

JUDGE BRIAN KIRKHAM ZOOM INSTRUCTIONS

INSTRUCTIONS FOR APPEARING FOR VIRTUAL HEARING VIA ZOOM

You are scheduled for a hearing before Judge Brian K. Kirkham in the 37th Circuit Court-Family Division. In an effort to protect all parties during the Covid-19 pandemic and meet the need to serve the community, we have found it necessary to conduct hearings virtually.

You are to join the virtual court room proceeding at least 10 minutes prior to the date and time shown on the Notice of Hearing.

CHOOSE ONE OF THE FOLLOWING METHODS TO APPEAR FOR YOUR HEARING:

Computer-Windows Desktop PCs and Laptops:

Go to the Zoom Web Site (zoom.us). Click on "Join a Meeting".

Join using Meeting ID 712-729-0704

Phone/Landline (audio only):

Call (646) 876-9923 or (669) 900-6833

Join using Meeting ID: 712-729-0704

Cell Phone: Apple and Android, Tablets or Phones:

Install the Zoom App from the Apple or Android Store prior to the call.

Launch the Zoom app at the time of the call

Join using Meeting ID: 712-729-0704

*****VERY IMPORTANT INFORMATION BELOW---PLEASE READ*****

Participant Technical Responsibilities:

Participants should learn Zoom controls and test prior to the call.

Remote participants must use a good LAN, WIFI, or LTE connection to ensure a quality call.

The court does NOT provide technical support for testing or troubleshooting or time during court proceedings to troubleshoot issues.

The court has the right to terminate the call/proceeding if the video experience is not acceptable.

Directions for testing your device and networking prior to the proceeding can be found at zoom.us

Etiquette

Make sure to enter your first and last name into the Zoom screen if using video.

The call is a court proceeding and an extension of the courtroom therefore, the judge/referee has power over the proceeding and participants as if they were present in the courtroom.

Remote participants must use a private and quiet room.

Avoid rooms with bright windows and/or back-lighting. Instead find good, consistent lighting.

Mobile devices must be placed on a solid surface with the camera at eye level.

If you experience trouble or have any questions, you may reach Judge Kirkham's office at 269-969-6529 or 269-969-6515