

JUDGE NICHOLAS CHU

JUSTICE OF THE PEACE, PRECINCT FIVE
TRAVIS COUNTY, TEXAS
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AUSTIN, TX 78767

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VIDEO CONFERENCE INSTRUCTIONS

Judge Nicholas Chu, Justice of the Peace Pct. 5 is inviting you to a scheduled Zoom meeting.

Topic: J5-CV-XX-XXXXXX - JP5 Travis County

Time: _____ Central Time (US and Canada)

Join Zoom Meeting

<https://txcourts.zoom.us/j/XXXXXXXXXXXX>

Meeting ID: XXX XXXX XXXX

One tap mobile

+13462487799,,XXXXXXXXXXXX# US (Houston)

+16699006833,,XXXXXXXXXXXX# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: XXX XXXX XXXX

Find your local number: <https://txcourts.zoom.us/u/ac92N1PdiA>

Join by Skype for Business

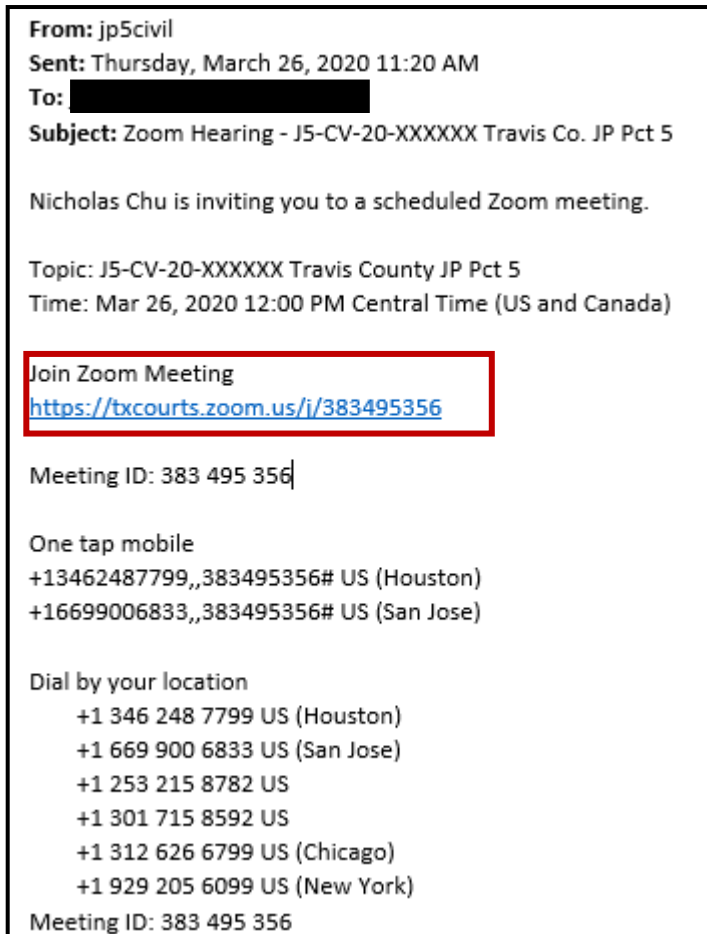
<https://txcourts.zoom.us/skype/XXXXXXXXXXXX>

**VIDEO AND/OR AUDIO RECORDINGS ARE STRICTLY
PROHIBITED UNLESS PERMISSIONS EXPRESSLY AND
SPECIFICALLY HAVE BEEN GRANTED BY THE COURT.**

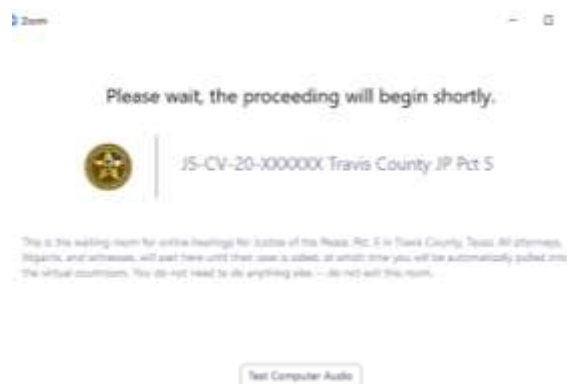
Please contact this office by e-mail at jp5civil@traviscountytx.gov to submit any evidence you intend to present at least 1 day prior to the hearing or if you have any questions.

