

Adult Guardianship Zoom Hearing Guide

Step 1 Locate the Zoom Link

Go to the *Online Hearings* webpage:

<https://www.washoecourts.com/OnlineHearings/GeneralJurisdiction>

General Jurisdiction Hearings | Family Division Hearings

General Jurisdiction

- For Attorneys and Stakeholders in Hearings with Interpreters
- Spanish Interpretation in Remote Hearings - La interpretación en español en las audiencias a distancia (*External link to YouTube*)
- Zoom for Beginners (English) - Zoom para principiantes (español)
- Simultaneous Language Interpretation in Zoom (English) - La interpretación simultánea en Zoom (español)

Multiple search terms and partial search terms accepted
Search:

Department 1 - Honorable Kathleen M. Drakulich ↓

Department 3 - Honorable Tammy Riggs ↓

Department 4 - Honorable Connie Steinheimer ↓

Department 6 - Chief Judge Honorable Lynne K. Simons ↓

Department 7 - Honorable Egan Walker ↓

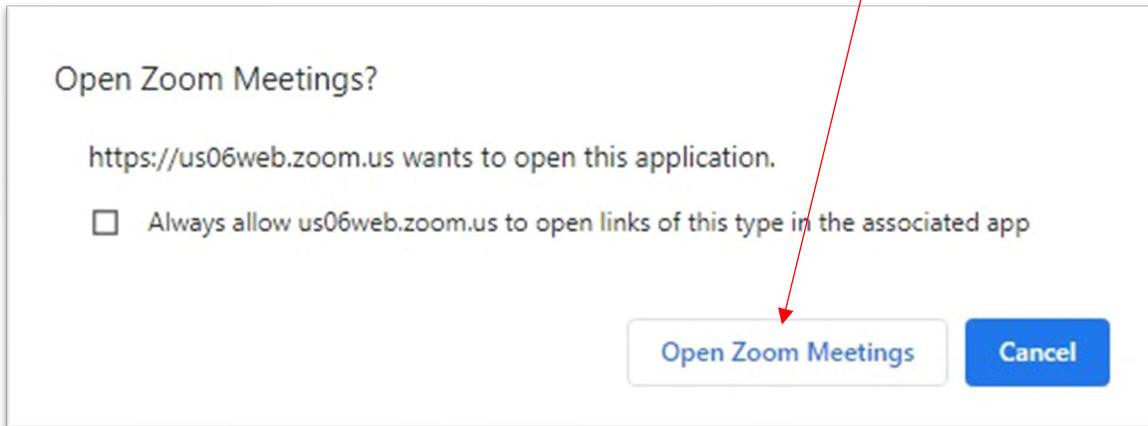
- May 12, 2022
Second Judicial District Court Calendar:
 - 04:00 PM Pacific Time (US) - VETERANS SPECIALTY COURT
[Click here to view on Zoom.us](#)
- May 13, 2022
Second Judicial District Court Calendar:
 - 09:00 AM Pacific Time (US) - ADULT GUARDIANSHIP CALENDAR
[Click here to view on Zoom.us](#)
Password: 314069

Click on: *Department 7 – Honorable Egan Walker*

Locate your hearing date and time, and click: *Click here to view on Zoom.us*

Step 2 Join the Zoom Webinar

If a pop-up appears,
click *Open Zoom Meetings*.



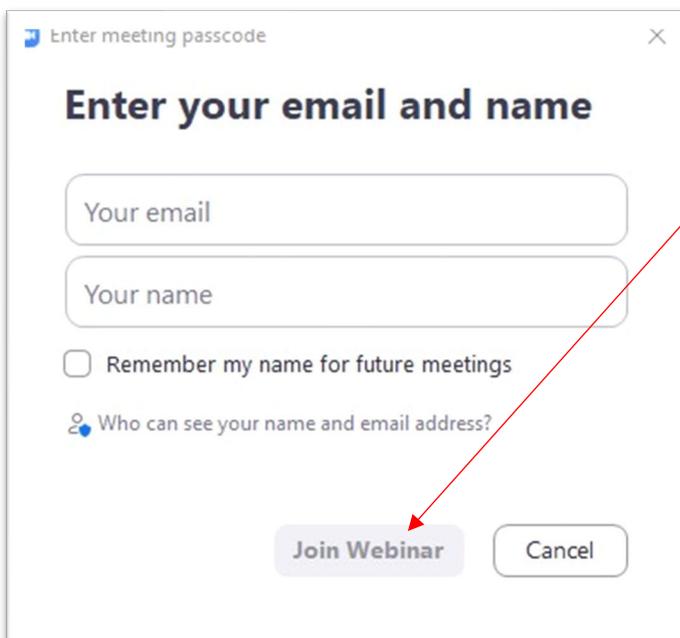
Open Zoom Meetings?

