

PLEASE CLICK “SPEAKER VIEW”  
PLEASE MUTE YOUR MICROPHONE

# ONLINE COURT FOR DEFENSE ATTORNEYS

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Texas Indigent Defense Commission

**12:00 p.m. (Central)**

LOCAL

## Texas judges will be able to conduct court online as coronavirus spreads

More than 3,000 judges across the state will have access to video conferencing to conduct court proceedings during a public health crisis.

Author: Bryce Newberry (KVUE)

Published: 7:39 PM CDT March 19, 2020

Updated: 10:36 PM CDT March 19, 2020

AUSTIN, Texas — The way we do things is changing rapidly as the coronavirus pandemic disrupts operations of nearly everything.

Starting on Thursday and over the next couple of weeks, the [Texas Office of Court Administration](#) will roll out video conferencing capabilities to more than 3,000 judges across the state.

“Our intention is that we have as many judges as possible, if not all judges, using that technology to be able to conduct both their essential proceedings and even non-essential proceedings that maybe are not as urgent but still need to occur via that video, and allowing everyone, including the parties themselves, to join,” David Slayton, the Office of Court Administration’s administrative director, told KVUE via FaceTime on Thursday.

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Article source: [here](#).

Mastering technology during this crisis is as important as understanding the rules of evidence.

**You need to be the expert.**

## WHAT WE'LL COVER TODAY

- **Basics** of Zoom
- **Advanced Zoom features** you need to understand when representing your client
- Potential **pitfalls** of the technology
- Tips for **improving your online** practice



WHAT THIS  
PRESENTATION  
IS NOT

- **A caselaw review**

**ARTICLE 27.18  
PLEA OR WAIVER OF RIGHTS BY  
VIDEOCONFERENCE**

**Art. 27.18. PLEA OR WAIVER OF RIGHTS BY VIDEOCONFERENCE.**

[...]

(a)(3) on request of the defendant, the defendant and the defendant's attorney are able to communicate privately without being recorded or heard by the judge or the attorney representing the state.

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# ZOOM BASICS

What you need to know



# WHAT IS ZOOM?

- **Cloud-based video communication platform.**
- **Works on computers, phones and tablets.**
- Host video conferences, presentations, and one-on-one meetings.
- You don't have to buy a Zoom license to participate



Photo source: zoom.us

MINIMUM  
REQUIREMENTS

An internet connection –  
broadband or wireless (3G or  
4G/LTE)

Speakers and a microphone

A webcam or HD webcam



<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>

BOOKMARK  
THIS PAGE

- The Zoom Help Center has a breakdown of specific requirements for every supported device and operating system.
- Even if your computer or tablet works, you need to make sure your client's device is compatible with Zoom
- **Don't rely on other people to confirm tech specifications.**