Joining Zoom Meeting Using a URL Link

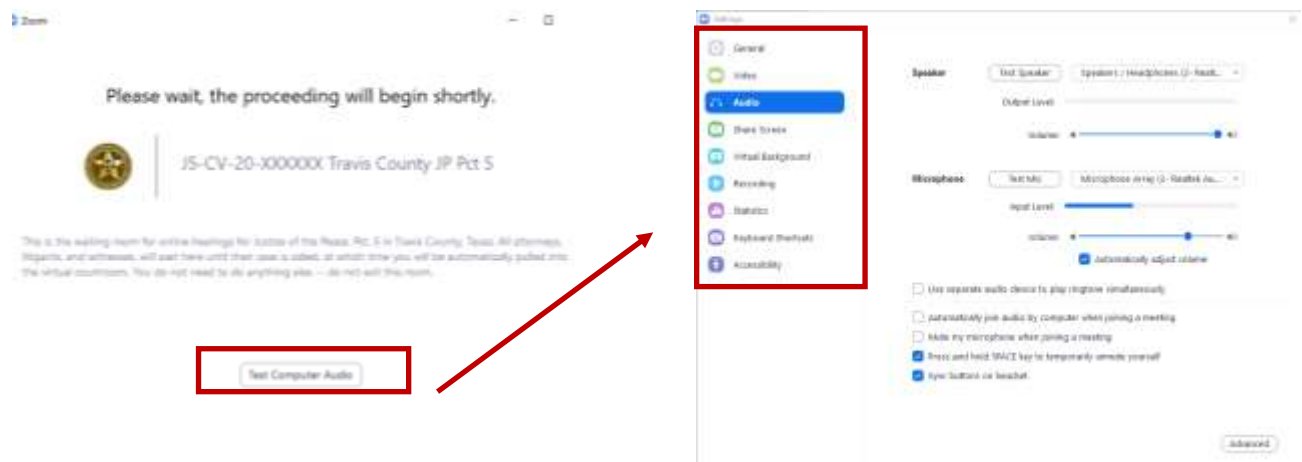
1. Parties of a case will receive instructions from the court for the scheduled Zoom Meeting. The instructions contain the date, time, a URL and Meeting ID # to connect to the video conference meeting.
 - a. Click on link under “Join Zoom Meeting”



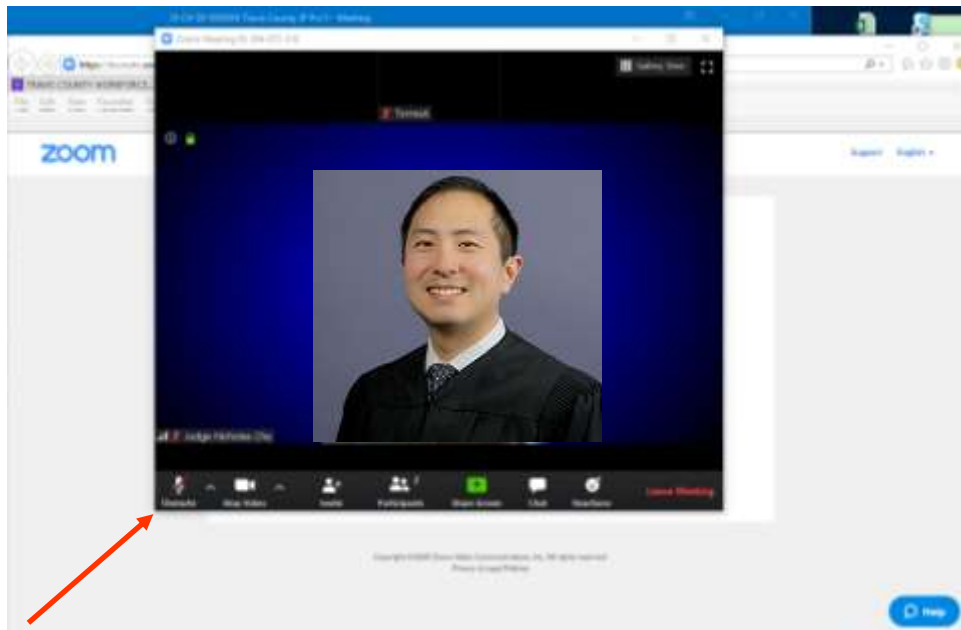
2. After you click on the link, you will automatically be directed to the Zoom website. You do not need a Zoom account to participate however you will need to download the Zoom software (this does not take long). The prompt screen to download the software will automatically appear and run its course.
3. Once this is complete, you will see this message. This message means that the Judge has not started or admitted participants into the meeting yet, please standby.



