

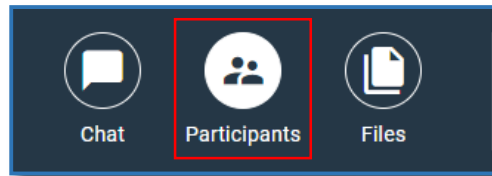


COURTCALL: Participant Sidebar Overview

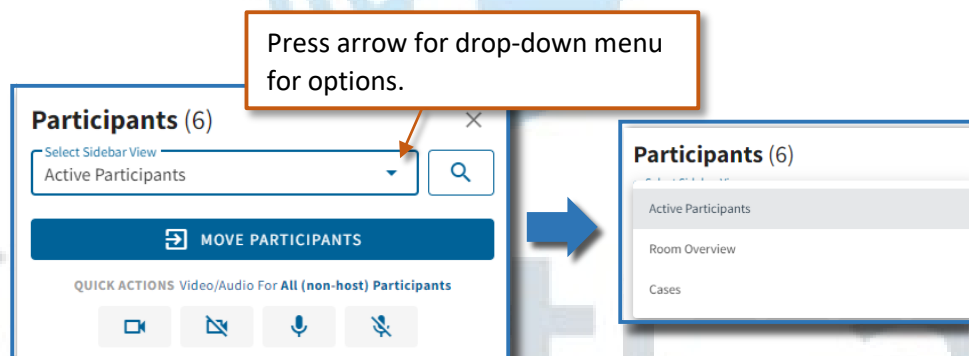
The participant's sidebar provides Hosts with different ways to view and control active participants in the meeting.

To access the sidebar and switch between views:

1. Click on the **Participants** button in the bottom control bar.



2. Press the downward arrow within the *Select Sidebar View* box to choose between three (3) different views – Active Participants, Room Overview, and Cases. Participants can be viewed and controlled from all three views.



Active Participants shows an alphabetized list of actively connected participants. Please note: This is the only view non-Hosts have access to. Additionally, non-Hosts only see their connection and that of the Host(s). Participants will only have access to edit their name in this screen. [\[See Figure 1.1 below\]](#)

Room Overview groups participants currently connected by their location within the overall meeting. A quick glance shows how many people are in the main conference, waiting room, or a specific subconference. Each specific conference can be expanded to view and further control the participants connected. [\[See Figure 1.2 below\]](#)

Cases shows any scheduled cases for the current day, as well as participants scheduled to appear on those cases (This includes those who may not yet be connected). Hosts 'Start' and 'Stop' cases from this view. [\[See Figure 1.3 below\]](#)



COURTCALL: Participant Sidebar Overview

Active Participants [Figure 1.1]

Participants (5)

Select Sidebar View
Active Participants

MOVE PARTICIPANTS

QUICK ACTIONS Video/Audio For All (non-host) Participants

☆ Amber Brewood

...

☆ Eva Masterson (Plaintiff; Ace, Inc.)

...

Case # KW900454-6402

☆ Judge Marie Jones

...

☆ Lara Brixton (Plaintiff; Ace, Inc.)

...

Case # KW900454-6402

☆ Preston DeLasco (Defendant; Watford, LLC.)

...

Case # KW900454-6402

Room Overview [Figure 1.2]

Participants (3)

Select Sidebar View
Room Overview

MOVE PARTICIPANTS

QUICK ACTIONS Video/Audio For All (non-host) Participants

Main Conference (3)

^

☆ Amber Brewood

...

☆ Judge Marie Jones

...

☆ Preston DeLasco (Defendant; Watford, LLC.)

...

Case # KW900454-6402

Waiting Room (0)

Subconference A (0)



COURTCALL: Participant Sidebar Overview

Cases [Figure 1.3]

Participants (6) ×

Select Sidebar View

Cases

Q

MOVE PARTICIPANTS

⚙️

QUICK ACTIONS

Toggle Video/Audio For All Cases

📺

🔇

🎤

🔇

START

4:30 PM

Westchester Moto vs. Calibration Services, Inc. ▾

Case # KW7600-902ab

START

4:30 PM

Ace, Inc. vs. Watford, LLC. ▴

Case # KW900454-6402

★ Eva Masterson (Plaintiff; Ace, Inc.) 🔇 🔇 ⋮

★ Lara Brixton (Plaintiff; Ace, Inc.) 🔇 🔇 ⋮

★ Preston DeLasco (Defendant; Watford, LLC.) 🔇 🔇 ⋮

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