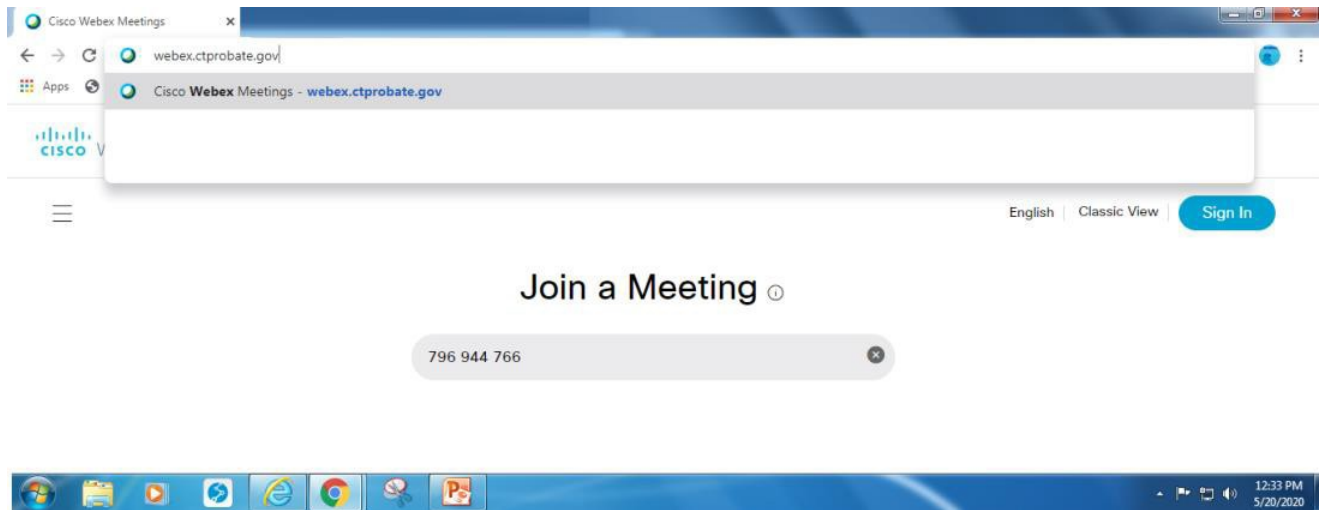


How to Connect to a Court Hearing for Audio Video Using a Computer or Laptop



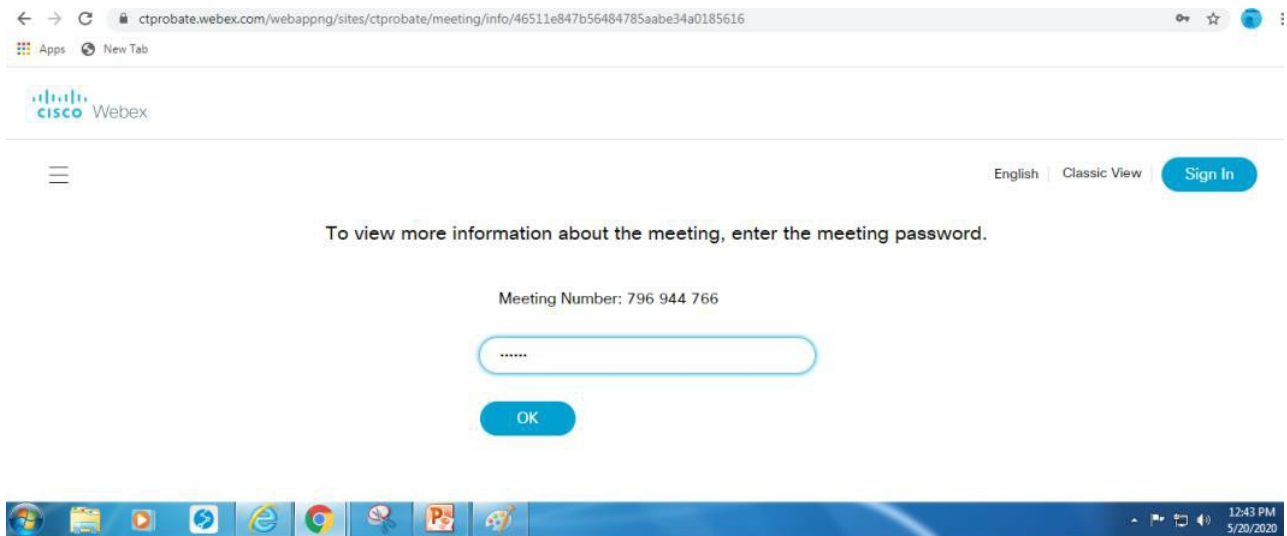
1. To connect via computer or laptop please enter URL **webex.ctprobate.gov** in the browsers address bar. Once on the Webex “**Join a Meeting**” page, please enter the Meeting Number found on the top portion of the Notice of Hearing located in the “PLACE OF HEARING” box and hit “Enter” on your keyboard.