4. While waiting for the judge to start the meeting, you can test your computer auto, video and virtual background options.



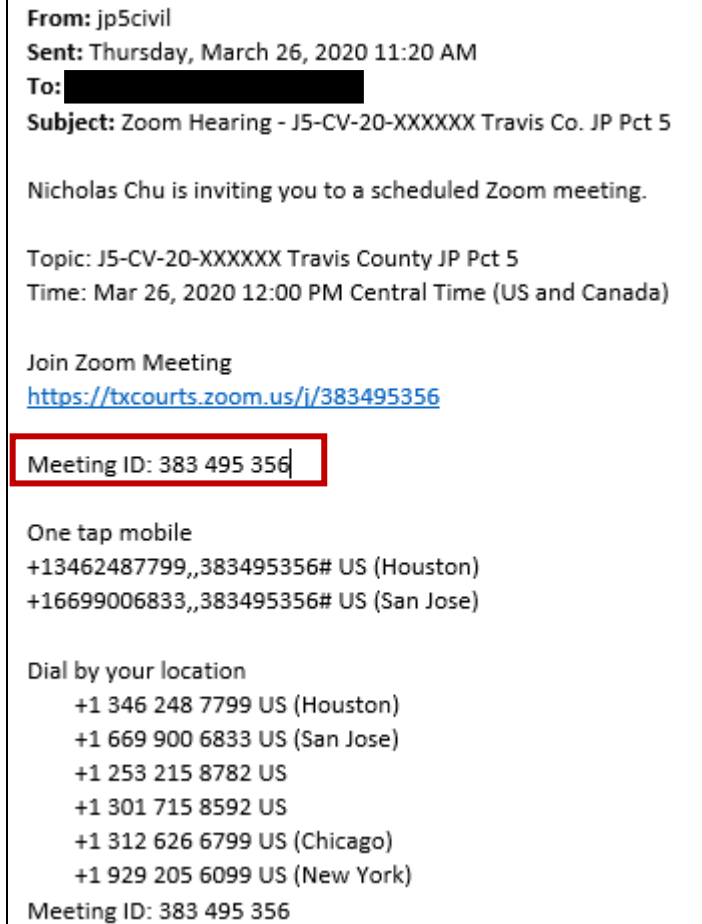
- Once the judge has started the meeting, you are automatically muted until the judge unmutes all participants.



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Joining Zoom Meeting Using a Mobile Phone

1. Parties of a case will receive instructions from the court for the scheduled hearing. This instructions will contain the Meeting ID



2. You will need to use Zoom's mobile app. You can download this from your device's App Store.

Apple Device:



Android Device:



3. If you do not have an account, you do not need to create one. Tap “Join a Meeting”.



4. Enter the meeting ID number and your display name. *The meeting ID is on the email sent by JP5.*

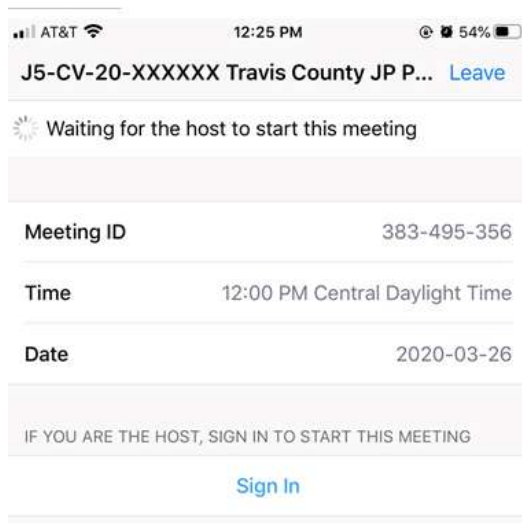
Apple Device:



Android Device:

