

How to Access Virtual Court

Via Smartphone or Computer

Please use the below steps to access your virtual court date via smartphone or computer. You can also click [here](#) to watch a short video tutorial.

APPEARING VIRTUALLY WITH VIDEO (SMARTPHONE OR COMPUTER)



Prior to your court date, download the Microsoft Teams Application to your smartphone or computer.

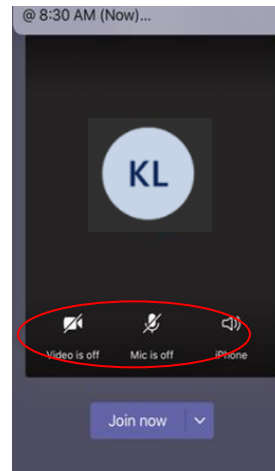
Use the table below to locate your courtroom and the corresponding **Microsoft Teams Link**.

Courtroom	Link
Clerk's Office	Click here
Parking (720-913-5300)	Call for appointment
170	https://bit.ly/dcc-170
175	https://bit.ly/dcc-175
186	https://bit.ly/dcc-186
Civil Returns	https://bit.ly/dcc-civilreturns
159 (Protection Orders)	https://bit.ly/dcc-159
117 (Small Claims)	https://bit.ly/dcc-117
100 (Traffic)	https://bit.ly/dcc-100
105 (Traffic)	https://bit.ly/dcc-105
104 (Traffic)	https://bit.ly/dcc-104
Juvenile Docket	http://bit.ly/dcc-104jv
104B (Wellness/Sobriety Court)	https://bit.ly/dcc-104s

To attend your virtual court date, **click the link or type/paste the link into your internet browser.**

Clicking the link will launch your Microsoft Teams App on your smartphone or computer and ask if you wish to **Join Now**.

Smartphone

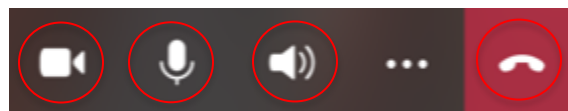


Computer



When you join, your camera and microphone will start in the **"off"** position. To turn them on, simply click on the video/microphone icons.

During the session, you can tap/mouse the center of your screen at any point to open the **toolbar**. You can use the toolbar to turn your **camera and microphone on/off, control volume, and exit.**

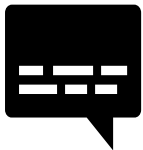


How to Access Virtual Court

Via Telephone

Please use the below steps to access your virtual court date via telephone. You can also click [here](#) to watch a short video tutorial.

APPEARING VIRTUALLY VIA TELEPHONE



Please use the table on this flyer to locate your courtroom, and the corresponding **Conference Phone Number** and **Conference ID Number**.



- Listen to the proceedings
- Speak on the record



COURTROOM PHONE NUMBERS / ID NUMBERS

Example:

Courtroom	Phone Number	Conference ID
12R	720-555-5555	123 456 789#

Courtroom	Phone Number	Conference ID
Clerk's Office	720-865-7840	N/A
Parking	720-913-5300	N/A
170 (Civil)	720-600-4350	608 643 14#
175 (Civil)	720-600-4350	802 816 979#
186 (Civil)	720-600-4350	114 870 14#
Civil Returns	720-600-4350	177 756 212#
159 (Protection Orders)	720-600-4350	920 413 766#
117 (Small Claims)	720-600-4350	778 889 172#
100 (Traffic)	720-600-4350	239 581 060#
105 (Traffic)	720-600-4350	984 237 572#
104 (Traffic)	720-600-4350	415 880 630#
Juvenile Docket	720-600-4350	825 601 730#
104B (Wellness/Sobriety Court)	720-600-4350	264 265 172#



To attend your virtual court date, call the phone number listed.



You will then be prompted to enter the Conference ID number. Enter the number on your phone.

Upon entering the conference ID number, you will join virtual court and can:

Note: if you wish to keep your phone number private, you can press *67 before dialing the courtroom phone number.