

Zoom Instructions:

Anyone with a computer, phone, or laptop that has speakers and a microphone can log in and use zoom.

The first time, a user will need to do the following:

1. Go to zoom.us
2. Sign up for a free account:
 - a. Enter an email address
 - b. Enter all of the requested information to establish an account (name, etc.)
 - c. Verify the email address by clicking on a link in the email
 - d. Download the app

Once the app is installed, they will do the following every time:

1. Sign in, if needed
 2. Click the join meeting button
 3. Enter meeting ID number you were previously provide with *via* e-mail.
 4. Click join with video
 5. Once all business is completed, click on end meeting
- At that point, you are no longer able to be seen or heard in the meeting.

For Juvenile Court Participants:

Due to the confidentiality associated with juvenile proceedings, all juvenile matters will be closed to the public. Those needing to participate will be required to participate by Zoom, but will not use the meeting id listed above. Prior to the hearing, each participant will have to obtain the meeting id and a password to login in to the meeting from Alanna Edwards at (318)992-2002. The court will hold all participants in a waiting room until their respective case is called.