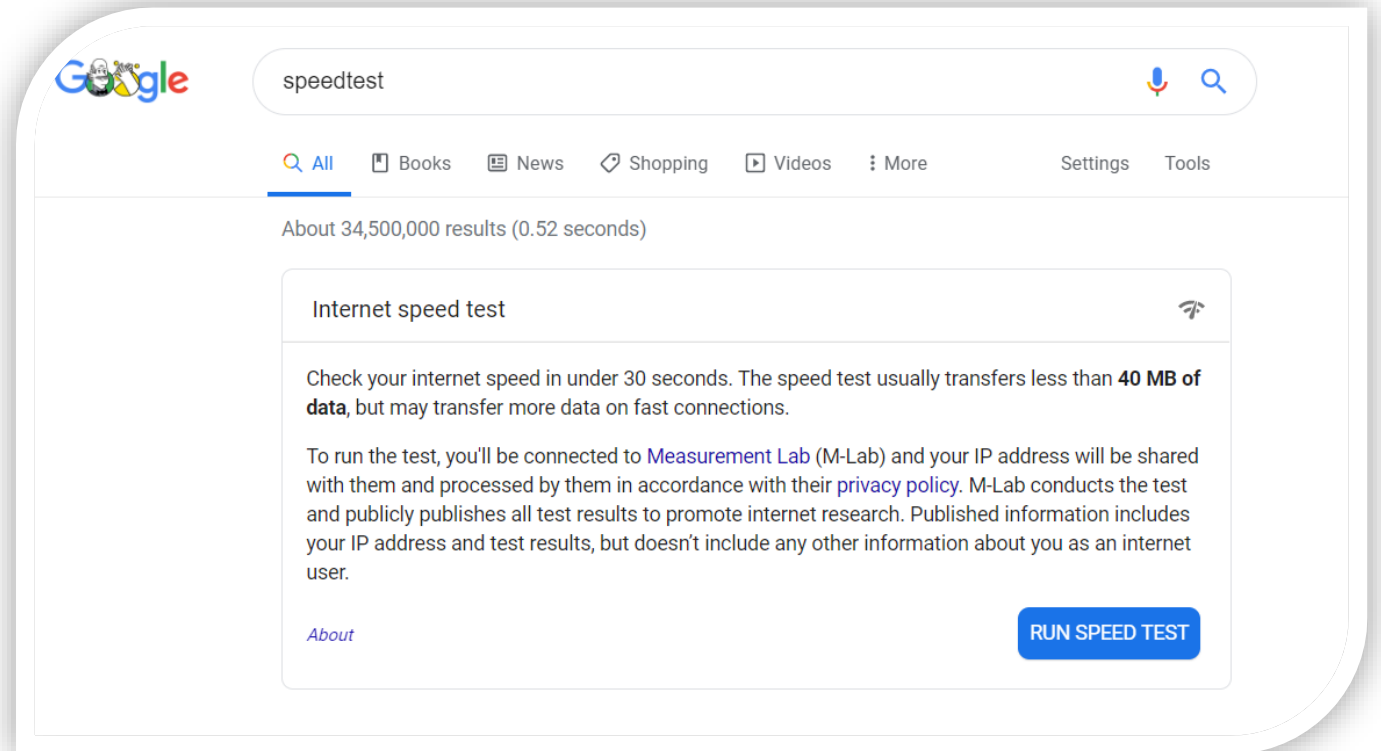
## MINIMUM BANDWIDTH REQUIREMENTS

For 1:1 video calling:  
600kbps (up/down) for  
high quality video and 1.2  
Mbps (up/down) for HD  
video

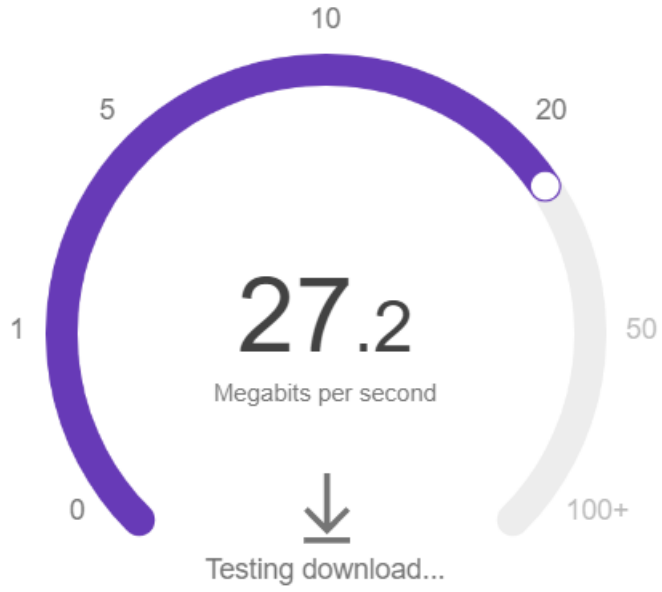
For group video calling:  
600kbps/1.2Mbps  
(up/down) for high quality  
video. For gallery view:  
1.5Mbps/1.5Mbps  
(up/down).

# CLOCKING THE SPEED OF YOUR INTERNET CONNECTION

Go to Google.com and  
search for “speedtest”