https://us06web.zoom.us wants to open this application.

Always allow us06web.zoom.us to open links of this type in the associated app

Open Zoom Meetings Cancel

Enter your email address and full name.
This is the name the Court will see.
Then, click *Join Webinar*.



Enter meeting passcode

Enter your email and name

Your email

Your name

Remember my name for future meetings

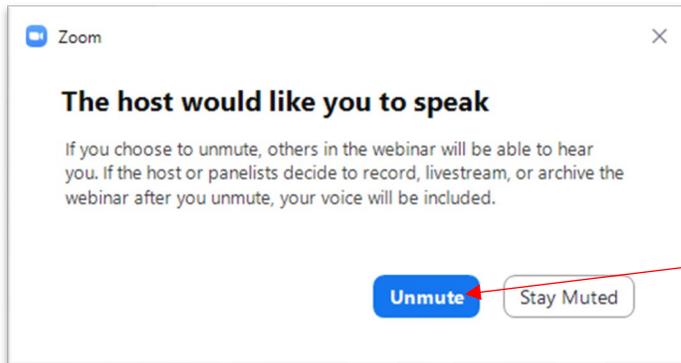
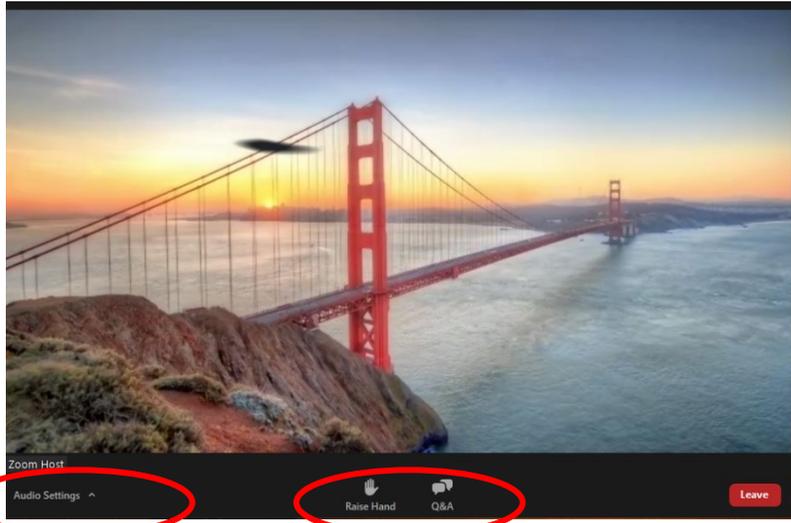
Who can see your name and email address?

Join Webinar Cancel

Step 3 Understanding the Zoom Webinar Features

When you enter the meeting, you will be able to watch the proceedings, but no one can see or hear you until the host sends you a message to promote you to panelist. You will have limited options at this point in the hearing.

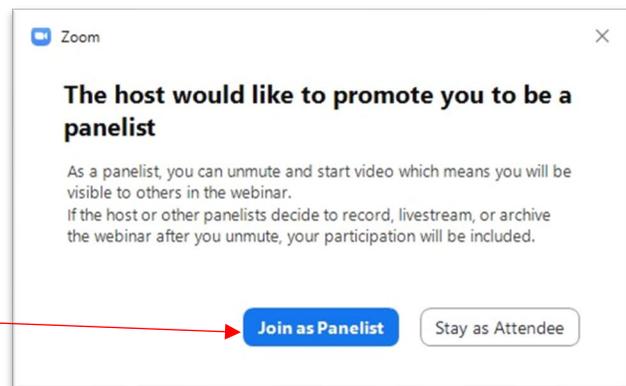
If you cannot hear the Zoom Host speaking, you may need to adjust your audio settings.



