

## **Video Conference/Hearing Instructions**

You are required to attend a video conference/hearing.

Join the Zoom hearing by clicking this link:

<https://adminlaw-la-gov.zoom.us/j/88543156314?pwd=SGp5WVNFM0FGL3RjZHRvRzh0TnBqQT09>

Meeting ID: 885 4315 6314

Passcode: 9194

1. You will need a camera and microphone to participate in the hearing.
2. Choose a quiet room or location to participate in the hearing. No television or radio on in the background. Do not sit with a window behind you, as the glare can interfere with the video.
3. Dress appropriately as you would for court.
4. It is important that you not speak over someone talking. The judge will instruct you on when it is your turn to speak and ask questions.
5. The hearing's audio will be recorded.
6. Any improper behavior will result in the judge removing the offender from the video hearing room and may be considered by the judge as a waiver of your participation in the hearing.

**If you have difficulty joining the hearing, or if the judge has not joined after 15 minutes, immediately contact DAL at 225-342-1800 for further instructions.**