Internet speed test

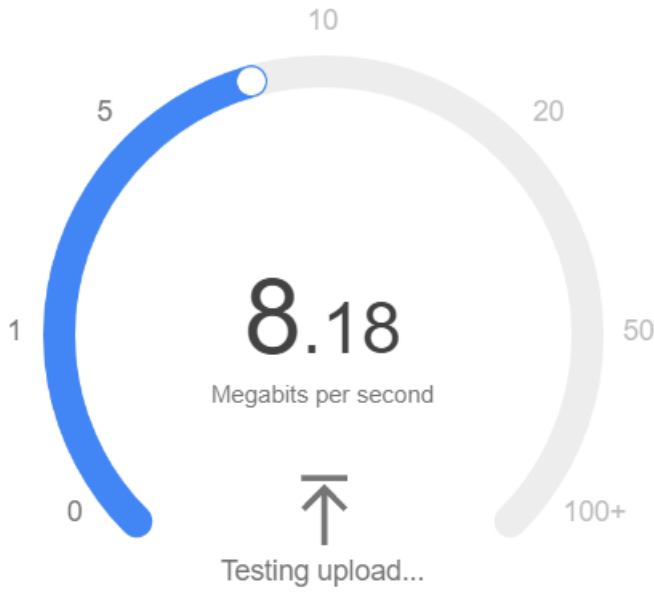


Mbps download

Mbps upload

CANCEL

Internet speed test



21.7  
Mbps download

Mbps upload

CANCEL

Internet speed test



21.7  
Mbps download

6.98  
Mbps upload

Latency: 48 ms  
Server: Dallas, TX

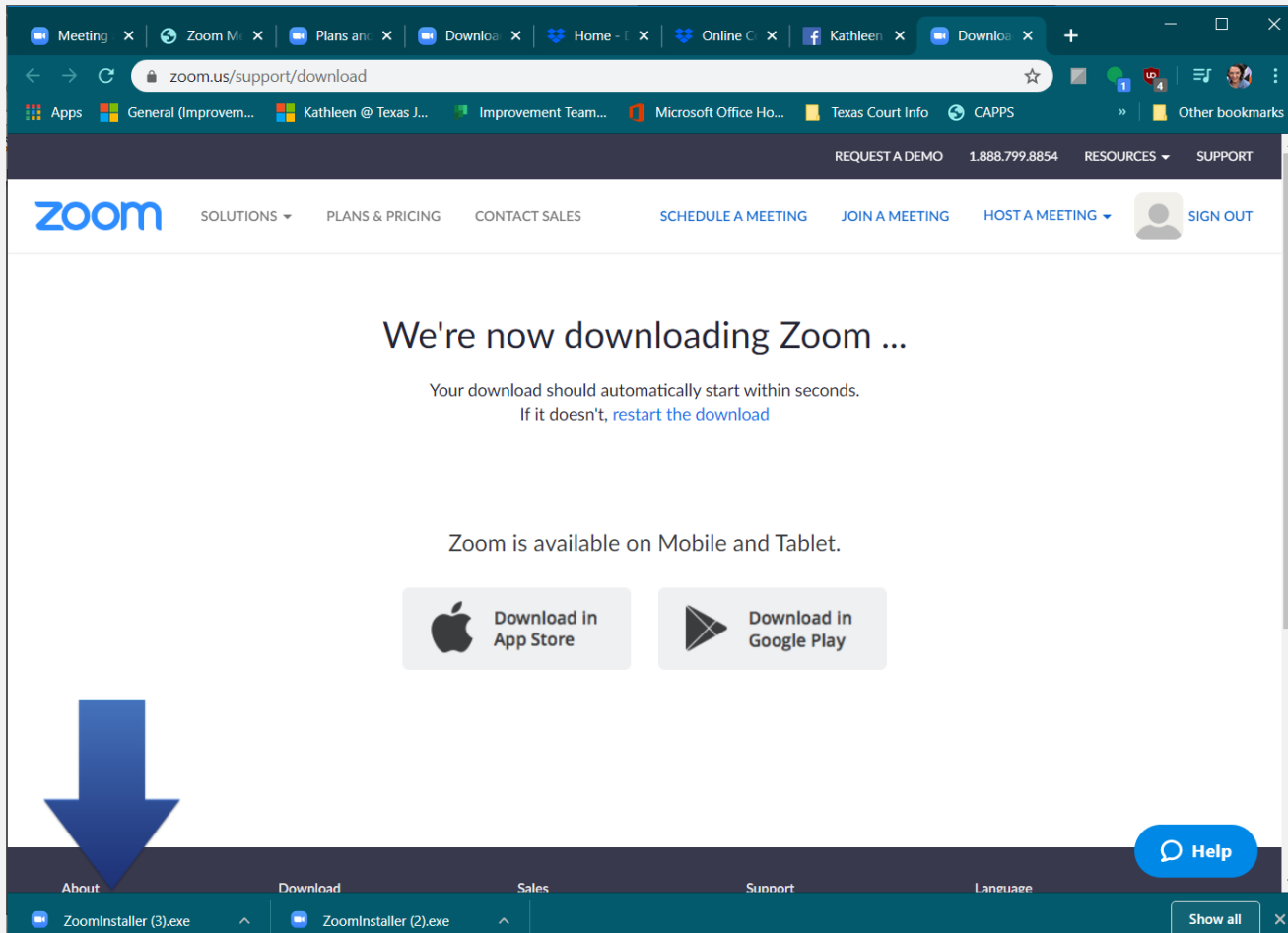
Your Internet speed is fast

Your Internet connection should be able to handle multiple devices streaming HD videos at the same time.

[LEARN MORE](#)

[TEST AGAIN](#)

[Feedback](#)



[Zoom.us/support/download](https://zoom.us/support/download)

# DO I NEED TO DOWNLOAD A PROGRAM?

- Technically, no – you can use the Zoom web client
- But you should download the Zoom Desktop Client if your computer has the capability
- You will need the Zoom app for Apple and Android devices
- Use the link to the left to download all versions

