

Judicial Council of California “How to Prepare for Your Remote Court Hearing on Zoom With Sign Language Interpretation” Video Transcript — American Sign Language

(Voice over)

Welcome. This video will tell you how to prepare for your court hearing on Zoom with sign language interpretation.

Your court may use Zoom to conduct court hearings. Zoom is a technology program that lets people connect to the same meeting from any location by video.

There are a few steps to prepare for the hearing date.

- 1) Select your device.
- 2) Check your internet connection or phone signal.
- 3) Download and practice using Zoom.
- 4) Choose a quiet and private location.
- 5) Plan to dress appropriately.
- 6) Have your materials ready.

Let’s go over each of these.

First, you’ll need a device to join the hearing. This may be a computer, a tablet, or a smartphone. The device must have access to the internet, a camera, and a microphone if you plan to use one. Charge your device and have a power cable nearby.

Second, you will need a strong internet connection to use Zoom for your remote court hearing. A hard-wired connection is best, but you can also use Wi-Fi. Just be sure you are near your router.

If you are connecting using cellular data, be sure that you are in an area where you will have enough signal to connect to the meeting without lagging, choppiness, or other interference. Also, be sure to turn off other devices and applications that may be using the internet at the same time as your court hearing.

Third, download the Zoom application on the device. Downloading Zoom is free. You can join Zoom through an internet browser without the application, but downloading and installing Zoom will allow you to use more of its features.

On a computer, go to zoom.us/download to get the most recent version of Zoom. On your tablet or smartphone, go to the App Store or Google Play, and install the Zoom Cloud Meetings app. If you've already downloaded Zoom, make sure you've installed the latest updates.

You should practice using Zoom before the hearing. One way to do this is to join a test meeting at zoom.us/test. Be sure to follow the prompts and allow Zoom to access your microphone and camera. If you do not use your microphone, you can opt to permanently disable it.

Make sure you can see yourself on the screen. If you cannot, check that your camera is on. Next to the microphone icon, you will see a camera icon. When there is a red slash through either icon, that means they are off. If there is no red slash through them, they are on.

For your court hearing, you will want to make sure that your camera is on and that your microphone is off (or muted, if applicable). Only turn on your microphone if you wish to use it when it is your turn to address the court.

You should join your remote court hearing from a distraction free location. The location should provide privacy to protect your confidentiality. You also want to make sure that you have an appropriate background. An appropriate background should be solid and plain. Make sure there are no visual distractions behind you.

You should not use the "Blur Background" feature, as this will make it difficult for the interpreter to see what you sign. Make sure there is sufficient and consistent lighting that does not create distracting shadows.

Even though you're not going to court in person, you should still plan to dress as if you were. Choose something you could wear in a professional office or business setting.

Lastly, make sure you have all documents you might need ready for the appointment, including your Zoom meeting link or meeting ID and passcode. Have paper and a pen available for taking notes.

If you need to show a document as part of your court hearing, check with the court to find out the best way to do this. The court may want you to send them by email before the hearing.

We hope this video has helped you get ready to attend your remote court hearing on Zoom. You may also want to watch "How to Attend Your Remote Court Hearing on Zoom With Sign Language Interpretation."

Check your local court's website for more information. The court's website may also include direct links to appear via Zoom.

Thank you!