The host may ask you to unmute your audio, to verify who you are and which case you are there for. Click *Unmute*.

When it is time for your case to be heard, the Court will promote you to be a panelist. Panelists can participate in the meeting.

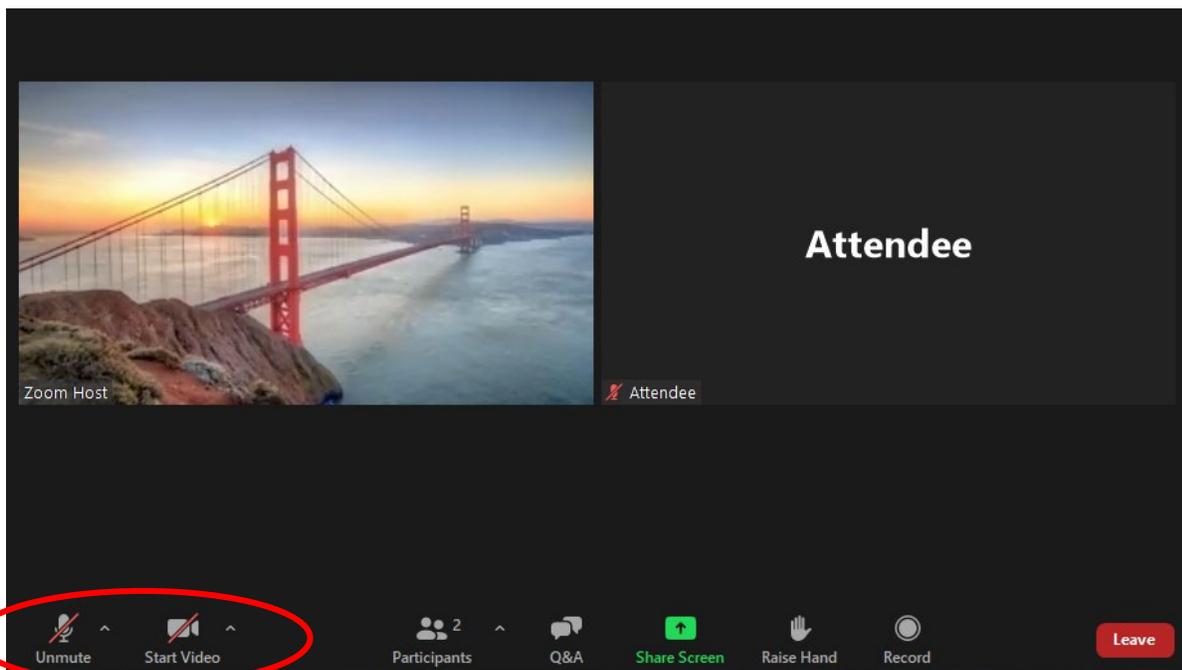
- When they call your case, you will see a pop-up asking you to join the webinar as a panelist.
- Click on *Join as Panelist*.



Step 4 Participating as a Panelist

When you click *Join as Panelist*, wait until the judge calls your case to **turn on your video** and **unmute** your audio so they can see and hear you.

- Move the mouse around to make the audio and video options at the bottom of the Zoom window visible.
- Click *Start Video* so the judge can see you.
- Click *Unmute*, so the judge can hear you.
 - Click *Mute* to mute yourself when you are not speaking.



The judge will now address you and any other parties involved in your case.

When your case is done being heard by the judge and you are ready to exit Zoom:

- Move the mouse around to make the options at the bottom of the Zoom window visible.
- Click the red **Leave** button in the bottom right-hand corner of the screen.
- A red **Leave Webinar** button will appear. Click **Leave Webinar**.

For additional help regarding how to participate in a Zoom hearing, contact the Law Library:
775-328-3250 or lawlibrary@washoecourts.us.