Enter the password that is also found on the top portion of the Notice of Hearing you received. The password is case sensitive.

Select “**OK**”.

Video is available as long as you have a webcam on your computer or laptop.



2. Please click on “**Join Meeting**”. If the “**Join Meeting**” option is not highlighted in green that means the Probate Court has not yet started the hearing. Please make sure to refresh your browser every few minutes to see if the hearing has started.

John Doe File 20-00001

Hosted by George Fernandes

2:00 PM - 3:00 PM | Wednesday, May 20 2020 |
(UTC-04:00) Eastern Time (US & Canada)

Join Meeting

Meeting Information

Meeting link: <https://ctprobate.webex.com/ctprobate/j.php?MTID=m20ca777676a20bf271827b43a0e97fd7>

Meeting number: 796 944 766

Password: PYxZjkV3P54

More ways to join

Join by video system: Dial 796944766@ctprobate.webex.com
You can also dial 173.243.2.68 and enter your meeting number.

Join by phone: +1-408-418-9388 United States Toll
Access code: 796 944 766
[Global call-in numbers](#)

3. Once you have selected “**Join Meeting**” from the screen above, the next screen shown below will prompt you again to select “**Join Meeting**”. BEFORE doing so, please decide if you intend to join the audio portion of the meeting using your computer for audio or if you plan to call in using a phone.

If you intend to use your computer for audio, please leave the option as is located in the red highlighted section below and **DO NOT** call in using your phone.

Cisco Webex Meetings

John Doe File 20-00001
2:00 PM - 3:00 PM

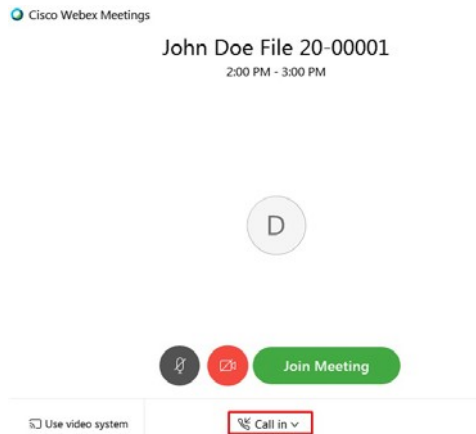
D

Join Meeting

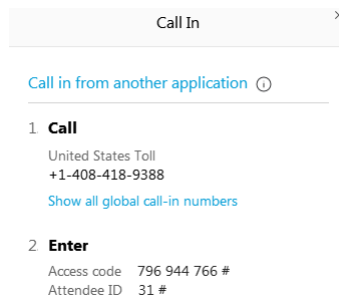
Use video system | **Use computer for audio** | Intel(R) Display Audio


If you intend to use a phone for audio, please click on the drop down arrow and change the option from **“Use computer for audio”** to **“Call in”**.

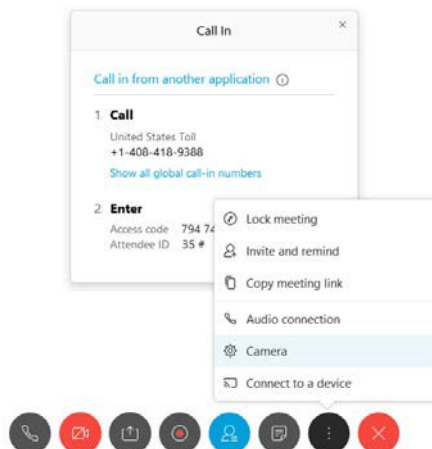
We have found that the audio quality is best by selecting the **“Call in”** option.



4. Please click on **“Join Meeting”** and the system will provide you with the number and the access code to join the call, please see below. When prompted, please also enter the **Attendee ID #** as well.



If you are having issues connecting with video, please click on the **More options** button  and then select **Camera**. You will be presented with a camera selections window. Please select the camera you plan to use for the video conferencing meeting.



How to call in only if you do not have video capability or you are having issues: Please connect to the audio portion from a telephone by dialing the number and the access code found in the top portion of the Notice of Hearing located in the “PLACE OF HEARING” box.