

## PORT ORCHARD MUNICIPAL COURT CALENDAR FOR AUGUST 17, 2020

### VIRTUAL/TELEPHONIC INSTRUCTIONS:

Please be mindful that while you will not be present in person, proper courtroom etiquette is still required. Anyone acting in a fashion that is not appropriate will be removed from the hearing and not allowed to re-enter. Any violation could result in contempt of court charges if appropriate. Only participants will be allowed to address the court. Members of the public will only be allowed to view the proceedings.

### Zoom Video

1. Open an internet browser (Chrome, Internet Explorer, etc.)
2. In the address bar type in **zoom.us**
3. Near the top, click **join a meeting**
4. Copy and paste the Meeting ID listed below for the calendar for which you are scheduled
5. Enter the password listed below
6. You will be placed in the Port Orchard Municipal Court Waiting Room until the court starts the calendar.
7. Upon entry into the hearing, please check that your mic is not muted. Click "Unmute" if your mic shows a line through it. After the roll is called, the court will mute you on our end to minimize background noise. You will be unmuted on our end when your case is called.
8. If the court has muted you and you need to speak, click **raise hand** at the bottom of the screen.

### Zoom Telephone

1. Dial the number provided below
2. Enter the Meeting ID without spaces or dashes and enter #
3. If it asks if you are a participant, enter #
4. Enter the Password
5. \*6 to unmute
6. After roll is called, the court will mute you on our end to minimize background noise, you will be unmuted on our end when your case is called.
7. If the court has muted you and you need to speak, dial \*9 to raise your hand.

**August 17, 2020 9:00am**  
Meeting ID 851 5166 9266 (disregard spaces)  
Password 184565  
Phone # 253 215 8782

**August 17, 2020 10:00am**  
Meeting ID 897 1994 2748 (disregard spaces)  
Password 866488  
Phone # 253 215 8782

**August 17, 2020 11:00am**  
Meeting ID 842 0612 4751 (disregard spaces)  
Password 460766  
Phone # 253 215 8782

**August 17, 2020 1:30pm**  
Meeting ID 849 3467 2221 (disregard spaces)  
Password 861423  
Phone # 253 215 8782

**IF YOU HAVE AN QUESTIONS, PLEASE CALL THE COURT AT 360-876-1701 OR EMAIL [COURT@CITYOFPORTORCHARD.US](mailto:COURT@CITYOFPORTORCHARD.US)**