

# THE HIGH COURT OF ORISSA : CUTTACK

## BENCH COMPOSITION FOR 18/01/2022

V.C.Link	Hon'ble Judge(s)	Sitting Time
THROUGH V.C. Please refer to detail notice for more information.	THE CHIEF JUSTICE MR. JUSTICE R.K.PATTANAİK	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information .	MR. JUSTICE C.R.DASH MISS JUSTICE SAVITRI RATHO	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information.	DR. JUSTICE B.R.SARANGI	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information.	MR. JUSTICE D.DASH	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information.	MR. JUSTICE BISWANATH RATH	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information.	MR. JUSTICE S.K.SAHOO	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information.	MR. JUSTICE B.P.ROUTRAY	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information.	MR. JUSTICE S.K.PANIGRAHI	10:30 A.M.
THROUGH V.C. Please refer to detail notice for more information.	MR. JUSTICE A.K.MOHAPATRA	10:30 A.M.

Date:12/01/2022

# **THE HIGH COURT OF ORISSA, CUTTACK**

## **NOTICE**

As directed, It is hereby notified for all concerned that in view of continuing threat of spread of COVID-19, the High Court is having restricted functioning with two Division Benches and seven Single Benches from 18.01.2022 to 04.02.2022. Benches will function through virtual mode on Zoom VC Platform.

Only the exceptionally urgent cases will be taken up and mentioning of routine matters may be avoided during the said period.

Matters will be listed subject to urgency involved with permission of Hon'ble Courts. **Fresh Bail Applications U/s.438 Cr.P.C. and U/s.439 Cr.P.C. will be listed chronologically.** Learned counsel are requested not to file mention memos in respect of fresh bail applications unless any matter is chronologically skipped.

Cases adjourned to specific dates during the period from 18<sup>th</sup> January to 4<sup>th</sup> February, 2022 shall be listed from 07.02.2022 onwards.

Instructions in this notice as well as the guidelines and manual under **Annexure-I** and **Annexure-II** may be referred to for video conferencing mode on Zoom VC Platform. The Standard Operating Procedure dated 11.02.2021 uploaded in the Website of the Court shall be strictly followed.

**Bench Composition with Assignment and Cause Lists have been uploaded in the website of the Court separately.**

**This is for information of all concerned that all filing relating to taxation, arbitration and commercial disputes shall be made only through the e-Filing portal w.e.f. 01.01.2022 and there shall be no requirement of filing hard copies of such e-filed documents from the aforementioned date.**

**Detailed information, tutorials and user manuals relating to e-Filing are available in Court's website through the link/menu 'e-Services' → 'e-Filing'.**

**E-filing through the e-Filing portal at <https://efiling.ecourts.gov.in/or/> has the following benefits:-**

- **Filing from any location without coming to Court**
- **Filing at any time 24 x 7**
- **All information relating to e-filed cases available in orderly manner at finger tips**

- **Any data relating to e-filed cases can be easily compiled and accessed by advocates**
- **Orders / Judgments uploaded in e-filed cases automatically notified to Advocate**
- **Reduction of errors that usually takes place due to manual data entry**
- **Transparent and Fast**

**For all kinds of assistance in e-filing, e-payment of court fees, services provided in Court's e-Facilitation Centre may be availed. The e-Facilitation Centre is located adjacent to the visitors' check point (baggage scanner) area on the way from the Computerized Filing Counter to the Court's New Building.**

The following arrangements have been made for functioning of the Courts.

**1. Filing of cases and documents:**

Filing of cases and documents shall be done through e-filing portal as usual or through Drop Box (kept near the counters of the Copying Section) from 10.30 A.M. to 2.00 P.M. No case should be filed through more than one mode.

**A. Filing through E-filing portal:** In this mode, filing may be done through E-filing portal which can be accessed through e-filing link in the Court's Website. Video Tutorials (Both in Odia & English), User Manual and Notifications and Guidelines which are available under the e-filing link of the Court's Website for guidance may be referred to. In the event of any technical difficulty relating to filing through e-filing portal, Learned Counsel may contact the following numbers during office hours.

- |                          |              |
|--------------------------|--------------|
| 1. Mr.Ashok Mallick      | - 9437870873 |
| 2. Mr.Sujit Ranjan Sahoo | - 6371185569 |
| 3. Mr.Subharanjan Mantri | - 9778260318 |
| 4. Mr.Ashish Kumar       | - 6201227600 |

**2. Appearance from remote locations through Video Conferencing:**

The Benches will function through Video Conferencing Mode on ZOOM VC Platform. All cases shall ordinarily be taken up as per their serial number in the cause lists.

Parties in person as well as the Advocates who appear through virtual mode, shall watch the website of the Court's display board at [www.ohcdb.in](http://www.ohcdb.in) and join the hearing at least two items before their serial number as per the cause list.

### **3. Filing of Mention Memos:**

For listing of cases, mention shall be made by filing Mention Memos in the Drop Box (kept near the counters of Copying Section) between 11.00 A.M. and 12.00 Noon. Urgent matters where oral mentioning is felt necessary may be done before the Deputy Registrar(Judicial) through Video Conferencing between 11.00 A.M. and 12.00 noon in link- <https://meet.jit.si/ohcdrjudicialmention> .In case of extreme urgency, matters may be mentioned before the respective Benches through Video Conferencing.

Except the Officers and staff of the Court, there shall be restrictions for others over entry into the High Court campus. However, in a case where there is specific direction of any Bench for removal of defects, the Advocate concerned may come to the High Court for the limited purpose of removal of defects with prior intimation to the Deputy Registrar(Judicial).

Cases shall be listed during this period, with the defects pointed out by the Stamp Reporting Section.

Learned counsel whose old matters will be listed are requested to intimate their readiness and file written notes of arguments in advance.

Usual practice of grant of certified copies shall remain suspended and a print out of the Order and Judgment passed by the Hon'ble Court as available in the court's website may be utilized in lieu of a certified copy thereof, subject to it being attested by the Advocate concerned. Where no Advocate has been engaged, such copy shall be self-attested by the part-in-person.

Weekly and Supplementary cause lists will continue to be published in the Court's Website.

Functioning of the Lawazima Courts shall remain suspended.

Operation of the V.C. Cabins will resume. In addition to the two V.C. Cabins one more V.C.cabin shall be functional in Odisha State Bar Council premises to facilitate appearance of the counsel through video conferencing.

It is further notified that the proceedings in a limited number of matters in the Court of Hon'ble Chief Justice shall be live streamed for a few hours on trial basis with effect from 2<sup>nd</sup> August, 2021. The live streaming shall be accessible in the Court's official YouTube channel by clicking the link(s) provided in the website or the cause list notice.

In order to get advance notification regarding any upcoming broadcast in the Court's YouTube channel, users may subscribe to the channel and click the bell icon.

**Defect List:-** A list of cases where defect/defects are there has been prepared and published separately in the Website of Hon'ble Court under the caption " New Cases Filed/ Defect List".

Learned counsel are requested to mention before the respective assigned Bench/Benches.

For any other instruction, the Notification dtd.07.01.2022 may be referred to which is published in the website of the Court.

All concerned are requested to cooperate with the said arrangements made with a view to containing the increase of COVID-19 positive cases and Omicron cases.

**(The V.C. links and helpline numbers for various benches are provided in the following pages)**

Bench	Link for appearing through VC before Bench		Helpline Number
Hon'ble The Chief Justice and Hon'ble Shri Justice R.K.Pattanaik	For Mentioning	<a href="https://us02web.zoom.us/j/89009228883?pwd=WTgxWkl0WTBERTJid0pzSWNHQUiwdz0">https://us02web.zoom.us/j/89009228883?pwd=WTgxWkl0WTBERTJid0pzSWNHQUiwdz0</a> <u>9</u> Meeting ID: 890 0922 8883 Passcode: 1234	9778131730
	For Hearing	<a href="https://us02web.zoom.us/j/84375964476?pwd=QTFzMTVlb2E3eHEyU2xscy9RcUpodz09">https://us02web.zoom.us/j/84375964476?pwd=QTFzMTVlb2E3eHEyU2xscy9RcUpodz09</a> Meeting ID: 843 7596 4476 Passcode: 1234	

1. Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.
2. Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.
3. Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Shri Justice C.R.Dash and Hon'ble Miss Justice S.Ratho	<a href="https://us02web.zoom.us/j/87102243918?pwd=UEY2ZndiL3dHRkZiRWWhSQXFBCXc4UT09">https://us02web.zoom.us/j/87102243918?pwd=UEY2ZndiL3dHRkZiRWWhSQXFBCXc4UT09</a>  Meeting ID: 871 0224 3918  Passcode: 1234	8328825803

\*\*The Cases which are passed over by the Division Bench of **Hon'ble Shri Justice C.R.Dash and Hon'ble Miss Justice S.Ratho** may be taken up as and when directed by the Bench.

1. Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.
2. Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.

3. **Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Dr. Justice B.R.Sarangi	<a href="https://us02web.zoom.us/j/87549284283?pwd=WmRqR2xGUmxvdWNEY1V2SWICUlh4dz09">https://us02web.zoom.us/j/87549284283?pwd=WmRqR2xGUmxvdWNEY1V2SWICUlh4dz09</a>  Meeting ID: 875 4928 4283  Passcode: 1234	9861272728

\*The Cases which are passed over by the Single Bench of Hon'ble Dr. Justice B. R. Sarangi may be taken up as and when directed by the Bench.

1. **Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.**
2. **Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.**
3. **Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Shri Justice D.Dash	<a href="https://us02web.zoom.us/j/82344253174?pwd=MGpuVlFsb2NBVFNyK3RUblQ0VjFUQT09">https://us02web.zoom.us/j/82344253174?pwd=MGpuVlFsb2NBVFNyK3RUblQ0VjFUQT09</a>  Meeting ID: 823 4425 3174  Passcode: 1234	8249173728

**\*\*The Cases which are passed over by the Single Bench of Hon'ble Shri Justice D.Dash may be taken up as and when directed by the Bench.**

- 1. Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.**
- 2. Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.**
- 3. Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Shri Justice B.Rath	<a href="https://us02web.zoom.us/j/82547171870?pwd=b3c0SWs4RUlCQVc2QlMwcGVGVUEg5Zz09">https://us02web.zoom.us/j/82547171870?pwd=b3c0SWs4RUlCQVc2QlMwcGVGVUEg5Zz09</a>  Meeting ID: 825 4717 1870  Passcode: 1234	7978493475



\*\*The Cases for Fresh Admission which are passed over by the Single Bench of

Hon'ble Shri Justice B.Rath shall be taken up after the completion of Fresh Admission matters.

- 1. Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.**
- 2. Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.**
- 3. Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Shri Justice S.K.Sahoo	<a href="https://us02web.zoom.us/j/87595326237?pwd=dnZSaGhicW4vQ2NaeW9GZ09LR3FpQT09">https://us02web.zoom.us/j/87595326237?pwd=dnZSaGhicW4vQ2NaeW9GZ09LR3FpQT09</a>  Meeting ID: 875 9532 6237  Passcode: 1234	8917457762

\*\*The Cases which are passed over by the Single Bench of Hon'ble Shri Justice S.K.Sahoo may be taken up as and when directed by the Bench.

- 1. Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.**

2. **Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.**
  
3. **Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Shri Justice B.P.Routray	<a href="https://us02web.zoom.us/j/83285476970?pwd=YlZSN2pEMFIVMUFGVkvVSyTV0aWVqUT09">https://us02web.zoom.us/j/83285476970?pwd=YlZSN2pEMFIVMUFGVkvVSyTV0aWVqUT09</a> Meeting ID: 832 8547 6970 Passcode: 1234	9439572742

\*\*The Cases which are passed over by the Single Bench of Hon'ble Shri Justice B.P.Routray may be taken up as and when directed by the Bench.

1. **Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.**
  
2. **Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.**
  
3. **Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Shri Justice S.K.Panigrahi	<a href="https://us02web.zoom.us/j/88551066716?pwd=K1U2MklpT1FJQndiZVJYdnBtUFVvdz09">https://us02web.zoom.us/j/88551066716?pwd=K1U2MklpT1FJQndiZVJYdnBtUFVvdz09</a>  Meeting ID: 885 5106 6716  Passcode: 1234	9439368933

\*\*The Cases which are passed over by the Single Bench of Hon'ble Shri Justice S.K.Panigrahi may be taken up as and when directed by the Bench.

- 1. Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.**
- 2. Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.**
- 3. Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

Bench	Link for appearing through VC before Bench	Helpline Number
Hon'ble Shri Justice A.K.Mohapatra	<a href="https://us02web.zoom.us/j/88989715176?pwd=NVNnYVBOUGNvWndyckxHQXlwcZjZ09">https://us02web.zoom.us/j/88989715176?pwd=NVNnYVBOUGNvWndyckxHQXlwcZjZ09</a>  Meeting ID: 889 8971 5176  Passcode: 1234	9971554878

**\*\*The Cases which are passed over by the Single Bench of Hon'ble Shri Justice A.K.Mohapatra may be taken up as and when directed by the Bench.**

- 1. Learned Counsel / Party-in-person are requested to join the Video Conferencing for their respective items / cases by entering their name / identity and item number in correct manner.**
- 2. Learned Counsel / Party-in-person are requested to not switch OFF their camera as long as they are connected in the Video Conferencing session.**
- 3. Connectivity of Learned Counsel / Party-in-person to VC session may be subject to compliance of (1), (2) and (3) above. If any participant in the Video Conferencing session is found to have joined without having entered his/her name / identity and item number in correct manner or if any participant is found to be keeping the camera turned OFF during the Video Conferencing then such participant(s) may be disconnected from the VC session or dealt with in the manner directed by the Hon'ble Bench.**

**Learned Counsel/Parties in person are requested to follow the below mentioned instructions carefully while joining V.C. through the respective link. In case of any difficulty, the helpline numbers assigned to a particular Bench may please be contacted.**

1. Learned Counsel/ Party-in-Person shall join the V.C. one item prior to his/her matter in order to prevent undue load in the V.C. session which may lead to disconnection and disruption in Court proceeding e.g. Learned Counsel whose case is listed at item no.11 shall join the V.C. only when item no.10 is taken up by the Court and not before that.
2. Learned Counsel/Party-in-person shall keep their microphone muted except while interacting with the Bench.
3. Learned Counsel/Party-in-person whose cases are listed as item nos.1 & 2 shall join the V.C. sufficiently prior to start of Court time.

4. Learned Counsel/Parties are requested to regularly watch the Display Board website of the Hon'ble Court which is available at [www.ohcdb.in](http://www.ohcdb.in) to ascertain which Item Number is being taken up by the Bench. It is advised to keep the browser refreshed frequently while viewing this website to avoid lag in reflection of updated data in said website.
5. Any testing shall be concluded sufficiently prior to start of Court. Once the Court is in Session, no attempts should be made by anyone to join the V.C. except in the manner stated above.
6. Learned Counsel are requested to write their respective item numbers, wherever applicable, while joining the V.C. Session through Zoom Meetings.

In view of the ongoing crisis caused due to the pandemic, all concerned are requested to cooperate with the above arrangements.

**THE HIGH COURT OF ORISSA,**

**CUTTACK**

**THE 12TH JANUARY, 2022**

**BY ORDER,**

**Sd/S.P.Ray Choudhury**

**12/01/2022**

**DEPUTY REGISTRAR (JUDL.)**

## **Annexure-I**

### **(Guidelines for appearing through Video Conferencing from Remote Locations)**

If the learned Counsel intend to appear through Video Conferencing from their respective Homes/Offices/Any other Remote Location, they may please follow the procedure laid down below :-

1. Learned Counsel and Litigants may appear through Video Conferencing before a Bench by following the Zoom VC Manual at **Annexure-II**.
2. Learned Advocates / Parties-in-person may install “Zoom Meetings” in their devices for better experience.

Application in their Mobile Phones from Android Play Store or Apple Store.

3. The VC link for every Bench is mentioned in the CauseList Notice. While accessing this notice/document in soft format in website of Hon’ble Court, the concerned Advocates may please click such link for appearing before their concerned Bench. Please ensure that the link is not shared with anyone unconnected with the case. The Bench may direct for removal of any participant during Virtual Hearing for any reason deemed fit and proper.

In case of any difficulty, the helpline numbers assigned to a particular Bench may please be contacted.

4. The concerned Bench may direct as to which and how many number of participants may be joined in VC session at a time keeping in view the functionality of VC software and various related factors.
5. Sometimes to avoid disturbance or overlapping of sound or upon direction of the Bench, the operator may restrict the unmuting facility. In such a case, Kindly wait till your item number is called. Please do not unmute the microphone until your item number reaches. Microphone should again be muted once the interaction with the Bench is over.
6. During video conferencing, the Advocates/ parties-in-person are requested to keep the screen rotation of their mobile on and to hold the mobile phone in landscape position.
7. If for any reason, Video conferencing cannot be held through Zoom Application, the case may be heard in any other method as the Bench directs.
8. Robust bandwidth/network connectivity has to be ensured by the Advocate/Party in such device through which it is intended to join the Video Conferencing. It shall also be the responsibility of the Advocate/Party to arrange camera, microphone etc which are required for joining Video Conferencing.

