

# Normally, you would be here.



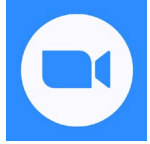


# **Juror Conduct During Zoom Trial**

- **This is still court.**
- **While we are in session, you must give your full, undivided attention to these proceedings.**
- **You must not try to multitask.**
- **You must not try to work or do anything other than provide your full attention to these proceedings.**
- **While we are in session, you should not move about your space. You should remain seated, and should not leave the screen for any reason.**

- **While we are on breaks during the day, you may tend to your personal affairs.**
- **You should not speak during the proceedings.**
- **You should not gesture to the court, a witness, or a lawyer on screen during the proceedings.**
- **Other than as instructed, you should not use the Zoom chat function during the proceedings.**

# **Juror Zoom Rules**



- **Keep your video on at all times.**



- **Keep your microphone muted unless asked to speak.**



- **Keep your computer audio on, so you can always hear the proceedings.**



- **Keep your screen on, so you can always see the proceedings.**

# **Juror Security Rules**

- **Do not share the Zoom link with anyone.**
- **Do not invite others to observe the proceedings over Zoom.**
- **Do not invite others to sit with you and watch the proceedings on your device.**



- **Do not record these proceedings in any way for any reason.**
- **Do not video record.**
- **Do not audio record.**
- **Do not photograph.**
- **Do not take screenshots, screen captures, or screen grabs.**

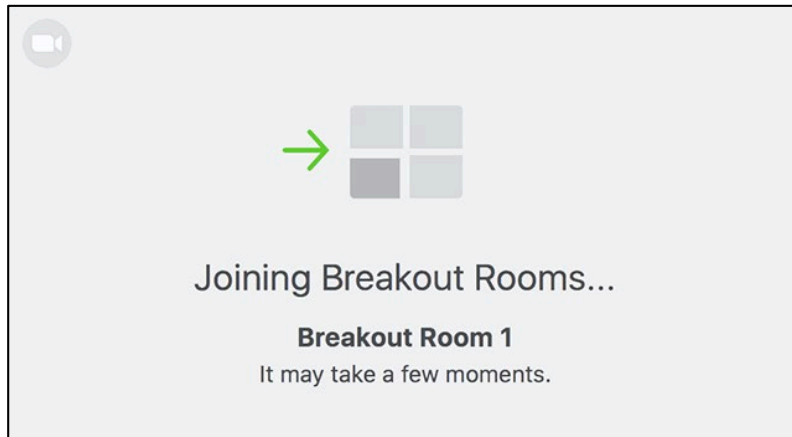
# **Juror Zoom Connection Rules**

- **Court proceedings cannot take place without you.**
- **If a juror becomes disconnected or leaves the screen, the trial must stop and cannot resume until the juror returns.**
- **If you become disconnected, please immediately attempt to reconnect.**
- **If you cannot immediately reconnect, please immediately email the Bailiff at \_\_\_\_\_, or call \_\_\_\_\_.**

# Schedule

- **We will usually start at 9:00 a.m. each day and end at 4:00 p.m.**
- **At the beginning of the court day, please join the Zoom at least 15 minutes before the trial resumes; generally, that means you should join the Zoom no later than 8:45 a.m.; I will keep you posted.**

# **The Virtual Jury Room**



- **When you join the Zoom in the morning for the resumption of trial, I will put you in the virtual jury room.**
- **When we are ready to start hearing testimony, I will bring you into the virtual courtroom.**
- **While you are in the virtual jury room, you are welcome to socialize with the other jurors.**
- **However, as I will explain to you in more detail, you may not discuss the facts or the law in this case until you are sent to deliberate on a verdict.**
- **At times during the trial, I may also send you into the virtual jury room so that I can discuss matters with the lawyers, outside of your presence. You may hear me at times refer to these instances as sidebars.**

# Breaks



- **Generally, we take a 15-minute break in the middle of the morning, a 90-minute break from 12:00 to 1:30, and a 15-minute break in the middle of the afternoon.**
- **During breaks, you will be sent to the virtual jury room.**
- **You are welcome to attend to your personal affairs during your breaks.**
- **Please do not leave the Zoom during your breaks.**

- **You are welcome to turn off your video during your break, but please do not leave the Zoom.**
- **You should remain logged into the Zoom for the entire trial day.**
- **At the beginning of a break, I will tell you what time you must return from break; you must not be late, because we cannot resume without all jurors.**
- **At the end of the break, I will return you from the virtual jury room to the virtual courtroom.**

# **Trial Overview**

# Evidence will generally be presented to you on screen.

Ex. 11 - email dated 05-29-20

Case No. 30-2-12345-6

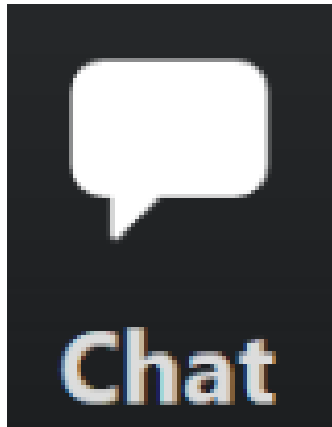
Test Document

Best regards,

Jane Morrow, RN, JD | [jm@medilaw.com](mailto:jm@medilaw.com)  
Otorowski Morrow & Golden, PLLC  
298 Winslow Way West  
Bainbridge Island, WA 98110  
Ph. (206) 842-1000  
Fax. (206) 842-0797

**Please be advised,** based on the ever-more-conservative guidance from the Federal and Washington State governments for preventing the spread of COVID-19, Otorowski Morrow & Golden, PLLC. staff will be working remotely effective immediately and until further notice. Instead of facilitating or attending face-to-face meetings we will be conducting virtual meetings telephonically or via videoconference.

