## <u>Judge Herren's October 15, 2020 Wichita Status, Pre-trial</u> Scheduling and 105d Status Conferences

Updated October 14, 2020

Judge Herren's hearings scheduled for **October 15, 2020** will be conducted **by telephone.** When phoning in, please remain silent until you hear your case called - you may enter your appearance at that time.

To call in for the docket: 1-888-273-3658

Access Code: **6852515**#

Beginning at 9:00 am, Status Conferences
Beginning at 11:00 am, Pretrial Scheduling and Status Conferences.

## **Conference Call Etiquette:**

- 1. Call in 10 minutes prior to your hearing time. Please note that there may be a hearing already in progress as these cases are set at 10 minute increments and run back to back.
- 2. Use a land line, when possible, so that the Court can hear you more clearly and for the benefit of the ECRO recording.
- 3. When you call in, place your phone on mute. Only unmute your phone when your case is called.
- 4. Please do not put your phone on speaker when talking as it is difficult for the Court to hear you clearly.
- 5. Do not place your phone on HOLD. This often causes music to be played which everyone else on the call will hear and it interferes with the ECRO recording.
- 6. Announce your name EACH time you begin speaking.
- 7. Speak slowly and clearly.
- 8. Do not interrupt speakers.

Check our website for updates at this link: <a href="https://www.ksb.uscourts.gov">https://www.ksb.uscourts.gov</a>