

## **First Judicial District Virtual Court Information**

Due to the COVID-19 Pandemic and related orders, the First Judicial District Court is conducting remote hearings on most pending domestic relations, civil and criminal cases. See CJO 2020-12 [\[link order\]](#) for more information on current court operations.

If your case is scheduled for a remote hearing, you must appear via WebEx Meetings through a WebEx-compatible computer or mobile device equipped with a camera and microphone.

If you do not have a compatible device, follow the below instructions to call into the hearing using the dial-in information for your courtroom.

### **How to Connect**

To connect to your hearing, you will need the connection information for your assigned division. To do that, select Jefferson County or Gilpin County below, then select the option with your case division number, and then click the name of the judge for your division.

Follow the “join meeting” link on the page that opens to appear via video or dial into the hearing. To appear by phone, dial 720-650-7664 and enter the Meeting number for the assigned judge.

You will need to download the WebEx Meetings app to participate via video from your mobile device.

You can find additional information on how to download the app and connect to WebEx Meetings here: [\[linked WebEx Meetings General Info for Participants document\]](#).

### **Conduct**

Remote hearings are court proceedings. All participants must follow ordinary standards of decorum.

#### **Do**

- Make sure your device is charged and set up properly.
- Mute your connection until your case is called.
- Dress appropriately.
- Limit background noise and distractions.
- Follow judge and court staff instructions.
- If represented, set up a separate way to communicate with your attorney if you need to (such as via text message on a separate line)

#### **Don't**

- Interrupt the proceedings.
- Talk over other people.
- Multitask.

- Record the hearings by any means.

*You may be removed from the remote hearing if you do not comply with these or the judge's instructions.*

### **Criminal Cases**

For general information concerning pretrial procedures in criminal cases, please review the 1<sup>st</sup> Judicial District WebEx Criminal Procedures [\[link Doc\]](#).

### **Tips on Using WebEx**

For general tips on using WebEx, please review WebEx Tips [\[link Doc\]](#).

### **Questions**

If you have questions concerning your case, call the Court Clerk's Office at 720-772-2500.