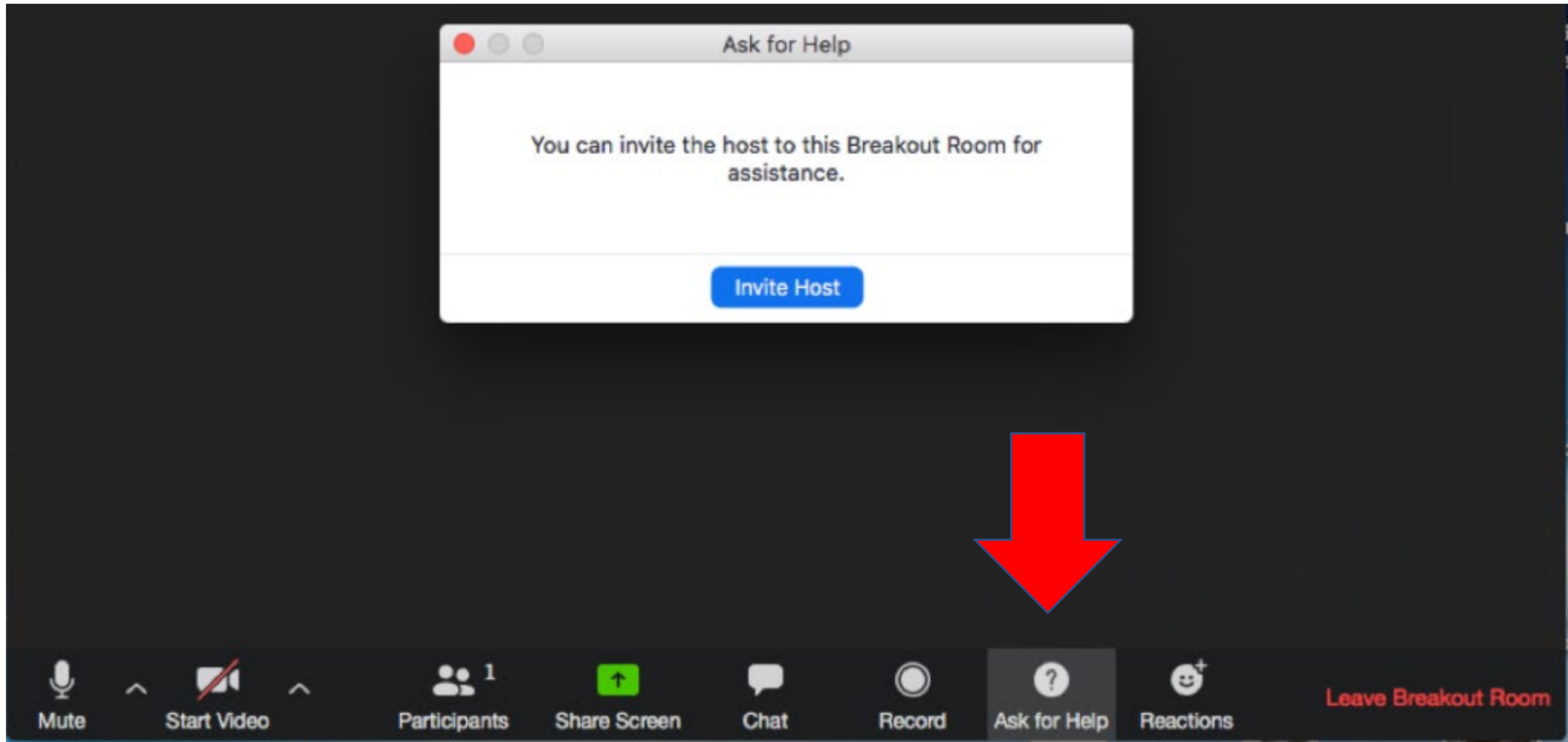
**If you have any questions** about how this decision will influence our office's services to you, please ask



- **Once the attorneys have completed their questioning of a witness, you will be allowed to propose written questions to the witness.**
- **I will tell you when it is time to propose written questions to the witness.**
- **You will use the Zoom Chat function to propose written questions to the witness.**

# **Zoom Practice**

- **First, let's practice sending you to the virtual jury room.**
- **Once in the virtual jury room, Juror # 1 should select the Ask for Help button so that we can practice asking for assistance.**



- Now let's practice using the Chat function to propose written questions for witnesses.
- Everyone please type into the chat the following question:  
“What time is our first break?”