9. It is highly important that if VC is being joined through a mobile phone then its network signal should be steady and no call should be made to / from such phone during VC session or else the connection shall get disrupted.
10. In case for any reason connection gets disconnected before the hearing of the matter is over, Advocates/Parties shall again follow the same method as stated above to rejoin the Video Conferencing.
11. All applicable decorum as maintained in a Courtroom shall be maintained by Advocates/Parties appearing through Video Conferencing and they should be properly dressed.
12. Only one person may speak at a time or else there will be overlapping of voices and echo shall be caused thereby disturbing the proceeding. The participant of the VC who is not interacting with the Bench should mute the microphone to avoid disturbance/overlapping of sounds.
13. Silence should be maintained in the surrounding area so that there is no noise interference while the Hon'ble Bench and the Counsel are interacting through VC. **Surrounding noise or other kind of disturbance such as highspeed fan should be avoided as far as possible to ensure clear transmission of voice.**
14. If any participant of the VC shall perform any act which is either not related to the hearing or is done without the permission of the Bench then he/she may get disconnected from VC and action as directed by the Bench may be taken in the matter.
15. Recording and / or publishing or sharing of the VC proceeding is strictly prohibited.

**N.B: Please refer to the Zoom User Manual in the next page (Annexure II).**

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# **ANNEXURE- II**

## **ZOOM USER MANUAL**

There are two options for connecting to Video Conferencing through Zoom:-

- By clicking Zoom VC Link (through Desktop/ Laptop or Mobile Phone**
- By entering ZOOM Meeting ID and PASSCODE (through Desktop/ Laptop or MobilePhone)**

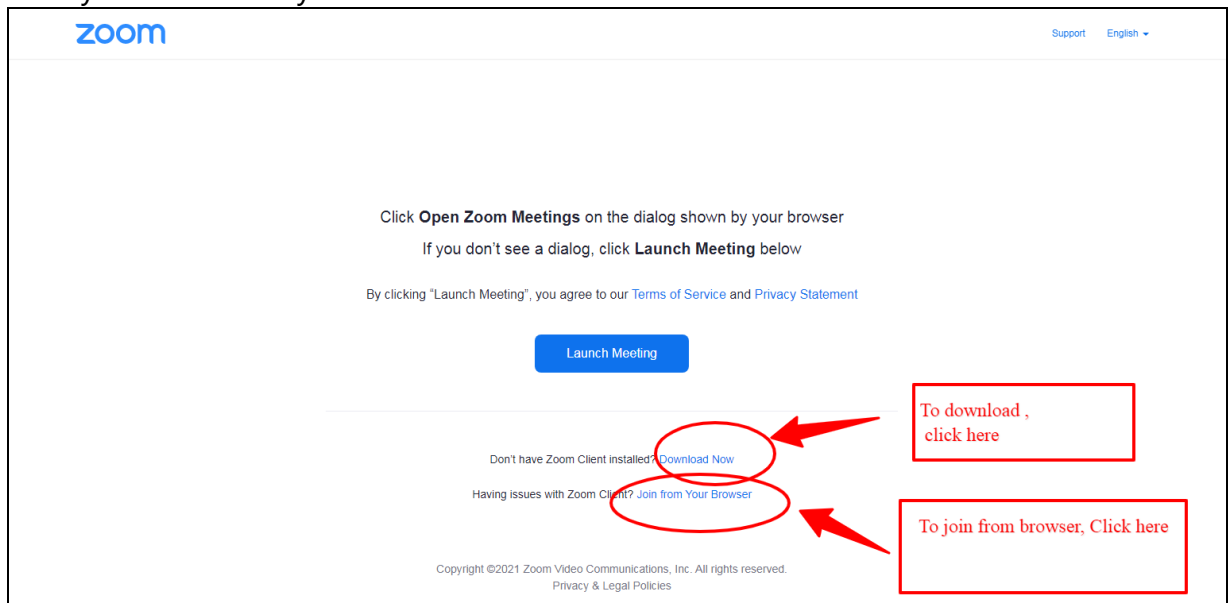
### **CONNECTING BY USING ZOOM VC LINK WHEN JOINING THROUGH LAPTOP/DESKTOP**

1. Click on given Zoom Link published in the Cause List Notice for particular Bench.

For example: -

<https://us02web.zoom.us/j/84202003923>

The system will take you to the screen below:-



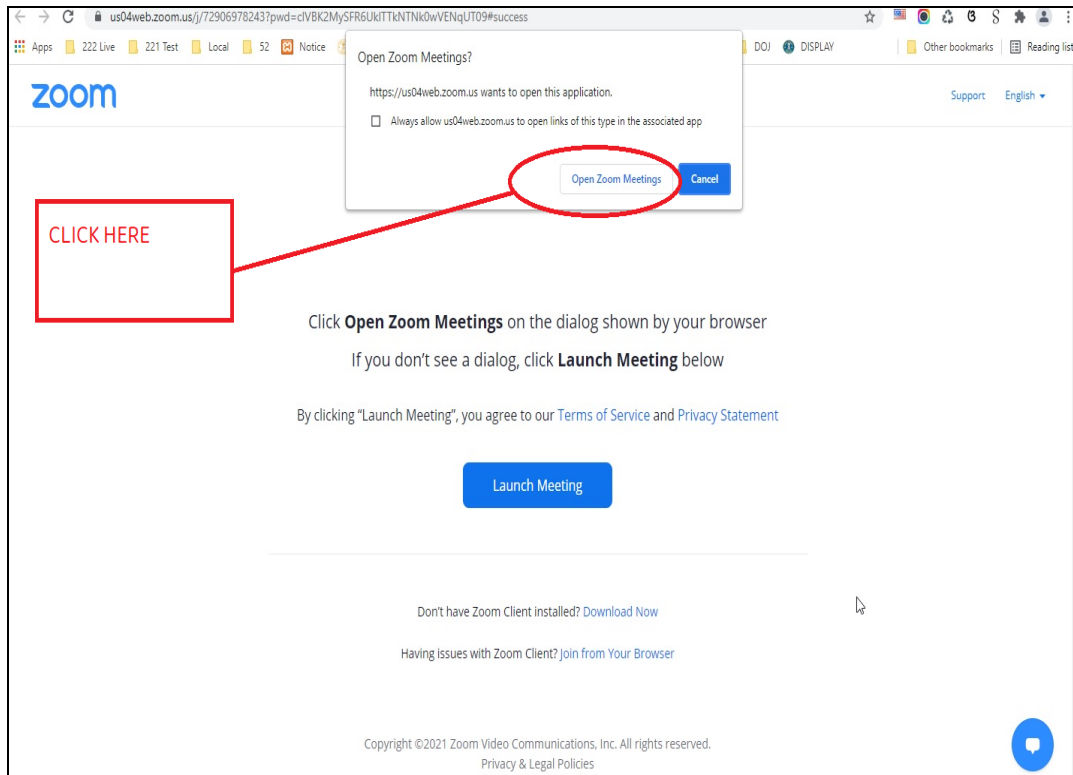
One can proceed to select download now option. After download is complete, please click on the downloaded file. Proceed to install. Wait till installation is complete.

OR

Select the option "Join from Your Browser".



