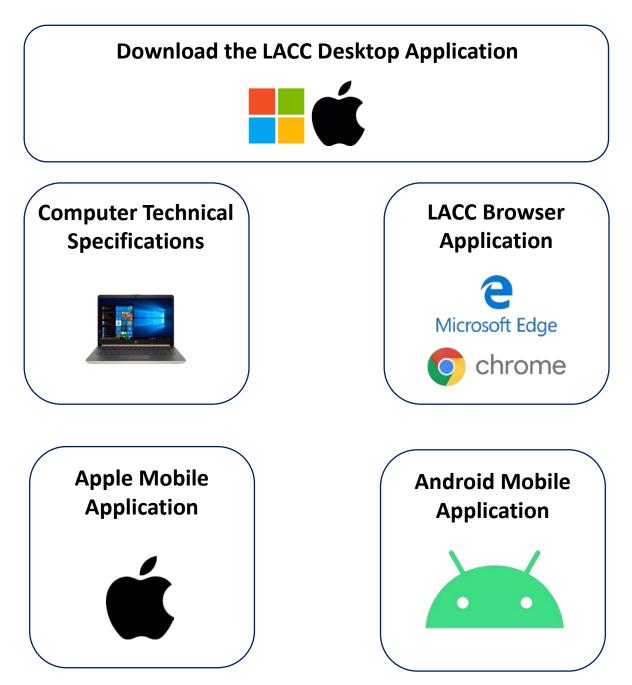


**Quick Reference Guide** 



Which way would you like to connect to **LACourtConnect**? Please click a box below.





**Quick Reference Guide** 



**LACourtConnect** is part of the Court's Access LACourt | Your Way initiative and provides a convenient option for appearing in court without having to visit a court location.

This Quick Reference Guide (QRG) outlines the different ways to connect to LACC as a remote participant.



You can also refer to your LACC confirmation email for links to download the application.

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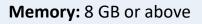


# **Computer Technical Specifications**

For the best connection experience, it is recommended remote participants connect via a computer. Virtual Backgrounds/Blur is recommended only for mid to high end machines (satisfies below requirements).



Windows



**Bandwidth:** 1.2 Mbps for HD group video calling with resolution of HD 720 pixels at 30 FPS

#### **Hardware Requirements**

- Supported processors (1080p background video)
- Intel Core i5-6000 or higher
- 4 cores or higher
- Excludes U series
- Intel Core i7, i9, Xeon
- 4th generation (4000) or higher

#### Intel Core CPU with HD 620 Integrated Graphics Requires the Following

- Windows 10, 64-bit
- Driver version 26.20.xx.xx or higher
- i7 OR
- i5 2 cores with major version 26.20 or higher and minor version 7323 or higher

#### **Other Intel Processors**

- 6 cores or higher
- 4th generation (4000) or higher
- Excludes Atom and Y series

#### **Non-Intel Processors**

- 8 cores or higher with 2.0GHz or higher; OR
- 12 cores or higher
- AMD Ryzen 5/7/9 or higher



Mac

#### Minimum Mac OS version:

Mac OS versions 13.0 and above

#### **Hardware Requirements**

- 1.8 GHz or faster 64-bit processor; Dual-core or better recommended. Both Intel (x64) and Apple Silicon (arm64) processors are supported.
- 4 GB of RAM.
- Hard disk space: Minimum of 2 GB.
- A screen resolution of 1280 x 800 or higher is recommended.
- All hardware that supports MacOS 13.0.0 will be compatible with the LACC application

#### **Additional Requirements**

Administrator rights are required to install LACC on Mac





## **LACC Browser Application**

LACourtConnect is available via an online browser and is recommended for users attending the virtual meeting on an older device that does not support the desktop application and/or users who are in an environment with minimal background noise.



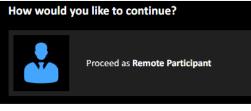
If you are unable to install the LACourtConnect App, you can join by launching the <u>LACourtConnect Web</u> App as a backup alternative.