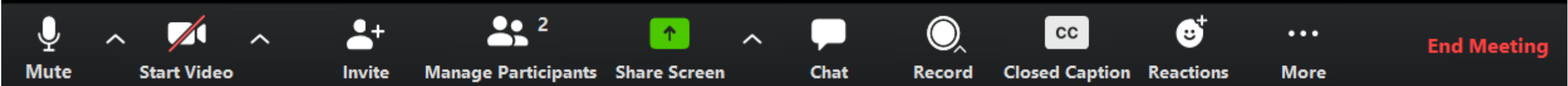
# ADVANCED ZOOM

Things you need to know for your practice



# ADVANCED FEATURES

You can record the meeting and download to your computer



Turn audio on and off

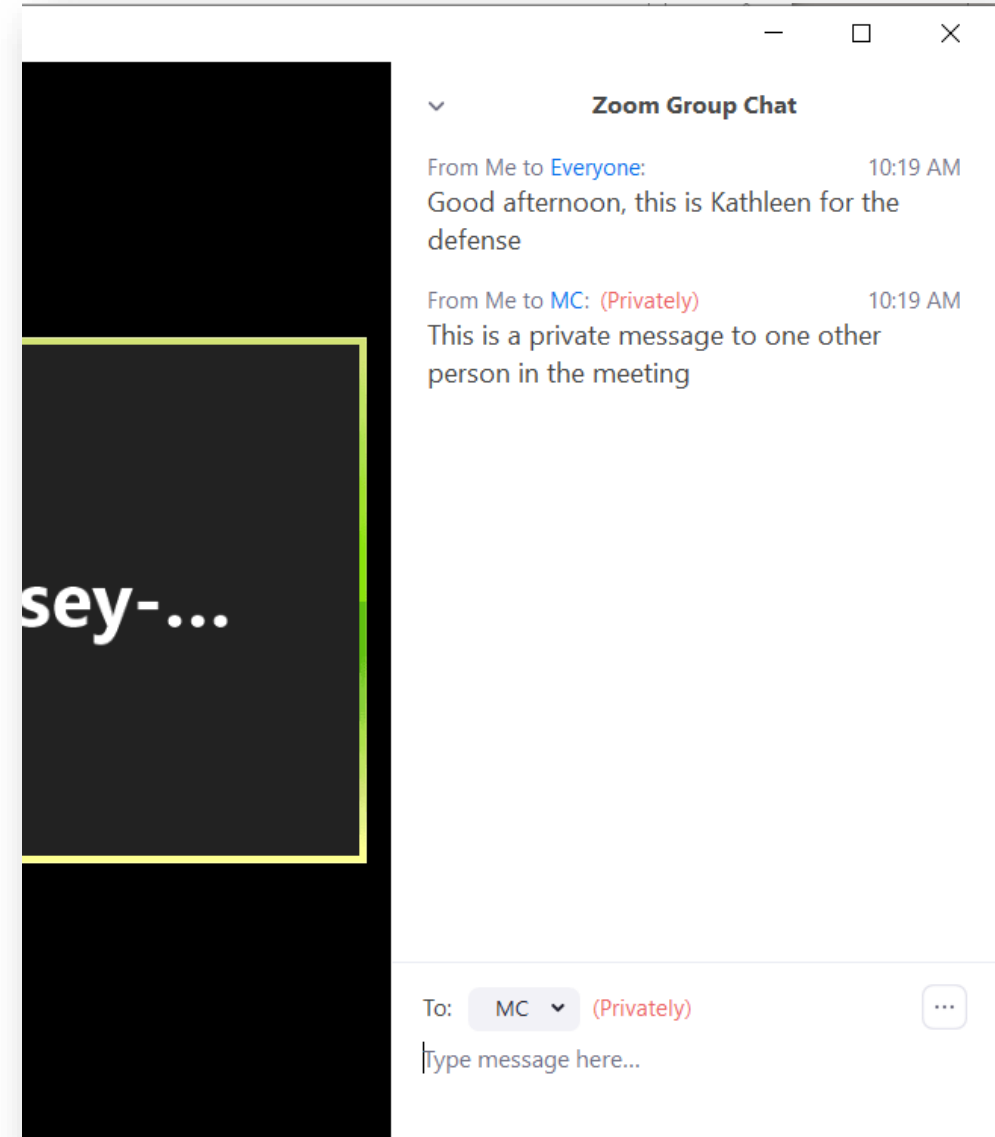
Turn your video on and off

Use this screen to share something like a presentation or another part of your screen

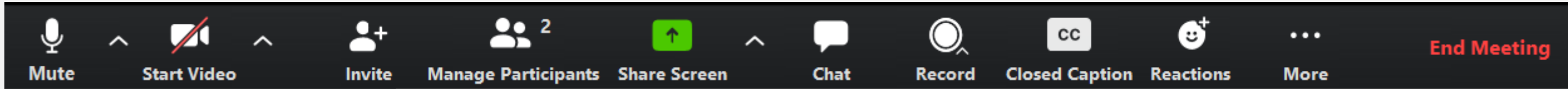
Chat with the group or individuals

Raise your hand, Or give thumbs up

# HOW TO USE THE CHAT FUNCTION



# HOW TO SHARE YOUR SCREEN



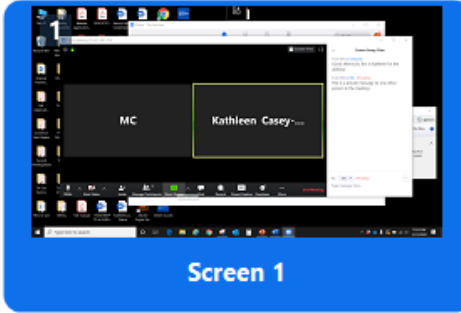
Click on "Share Screen"

