

Instructions to Listen Telephonically

1. Check the [court calendar](#) or the docket for the hearing you would like to listen to.
2. Once found check the "Notes:" field for the dial in and access code for that specific hearing.
3. **At least 10 minutes** prior to the hearing start time dial into the number specified
4. Enter your Access Code specified when prompted followed by the pound (#) sign.
5. When the next message comes on press #.
6. Message will say "The host has not yet arrived, please standby."
7. Mute your phone and wait for the hearing to begin.
8. Once the hearing begins press *6

Rules for Listening Telephonically

1. Please connect to the call at least 10 minutes prior to hearing beginning.
2. The hearing will be locked once it begins and you will not be able to join.
3. Please be sure to mute your phone for the entirety of the call.
4. Please be courteous and remain on the call until the end of the hearing.