

## What to Expect in Video Court

Your court proceeding is set for WEBEX video conference. The WEBEX app can be downloaded on smart phones or you can go directly to **webex.com**. In the upper right corner click join meeting. Please note you do not have to create an account to join our meeting. The next page you will be prompted to enter a WEBEX ID/Meeting Number. Please enter the following WEBEX ID:

**The WEBEX ID is: 968 920 485**

**If you do not have access to a smartphone or a computer, please call 1-408-418-9388. Next, you will enter the WEBEX ID noted above.**

When you log into court you will be placed in a virtual lobby. Please make sure both your video and audio are activated on your device. If you call in, you are on hold until you are admitted. Wait times can vary. The dockets are split up and notifications are sent so all defendants are not scheduled at the same time. Our experience is that wait times are averaging 15 to 30 minutes.

We are aware of some cases where defendants are “kicked out” of the room. We do not know why this happens and you may be required to log in again. The WEBEX works better when you connect to the internet. WEBEX will work using data settings on phones but often has to update which makes the connection slow. Please contact us if you are having any technical difficulties and we will assist you.