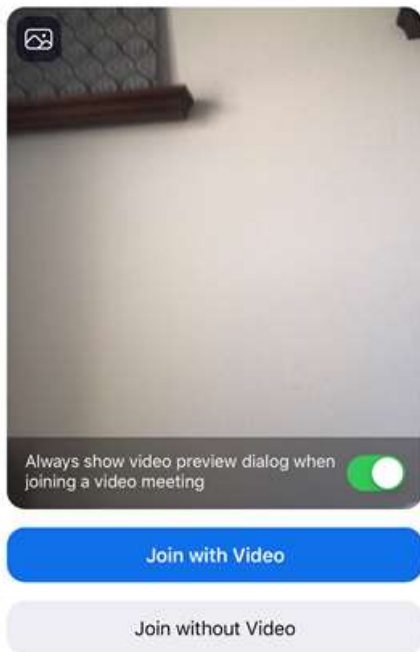


5. If you see this message, it is because the judge has not started the meeting yet. Please standby.

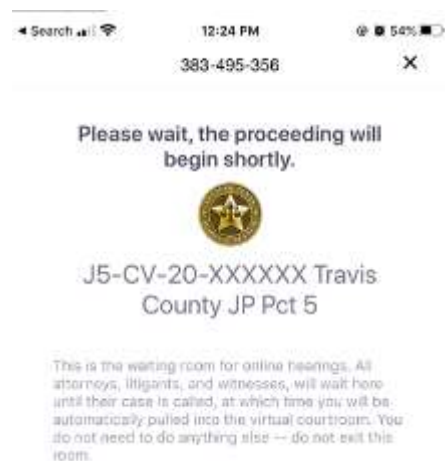


6. Once the meeting is ready to begin, you will see a “Video Preview”. Select if you would like to join with or without video.

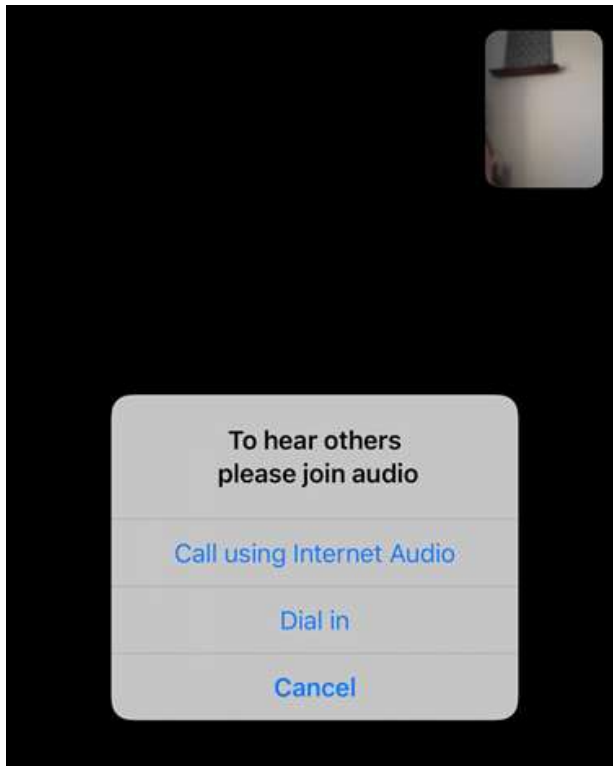
Video Preview



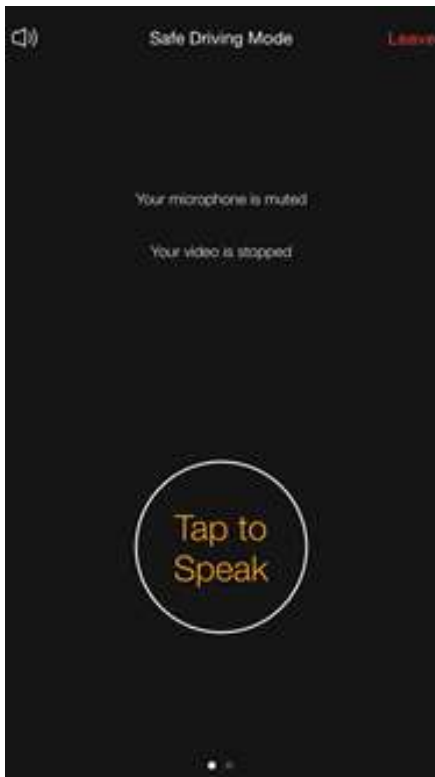
7. This message will appear on your screen. This means that the meeting will start soon. Judge has not admitted participants into the meeting, please standby.



8. After you have been admitted, you will need to select one of the two options to hear others in the meeting.



9. For audio and visual control, you will need to toggle on the screen to speak and view video



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