Select a window or an application that you want to share

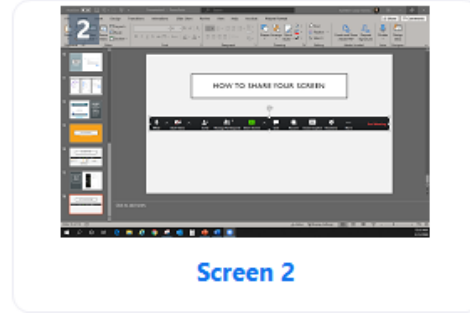


Basic

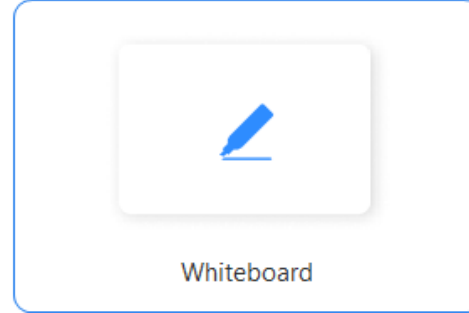
Advanced



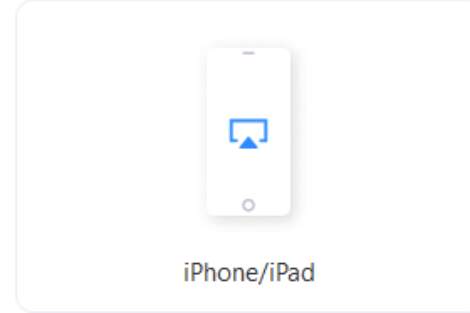
Screen 1



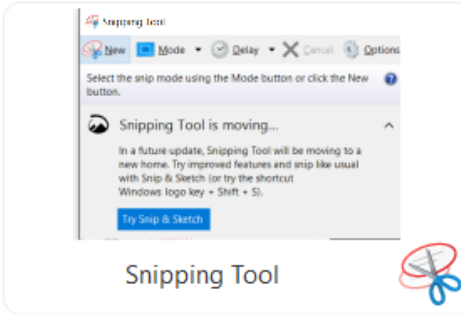
Screen 2



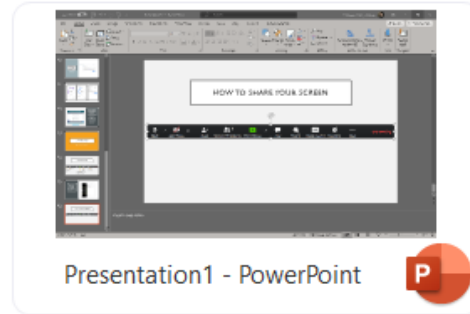
Whiteboard



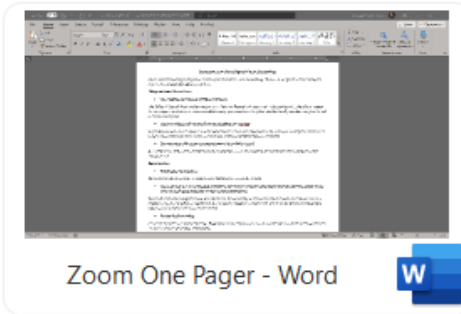
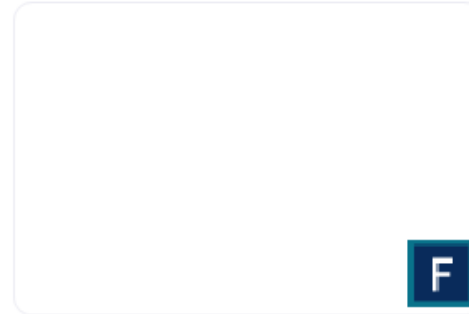
iPhone/iPad



Snipping Tool



Presentation1 - PowerPoint



Zoom One Pager - Word




Share computer sound

Optimize Screen Sharing for Video Clip


Share

Select a window or an application that you want to share ✕


**Basic** **Advanced**



Portion of Screen ?



Computer Sound Only ?