2. Click on "Open Zoom Meetings".



The screenshot shows a browser window with a Zoom meeting page. A dialog box titled "Open Zoom Meetings?" is displayed, asking for permission to open the application. The dialog contains the text "https://us04web.zoom.us wants to open this application." and a checkbox "Always allow us04web.zoom.us to open links of this type in the associated app". Two buttons are visible: "Open Zoom Meetings" and "Cancel". A red box on the left side of the page contains the text "CLICK HERE" with a red arrow pointing to the "Open Zoom Meetings" button in the dialog.

zoom

Support English

Click **Open Zoom Meetings** on the dialog shown by your browser  
If you don't see a dialog, click **Launch Meeting** below

By clicking "Launch Meeting", you agree to our [Terms of Service](#) and [Privacy Statement](#)

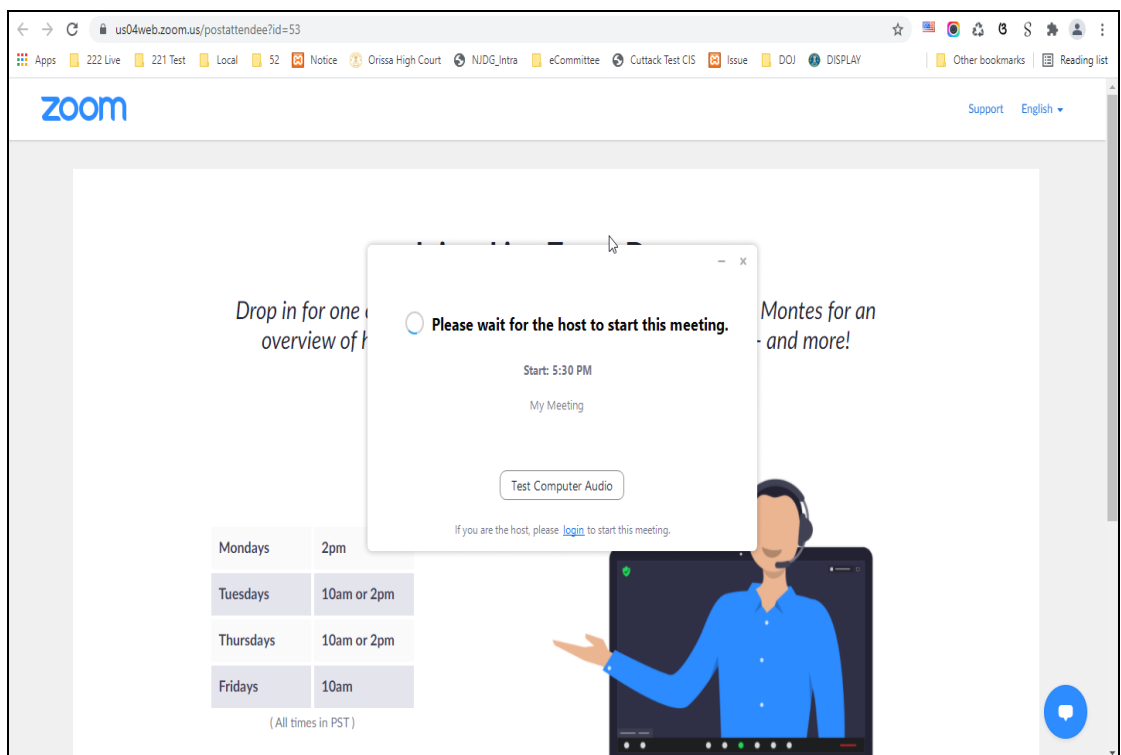
Launch Meeting

Don't have Zoom Client installed? [Download Now](#)

Having issues with Zoom Client? [Join from Your Browser](#)

Copyright ©2021 Zoom Video Communications, Inc. All rights reserved.  
Privacy & Legal Policies

3. a) If the Video Conferencing has not started, then please wait until the host starts the VC.



The screenshot shows a Zoom meeting page with a dialog box in the center. The dialog box contains the text "Please wait for the host to start this meeting." and "Start: 5:30 PM My Meeting". Below the dialog box is a "Test Computer Audio" button and the text "If you are the host, please login, to start this meeting." The page also features a schedule table and a video thumbnail of a host.

zoom

Support English

Drop in for one overview of Montes for an and more!

Please wait for the host to start this meeting.

Start: 5:30 PM  
My Meeting

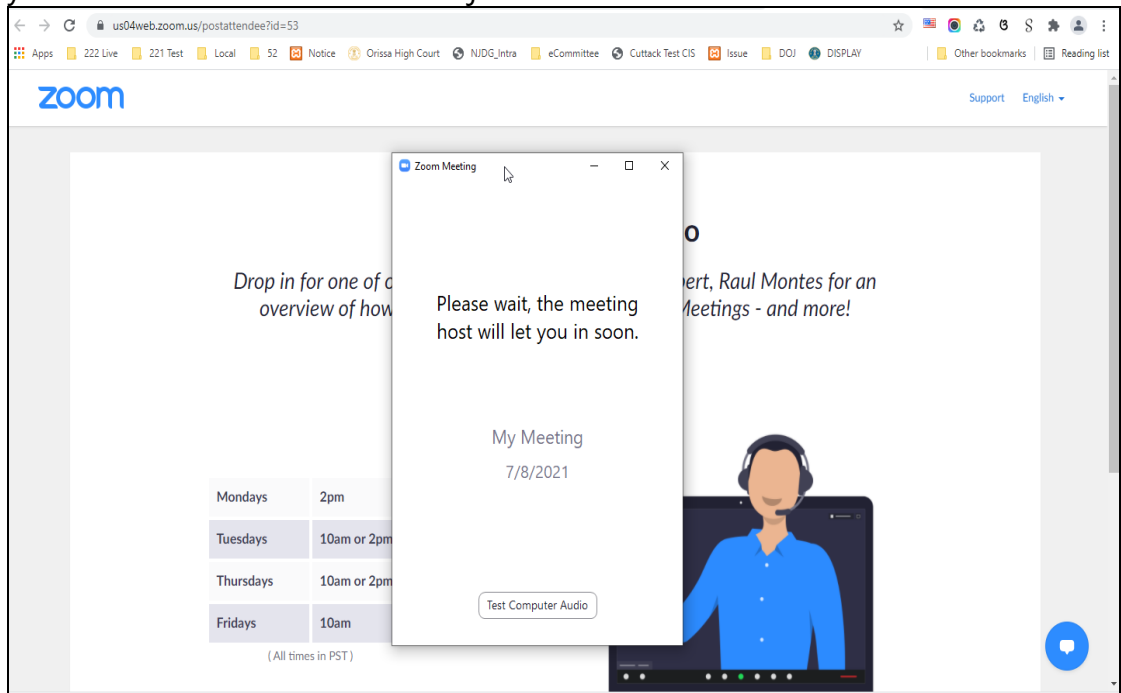
Test Computer Audio

If you are the host, please login, to start this meeting.

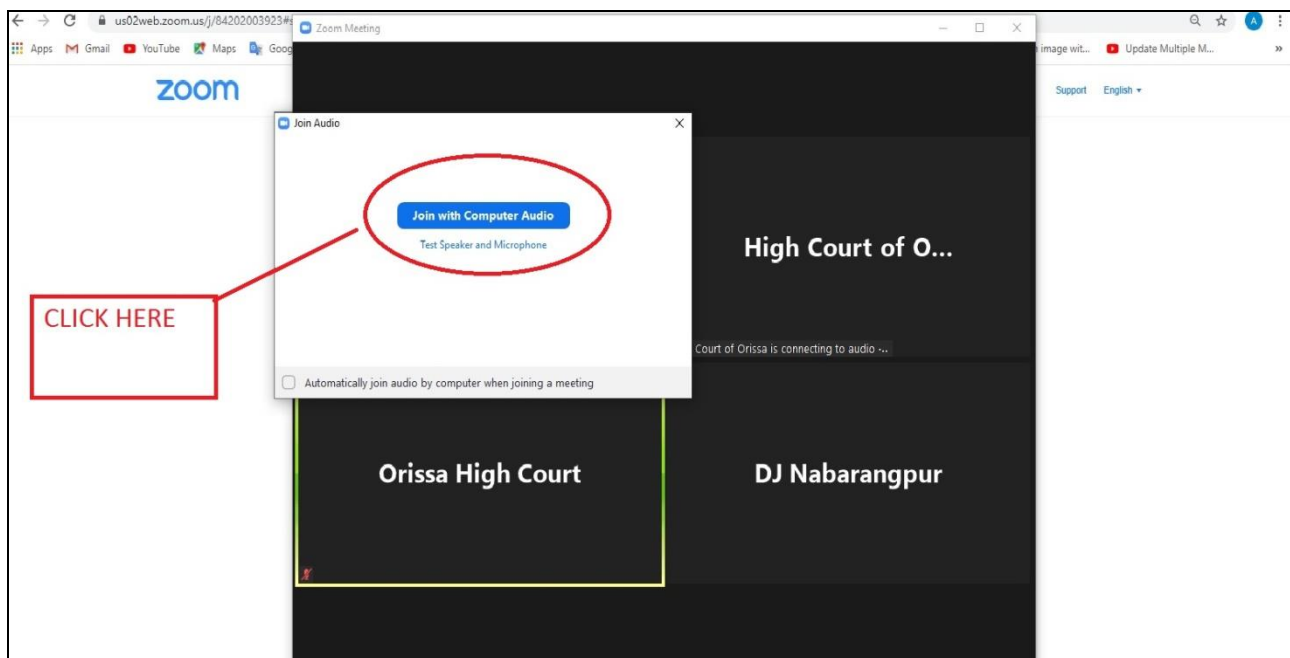
Mondays	2pm
Tuesdays	10am or 2pm
Thursdays	10am or 2pm
Fridays	10am

