

Public Access to WebEx Court Proceedings

The New Hampshire Judicial Branch uses the WebEx platform to conduct hearings and other court proceedings in compliance with the NH Supreme Court Orders restricting in-person court proceedings. Citizens can be invited to view and listen to a proceeding by sending a request to the court.

The docket sheets for each court are posted at 4PM on the day prior to the scheduled hearings. You can review the docket sheets and follow the instructions for requesting access here: <https://www.courts.state.nh.us/superior/dailydocket/index.htm>

When you request an invitation to join a proceeding you will receive an email invitation from the court. When you accept the invitation it will move from your Inbox to your Calendar as an event. You will need to open that event and click the link entitled "JOIN" and follow the prompts to open the session, mute your microphone and disable your video feed, which are live by default the first time you log in to WebEx.

If you are new to teleconferencing via WebEx, we recommend that you first review this helpful site for basic instructions from Cisco on joining a meeting: <https://help.webex.com/en-us/nti2f6w/Webex-Meetings-Join-a-Test-Meeting>.

It is required that you mute your microphone and disable your video feed prior to entering the meeting. Please familiarize yourself with the icons at the bottom of the meeting screen. You may need to move your cursor to activate the utility bar to click the Mute and Video icons to turn them off.

The Mute  and Video  buttons should be **RED**.



Mute Video

We ask that you join at least 10 minutes before the commencement of the proceeding so we can ensure everyone is ready before we begin. No additional participants will be allowed into the meeting once it begins.

You are not permitted to activate your microphone or video feed at any time to speak or in any way interrupt the proceedings. Failure to comply will result in your being disconnected. If you have any questions or issues send an email to the court.

We ask that you *not* share your invitation as the court must monitor all participants. You can direct others to contact the court for their own invitation.

In closing, the basics for the meeting are:

- Request your invitation from the appropriate court
- Sign in at least 10 minutes prior
- Make sure your camera is off
- Make sure your microphone is muted

As we work towards the next phase of reopening the courts and moving to full capacity, we appreciate your patience and support.