

INSTRUCTIONS FOR APPEARANCE AT HEARING HELD BY VIDEOCONFERENCE ONLY

Should the hearing to which your notice refers indicate that said hearing is to be held VIA VIDEOCONFERENCING ONLY, **YOU SHOULD NOT APPEAR AT THE COURTHOUSE**. Rather, you should make your appearance at the hearing in one of the following manners:

1. Find the meeting invitation URL which is provided in your notice.
2. If no invitation is provided in your notice, you may use the following URL for the Tifton Judicial Circuit Juvenile Court's General Zoom Meeting Room:

Join Zoom Meeting
<https://us02web.zoom.us/j/6286278312>
Meeting ID: 628 627 8312

3. You may access the hearing by a desktop computer, laptop computer, iOS device or Android device. Any device used must have full video and audio capabilities. To access:
 - a. From a computer,
 - i. Click on the URL link, set audio/video permissions, and wait in the virtual waiting room until you are admitted into the hearing.
 - ii. If you are unable to enter the hearing through the direct link, you may go to www.zoom.com. Click "Join a Meeting" and enter the meeting ID and your name, set audio/video permissions, and wait in the virtual waiting room until you are admitted into the meeting.
 - b. From a cell phone or other mobile device (either iOS or Android),
 - i. Download the Zoom app and set up the app using your contact information. Follow one of the two instructions above to gain access to the hearing.
4. When a hearing is held by videoconference only, your appearance and participation in the video hearing will satisfy your obligation to appear before the court.
5. Please keep in mind that the video hearing is a **LEGAL PROCEEDING** and is subject to the same rules regarding dress and demeanor which would govern any in-person appearance.
 - a. At the time you access the hearing and continuing during the entire video proceedings, you should be appropriately dressed according to the **STANDING ORDER REGARDING DRESS, ATTIRE, AND CONDUCT WHILE ATTENDING COURT PROCEEDINGS IN THE JUVENILE COURTS OF THE TIFTON JUDICIAL CIRCUIT AND GUIDELINES THEREFORE**, a copy of which may be obtained at www.tiftcounty.org/juvenilecourt, on the Facebook page of the Juvenile Courts of the Tifton Judicial Circuit, or in the minutes of the Clerks of the Juvenile Courts of the Tifton Judicial Circuit.
 - b. No actions taken by you or anyone who can be viewed on the camera you are using to transmit video images for the hearing shall adversely affect the integrity of the court process, nor shall any such actions be disrespectful or unduly distracting to the court, the other parties, the witnesses, or the court proceedings themselves.
 - c. If you are called to testify during the proceedings, you shall testify from your own memory, and you may not use any notes, records, other documents, or assistance of any kind to assist you in testifying, unless and until you have first received permission from the court to do so. This prohibition shall include a prohibition against the use of your cell phone or any other electronic device of any kind for any purpose other than connecting to the Zoom platform and transmission of your video image into the proceeding. Finally, during your testimony, you shall not receive any answers, coaching, reminders, or assistance of any kind from any third parties at any time during your direct testimony or cross examination without leave of court.
 - d. Should you or anyone who may be viewed through any camera projecting images into a video hearing knowingly violate any of these rules or should said person(s) engage in any other form of contemptuous conduct during any proceedings being held by video conference only, said person(s) may be subject to any penalty that this court may have imposed during an in-person proceeding. For these purposes, the phrase "in the presence of the court" shall be understood to include any actions that may be viewed on camera or heard over audio during a videoconference only hearing.
 - e. If you have any difficulty accessing the videoconferencing platform, please contact the court at 229-386-7909.