(All times in PST)

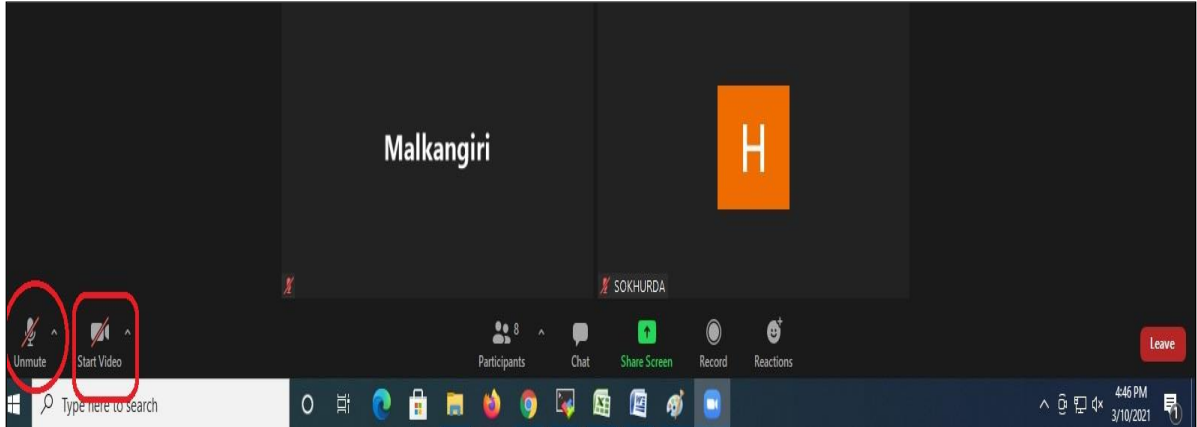
b) If virtual waiting Room has been enabled for a particular Bench, then the following message will be shown. In such a case, please wait for the host to let you in. This shall however be subject to the direction of the concerned Bench.



4. Select the option "Join with Computer Audio" to remain audible. The system may ask for permission to allow using the device camera and microphone. The same may be allowed.



5. Tap or click “Unmute” and “Start video”. Please ensure that there is no red diagonal line across the video and microphone icons.



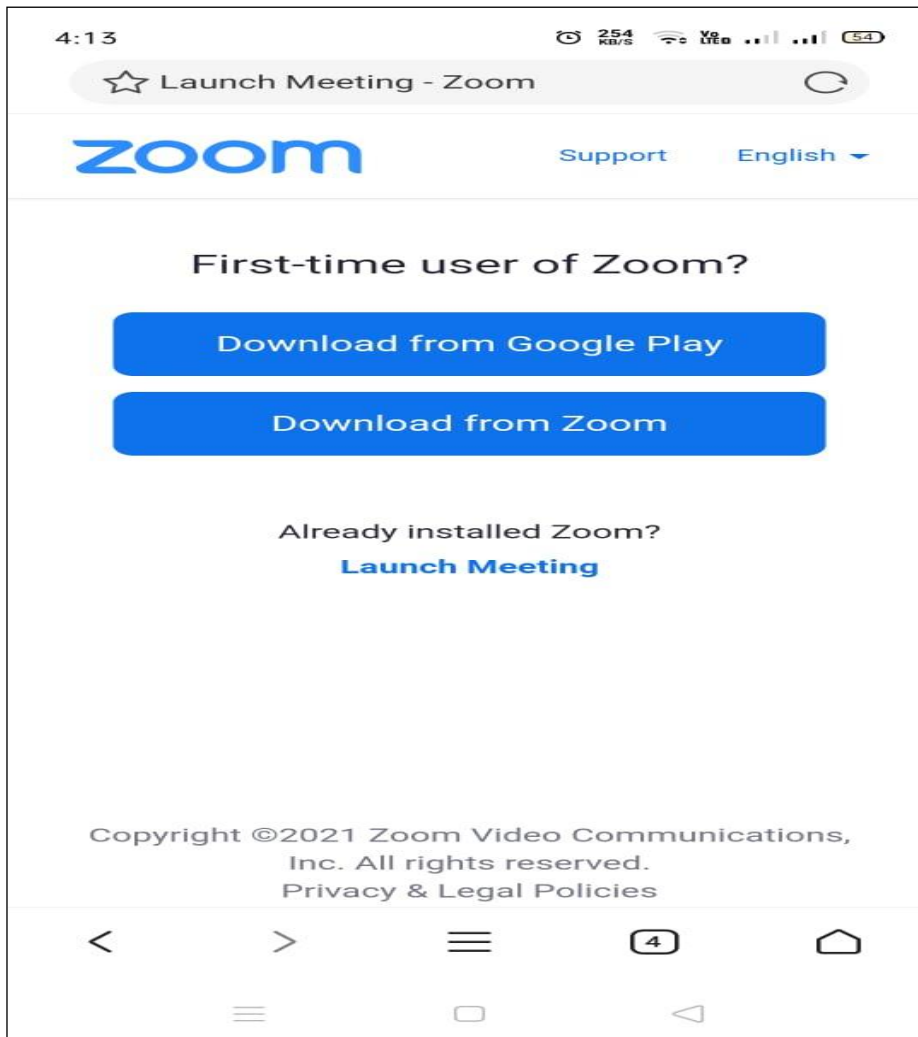
- You can select the camera or audio source you would like to use if you have available options.
- If you have only one camera or audio source, it will be selected by default.

## **CONNECTING TO ZOOM USING ZOOM LINK THROUGH MOBILE PHONE**

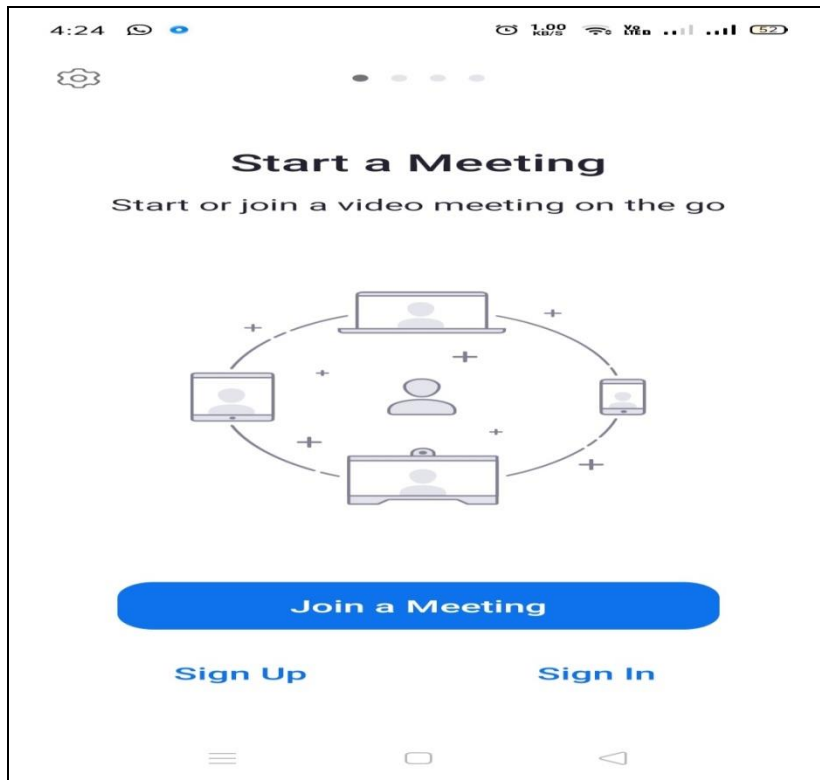
1. Click on given Zoom Link. For example:-

