Nicholas A. Iarocci Judge Telephone (440) 593-7410 Julie Myers Clerk Telefax (440) 593-6402

Conneaut Municipal Court Conneaut City Hall 290 Main Street Conneaut, Ohio 44030

INSTRUCTIONS ON PARTICIPATING IN REMOTE PROCEEDINGS IN CONNEAUT MUNICIPAL COURT

Conneaut Municipal Court utilizes *Whereby.com* to conduct remote hearings. *Whereby.com* is a password-free zone. You do <u>not</u> need to receive an invitation from the Court in order to participate in a remote hearing.

On the date of and at least 5 minutes before the time of the scheduled hearing, please do the following:

 Enter your browser on your computer, laptop or tablet that has a camera (*Whereby.com* provides full browser support for Chrome, Firefox, Chromiumbased browsers such as Opera, Vivaldi and Edge)

> **If your browser is not supported by *Whereby.com*, please go to this link for additional assistance: <u>https://whereby.com/blog/3-steps-to-make-sure-your-browser-works-</u> with-whereby/

- 2. Type whereby.com/conneautmc in your browser
- 3. Enter your full Name, then click "Continue"
- 4. Enable the video and microphone
- 5. Click "Join Meeting"
- 6. Wait for the Judge to enter and start the meeting

If you have any questions or problems, please refer to the following link: <u>https://whereby.com/blog/how-to-start-a-video-meeting-with-whereby/.</u> You may also contact Conneaut Municipal Court at (440) 593-7410.

Thank you.

Nicholas A. Iarocci, Judge Conneaut Municipal Court