Open your preferred browser and go to <a href="https://lacc2.lacourt.org/">https://lacc2.lacourt.org/</a>

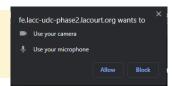
#### Log in

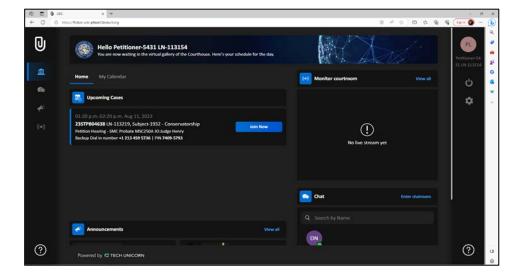
When the browser application opens, sign into LACourtConnect using the same email address and password that was used when registering for a remote appearance.

- 1. Select Proceed Remote Participant
- 2. Enter your email and password and click Sign In
- 3. Once logged, the Virtual Gallery will appear



If prompted, allow the browser application to use your microphone and camera





# LACourtConnect

# Ways to Connect to LACC

# Apple Mobile Application

To join your hearing via your mobile device, it is required you installing the LACC application on your device.

- 1. From a Home screen, tap. App Store.
- 2. Browse the App Store, tap. Apps. (at the bottom).
- 3. Click <u>HERE</u> or search for apps by name.
- 4. Tap the app.
- 5. Tap GET (If prompted, sign into the App Store to complete the install). Once installed, open the app.
- 6. Click "Proceed as Remote Participant" and follow the prompts.

### Log in to the Unicorn Digital Courtroom Application

When the application opens, sign into LACourtConnect using the same email address and password that was used when registering for a remote appearance.

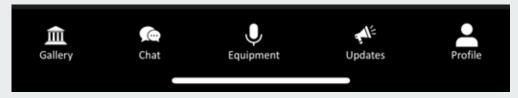
App Store

- 1. Open the app and select Proceed Remote Participant
- 2. Enter your email and password and click Sign In
- 3. Once logged, the Virtual Gallery will appear



Once logged in, the mobile app control should appear at the bottom of the screen.

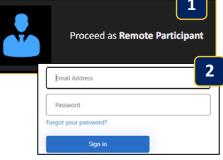
For Apple devices, the controls will be located at the bottom of the screen.



Gallery – Displays your scheduled hearings
Chat – Communicate with those in the hearing
Equipment – Test your audio/video before joining your hearing
Updates – View Court news and updates
Profile – Review and edit your profile information

If you are unable to install the LACourtConnect app, you can join using the browser web app on your computer. Please refer to your confirmation email.







# **Android Mobile Application**

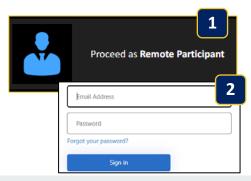


To join your hearing via your mobile device, it is required you installing the LACC application on your device.

- 1. Open Google Play store.
- Click <u>HERE</u> or search for "LACourtConnect" in the search bar and click on the app.
- 3. Click on Install.
- 4. Click Open.
- 5. Click "Proceed as Remote Participant" and follow the prompts.

### Log in to the Unicorn Digital Courtroom Application

- 1. Open the app and select Proceed Remote Participant
- 2. Enter your email and password and click Sign In
- 3. Once logged, the Virtual Gallery will appear

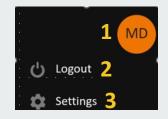


#### **Android Mobile App Controls**

Once logged in, some of the mobile app control are accessible at the bottom of the screen while others on the top.

To access your Profile, Logout, and Settings, click on the three bars on the top right corner.

- 1. Click your initials to open your Profile to edit or review
- 2. Click Logout to log out of the account
- **3.** Click Settings to change display theme, test equipment, or change language or font size.





- 4. Gallery Displays your scheduled hearings
- 5. Chat Communicate with those in the hearing
- 6. Updates View Court news and updates

If you are unable to install the LACourtConnect app, you can join using the browser web app on your computer. Please refer to your confirmation email.

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