<https://us02web.zoom.us/j/84202003923>

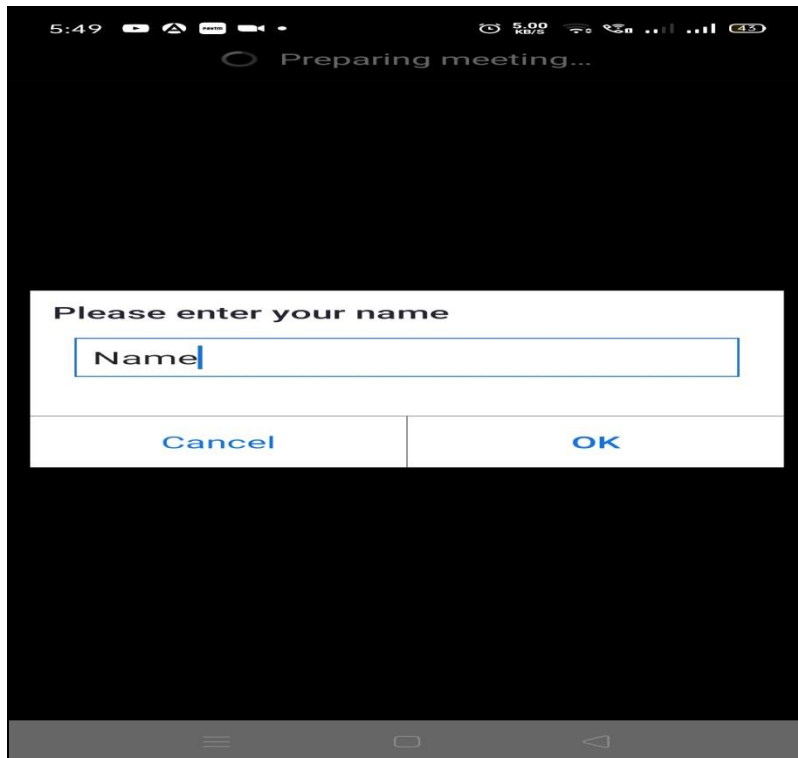
The system will take you to the following screen:-

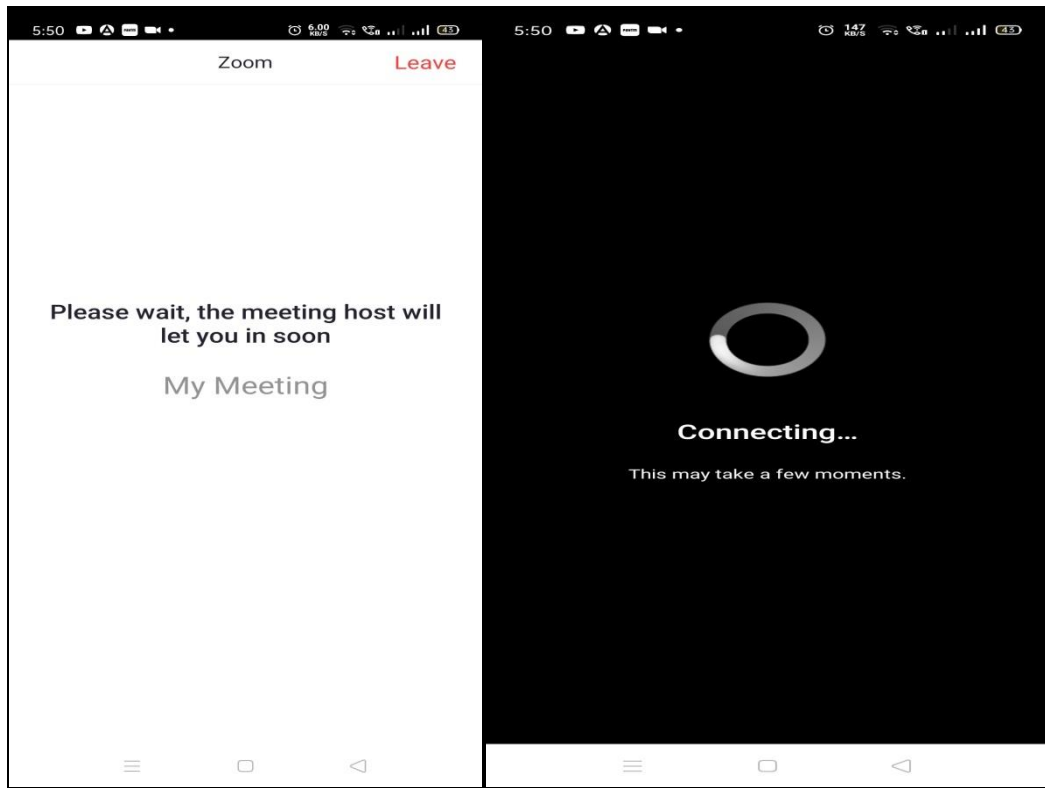


One can proceed to select download option depending on the Mobile Phone in use. Wait till installation is complete

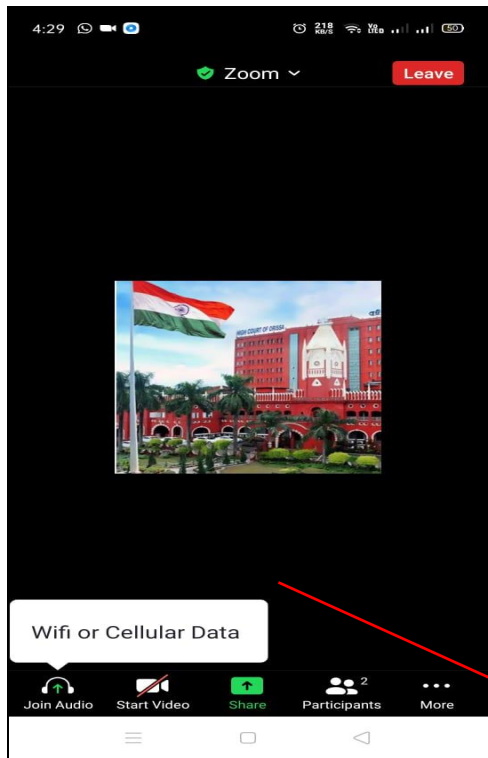


**Enter your Name or any other details**





2. Select **“Join with Computer Audio”** or **“Join with Wifi or Cellular data”** to remain audible.



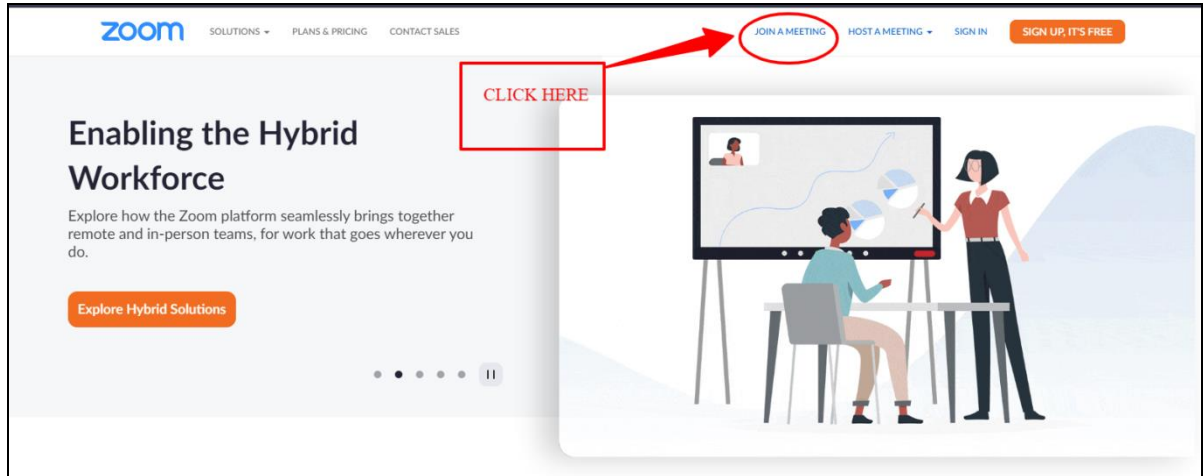
**CLICK THIS TO  
REMAIN AUDIBLE IN  
VC**

