click on Participants
        ii. Tap your name or hover over it and select Rename
       iii. Enter your First and Last Name.

The Tonopah Justice Court works on a **STACKED** Calendar. This means all hearings start at the same time, so please log into your meeting at your hearing time and when it is your turn, the Court will bring you into the hearing. If you see a screen that says "THE HOST WILL LET YOU IN SHORTLY" <u>you are in the right place.</u>

If you have any questions or issues, please call the office at (775) 482-8155.