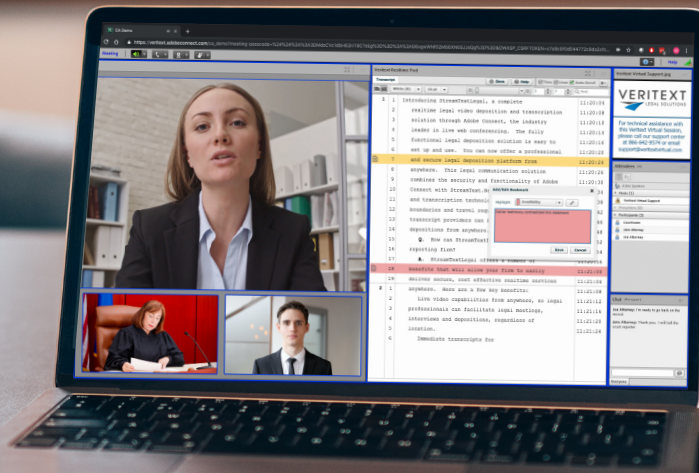


VERITEXT VIRTUAL CLASSIC | FOR WITNESS

REMOTE PROCEEDINGS GETTING STARTED GUIDE

FOR TECHNICAL
ASSISTANCE CALL

855.440.4861



NOW!

Expect A Veritext Virtual Invitation Email

Upon scheduling a Veritext Virtual remote proceeding, witnesses can expect to receive an email with instructions.

The email asks you to confirm receipt, conduct a speed test and provides information about how to join the meeting.

[SAMPLE VERITEXT VIRTUAL CLASSIC INVITATION FOR WITNESSES](#)

TODAY!

Conduct a Self Test

All Veritext Virtual users must test the equipment, internet connection and telephone that they will be using for the actual Veritext Virtual session at the location where the session will take place. This self test typically takes 3 to 5 minutes.

[TAKE THE SELF TEST](#)

If you need additional assistance or if your system fails any part of the self test please contact us immediately at **855.440.4861**.

Contact Support Staff

All Veritext Virtual users are required to contact support staff at least 24 hours prior to the deposition start time to facilitate a more detailed equipment test. Please contact us at **855.440.4861**.

30 MINUTES BEFORE SESSION

Join the Meeting

1. Join: Within your Veritext Virtual email click the button to join your meeting. Enter the provided credentials to log in.

2. Connect to the Audio: The system will prompt you. There are two options:

- 1) Enter your phone number and Veritext Virtual will call into your location or
- 2) Dial into the conference call using the number provided.

3. Connect by Alternative Method: Please contact us for the phone conference call or video teleconference call information at **855.440.4861** or remote@veritext.com.

4. Connect to the Video: Turn on your PC's webcam if you'd like to be seen on the video display.

5. Identify Yourself to the Court Reporter: Each person who is participating in or attending this session must identify themselves by name to the court reporter so that their appearance is noted on the record.

FOR MORE INFORMATION VIEW THE:
[REMOTE PROCEEDING PRACTICE GUIDE](#)