3. You have connected successfully to the zoom meeting.

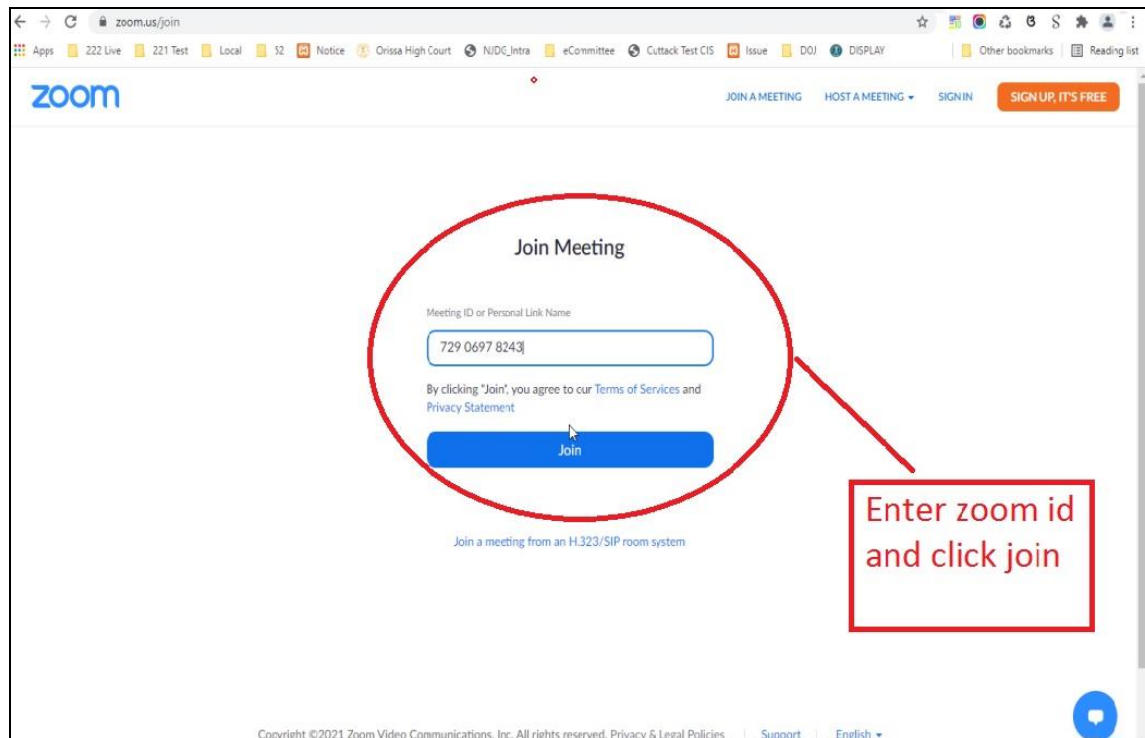


## CONNECTING TO ZOOM USING ZOOM ID AND PASSCODE(Joining through Laptop/Desktop)

1. Click on Zoom from google and then Click on "Join a Meeting":-

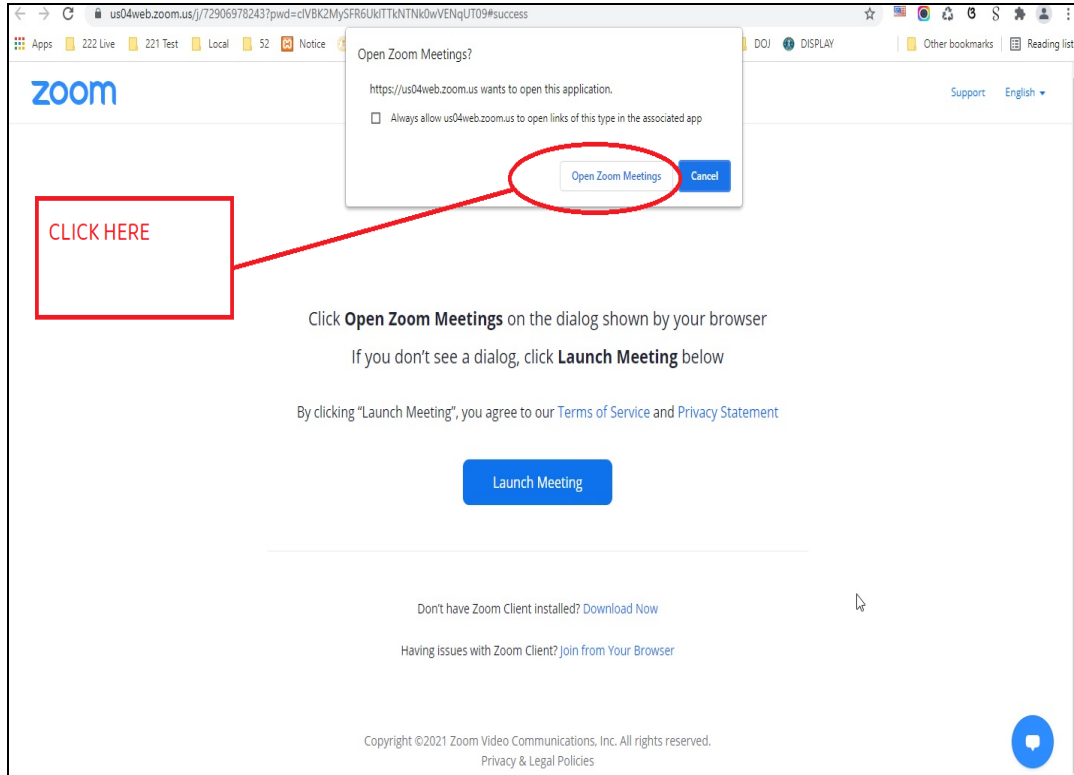


2. Enter Your meeting ID and click on join.





3. Click on "open zoom meetings".



The screenshot shows a browser window with the Zoom website. A dialog box titled "Open Zoom Meetings?" is displayed, asking for permission to open the application. The dialog contains the URL "https://us04web.zoom.us wants to open this application." and a checkbox for "Always allow us04web.zoom.us to open links of this type in the associated app". The "Open Zoom Meetings" button is circled in red, and a red box labeled "CLICK HERE" points to it. Below the dialog, the main page content is partially visible, including the Zoom logo, a "Launch Meeting" button, and links for downloading the Zoom client.

zoom

Support English

Open Zoom Meetings?

https://us04web.zoom.us wants to open this application.

Always allow us04web.zoom.us to open links of this type in the associated app

Open Zoom Meetings Cancel

CLICK HERE

Click **Open Zoom Meetings** on the dialog shown by your browser

If you don't see a dialog, click **Launch Meeting** below

By clicking "Launch Meeting", you agree to our [Terms of Service](#) and [Privacy Statement](#)

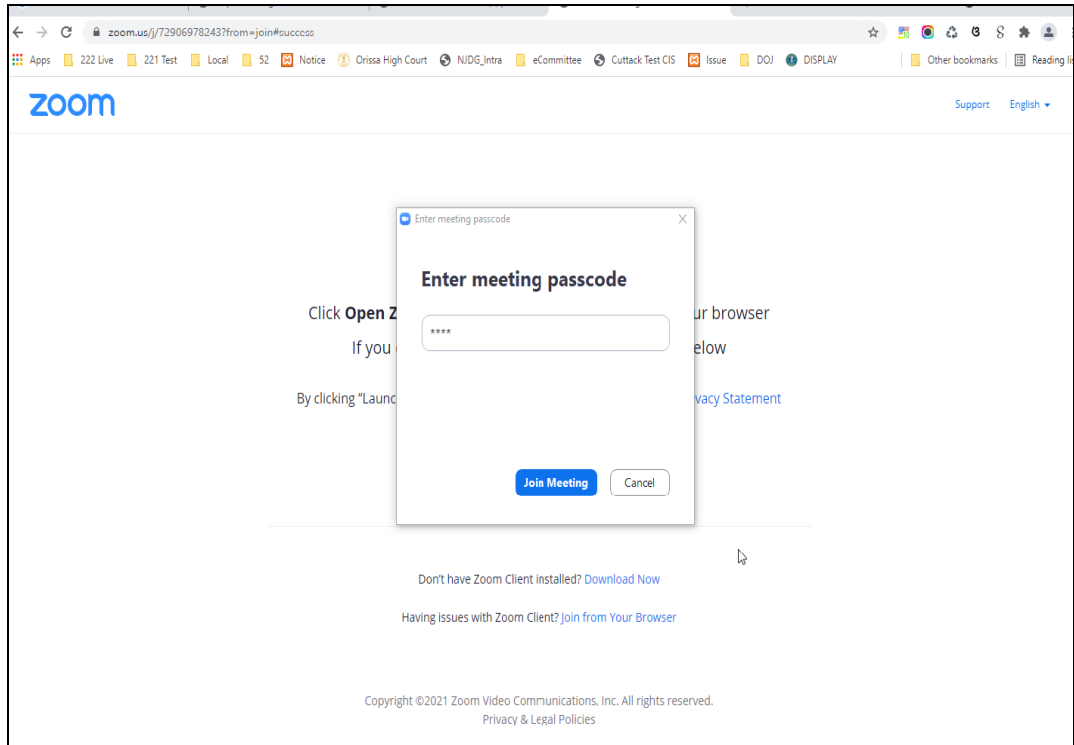
Launch Meeting

Don't have Zoom Client installed? [Download Now](#)

Having issues with Zoom Client? [Join from Your Browser](#)

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Privacy & Legal Policies

4. Enter meeting Passcode.



The screenshot shows the Zoom website with an "Enter meeting passcode" dialog box. The dialog has a title bar, a close button, and a text input field containing four asterisks. Below the input field are "Join Meeting" and "Cancel" buttons. The background page content is partially obscured by the dialog.

