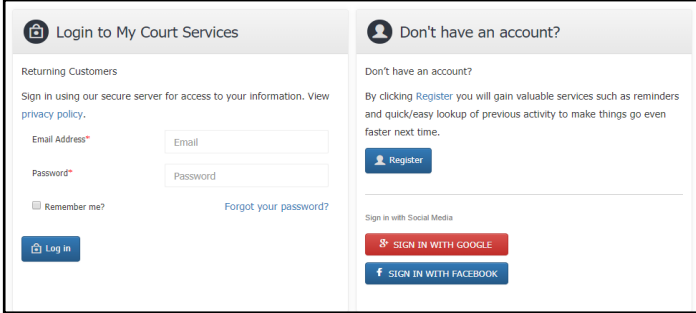
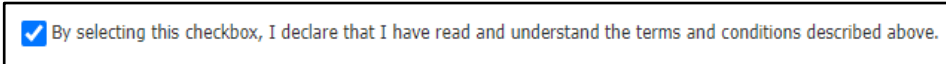
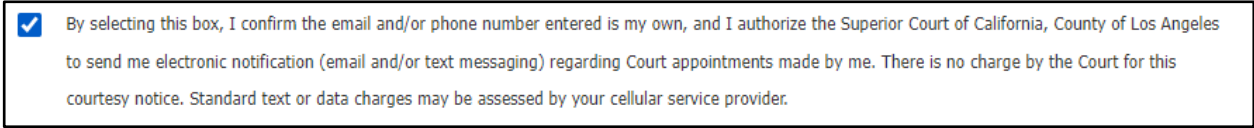
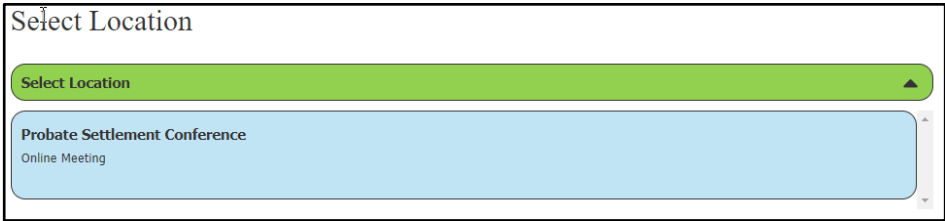
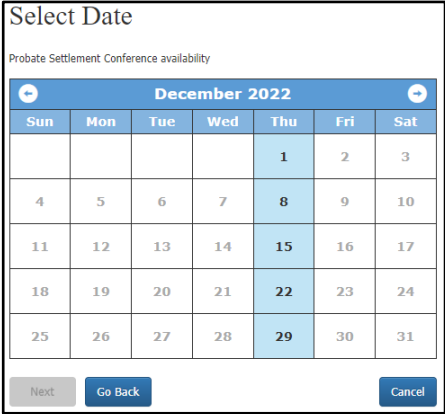
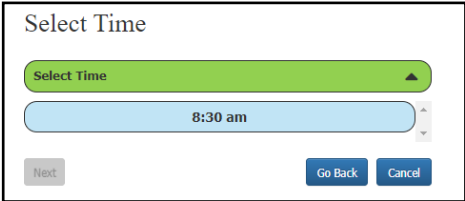
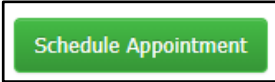
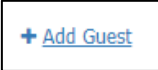

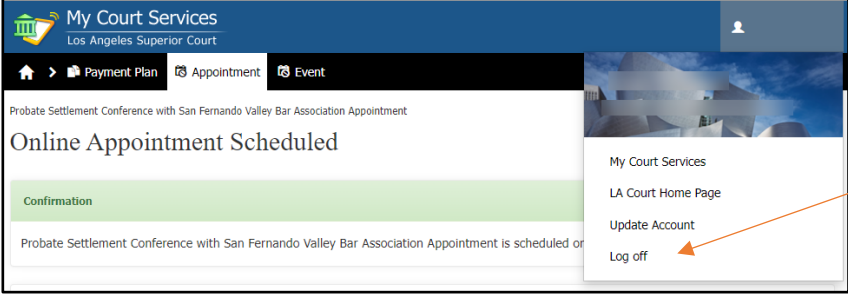


Probate Settlement Conference Scheduling Instructions

(Settlement Conference will be conducted by San Fernando Valley Bar Association Attorney)

Step	Action
1	<p>Register and login. You can register with your email or with your Facebook or Google account.</p> 
2	<p>Agree to the terms and conditions.</p> 
3	<p>A. Consent to receive electronic notification from the Superior Court of California, County of Los Angeles.</p>  <p>B. Provide the required referral details and select the settlement conference case type from the Settlement Case Type drop-down menu</p>
4	<p>Select the conference type.</p> 

Step	Action
5	<p>Select a date from the calendar. The available dates are highlighted in blue.</p> 
6	<p>Select a time from the drop-down menu.</p> 
7	<p>Click the Schedule Appointment button to reserve the time slot</p> 
8	<p>Provide the contact information for all counsel and pro per participants as guests.</p> <p>A. Invite other case participants by clicking </p> <p>B. Enter invitee's full name and email in the appropriate fields.</p> <p>C. Repeat these steps to invite additional participants</p>
9	<p>Click the  button to send conference details to all participants you invited continue.</p>

Step	Action
10	<p>Click on your name on the menu at the top right of the screen, then log off.</p>  <p>The screenshot shows the 'My Court Services' interface for the Los Angeles Superior Court. The main content area displays a confirmation message: 'Online Appointment Scheduled' for a 'Probate Settlement Conference with San Fernando Valley Bar Association Appointment'. A user menu is open in the top right corner, listing options: 'My Court Services', 'LA Court Home Page', 'Update Account', and 'Log off'. Two orange arrows point from the right side of the screenshot to the user profile icon and the 'Log off' option.</p>

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