REMOTE JURY SERVICE

- To participate in Jury Duty you will need to use a laptop, phone or tablet with an internet connection, camera and microphone.

- The device will need to be plugged into an external power source because Jury Service can last an entire day and will likely deplete the internal battery.

- To prepare for Jury Duty please follow the directions below to install the Zoom application and test your setup **PRIOR** to your jury service date.

Do these steps prior to your jury service date
1. Download the Zoom app for iOS or for Android on Google Play. If on a laptop or PC go to http://www.zoom.us and click on the "join meeting" prompt to download the app and install it.

2. Open the Zoom app on your phone, tablet or PC. *The app may ask for permission to use your phone's camera and microphone.*

3. If you are not familiar with Zoom, you should try it out before the day of jury service at https://support.zoom.us/hc/en-us/articles/201362313-How-Do-I-Test-My-Video-

On Day of Jury Service
1. On or prior to your Jury Service date you will receive an email or text message with the Zoom Meeting ID and Passcode (go to step 2) or a link (go to step 5) to the meeting. Please retain this information.

2. Open the Zoom app on your phone, tablet or PC. *The app may ask for permission to use your phone's camera and microphone.* Tap on "Join a Meeting."

3. Enter the meeting ID and passcode. *(Skip step 4 and go to step 5)*

4. Tap on the meeting invite URL that the host shared via email or text, which will open the Zoom app. *The app may ask for permission to use your phone's camera and microphone.*

5. You will be placed in a waiting room. Wait until the Host lets you into the Jury room. This may take some time, because they will be checking all the jurors in. Please be patient. They will check you in as soon as possible.