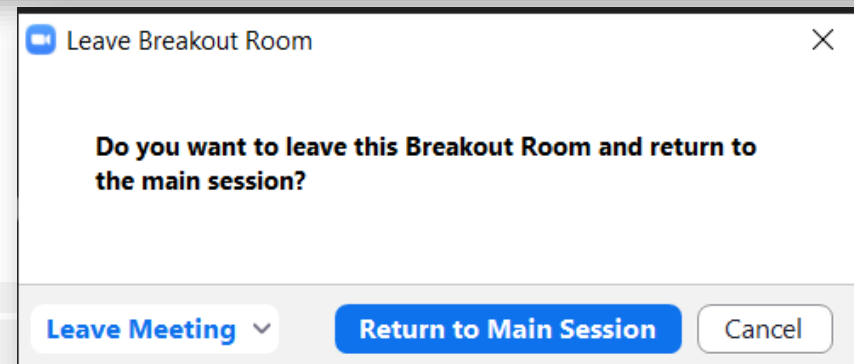
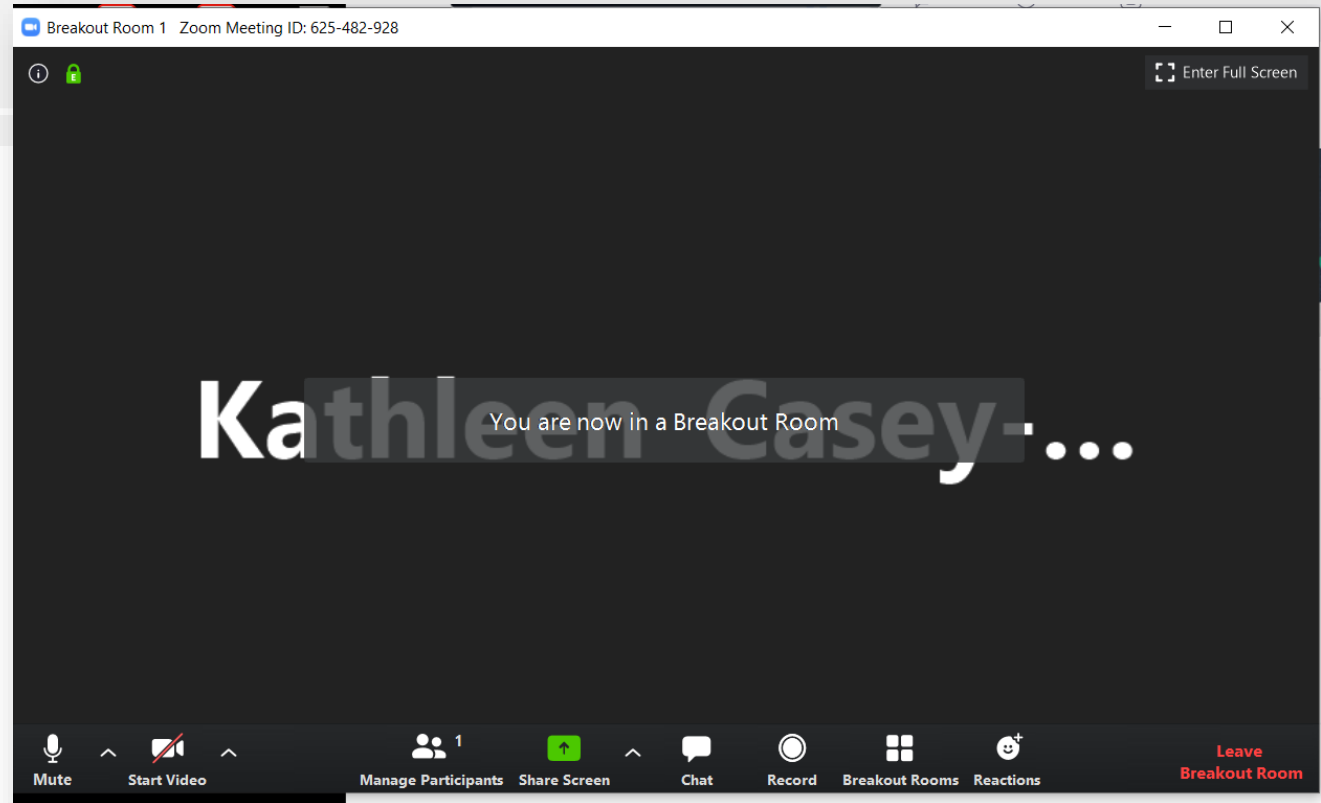
Content from 2nd Camera ?

Share computer sound     Optimize Screen Sharing for Video Clip

**Share**

# BREAKOUT ROOMS

- The moderator (judge or court reporter) will place you in a breakout room
- Can be used for communication with your client, or sidebars
- **THESE ARE NOT COMPLETELY CONFIDENTIAL**
- When using Chat, continue to use “Private chat” function



# IMPORTANT CHANGES FROM IN-PERSON HEARINGS

Setting norms in an online world

## THINGS TO KNOW

- The meeting can have up to **500 participants**
- The proceedings will be broadcast via **Youtube** (or possibly **Facebook**)
- The recording is **not considered part of the official record at this moment**
- **The judge can mute you and anyone else**



# CONFIDENTIALITY IS AN ISSUE

You will need to be  
the guardian of  
confidentiality in your  
client's communications.

# ACCESS TO TECHNOLOGY IS AN ISSUE

You will need to protect your client's rights if he or she does not have access to the same technology as the State.

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# PRACTICE TIPS

## BEST PRACTICES

- **Watch your mute button**
- Ask if you can record the proceeding yourself
- Remember you are on camera, and so is your client!

## THINK LIKE A DIRECTOR

- Think about camera angles, lighting and sound quality for you and your client
- Consider a [virtual background](#)
- Practice using Zoom if you plan to screen share or use advanced features
- Check out the TIDC Online Court Dropbox for more materials

QUESTIONS?

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