

Remote Hearings via Zoom:

FAQs for the Public

How should I prepare for my remote hearing?

Review these [tips for attending remote court hearings](#) before the day of your hearing. It may be helpful to test your internet connection and Zoom prior to your hearing if possible.

Do I need a Zoom license to participate in a remote court hearing?

No. You will be able to participate in a remote hearing via Zoom without your own Zoom account. The court that is conducting the hearing will have a licensed Zoom account. The court will send all participants a Zoom link and meeting PIN. If you do not have this information, you can review your case on [mycase.in.gov](#) or [contact the court](#).

Do I need access to a computer with a webcam to attend a remote hearing?

No. You can join the Zoom meeting via computer audio if your computer does not have a webcam. Also, the camera on smart phones and tablets can be used to join Zoom meetings.

If you only have access to a telephone, participants can call into the Zoom meeting with a telephone by dialing the toll-free number given by the court and then entering the meeting ID, followed by #, when prompted.

Why am I placed in a virtual waiting room?

Zoom allows the judge or court staff hosting the meeting to place hearing participants in a virtual waiting room until the actual court hearing commences. Remember that this virtual hearing is a court proceeding; you should wait for it to start in the waiting room without leaving your computer or tend to another task. When the judge is ready to begin the hearing, the host will move the appropriate participants out of the waiting room and into the virtual hearing room. This can happen very quickly.

Who will be attending the virtual hearing?

You may see several attendees during a virtual hearing. You will see the judge, the other litigant or litigants and any attorneys representing a party in your case. You may see one or more court staff members that are assisting with running the hearing. You may see a probation officer if you're in a criminal hearing

A few courts allow the public or media into the virtual hearing along with the participants. In all scenarios it is important to listen to the judge and your attorney if you have one. The judge's instructions should be followed throughout the hearing.

Will I be able to speak to my attorney privately during the hearing if the court allows?

Yes. If it becomes necessary to speak to your attorney confidentially during a hearing and the judge allows it, the meeting host will place you and your attorney in a Zoom “break out” room. While in this room, the conversation between you and your attorney is private.

Should I use the chat feature in Zoom?

No. Please do not use the chat feature during the virtual hearing. All communications with the judge and other litigants should be done verbally and on the record when the judge asks the parties to speak or answer questions. When speaking during the virtual hearing, speak clearly and, if using one, look at the computer’s webcam instead of the screen. You may want to speak slightly more slowly than usual to ensure all participants hear and understand you even if there is a lag.

Can I record the hearing?

No. Restrictions in the Indiana Judicial Code of Conduct prohibit the recording of court hearings. The judge may mention this as the hearing starts.

Can the public watch my hearing?

Yes. Virtual hearings are streamed to a public streaming platform during the hearing. They will not be available after the hearing ends or for download. Most courts are streaming these to the [Trial Court Remote Video Hearings website](#) or YouTube.

What makes the Zoom meeting secure?

Most courts are using “enterprise” Zoom licenses which increases the level of security from a basic Zoom license. When virtual hearings are scheduled, the meeting link and PIN should be used only by hearing participants to join the meeting. These licenses also provide the waiting room feature that gives the judge and meeting hosts more control over who enters the remote hearing. The meeting host and co-hosts also have the ability to remove unwanted participants from the meeting if they join.