zoom

Support English

Enter meeting passcode

Enter meeting passcode

Join Meeting Cancel

Click **Open Z**

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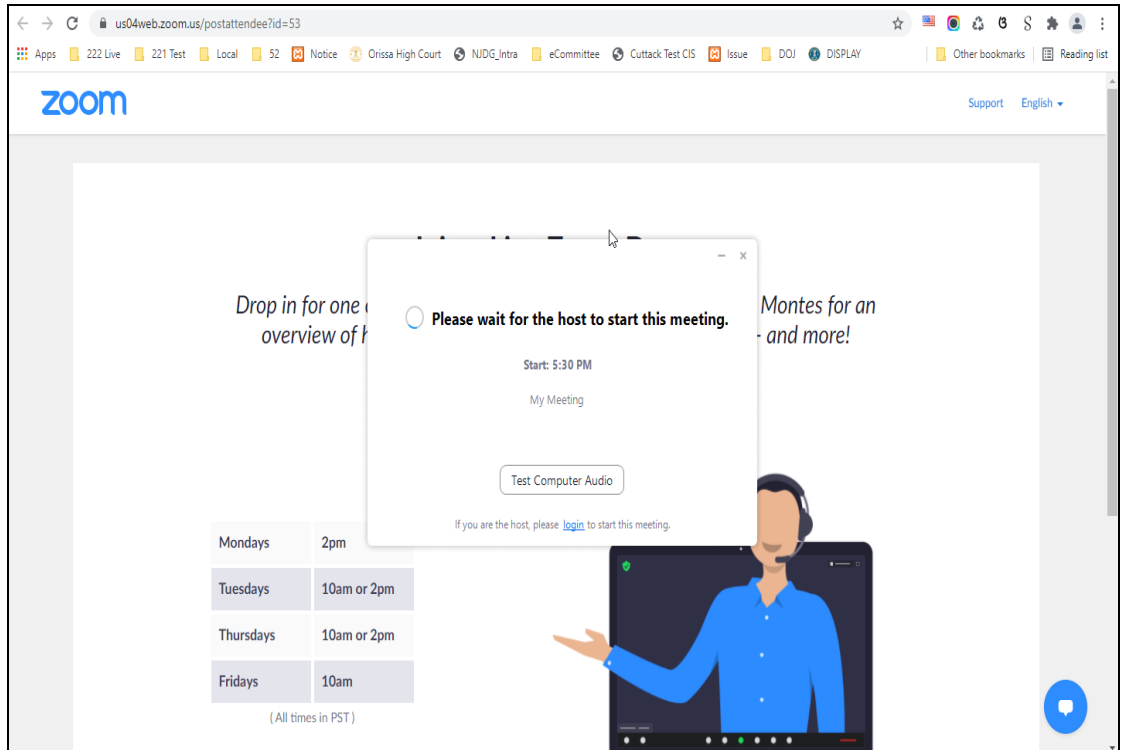
Privacy Statement

Don't have Zoom Client installed? [Download Now](#)

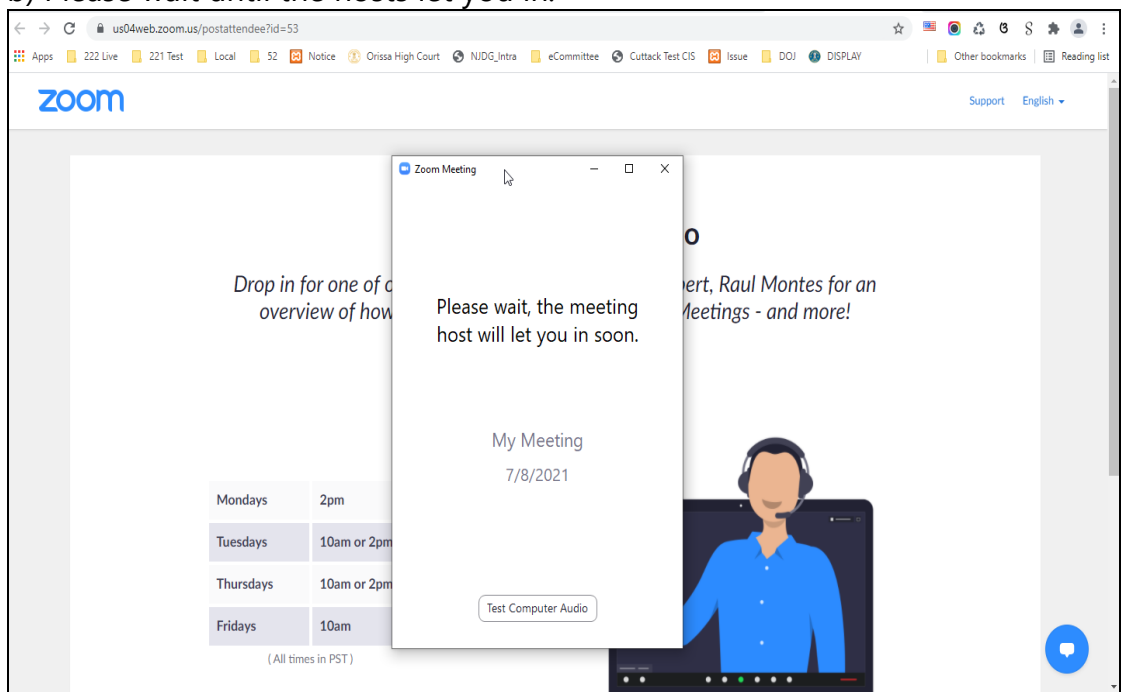
Having issues with Zoom Client? [Join from Your Browser](#)

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Privacy & Legal Policies

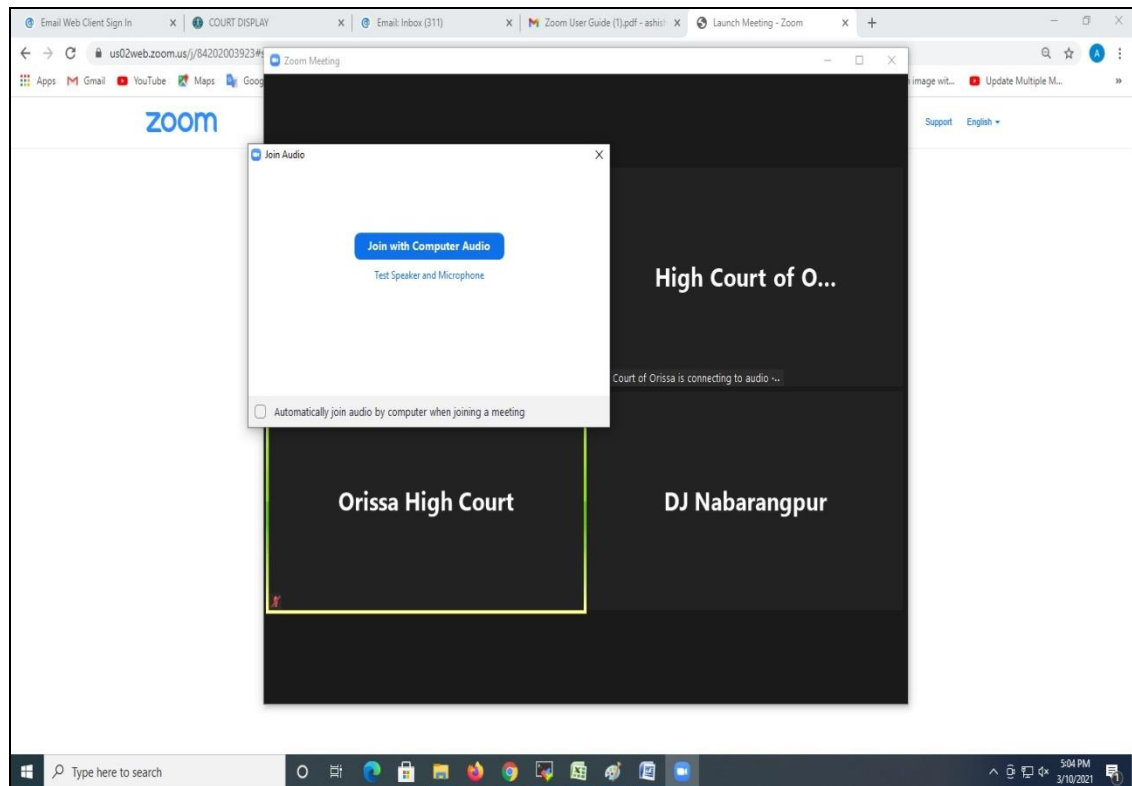
5. a) Please wait until the host starts the meeting.



b) Please wait until the hosts let you in.

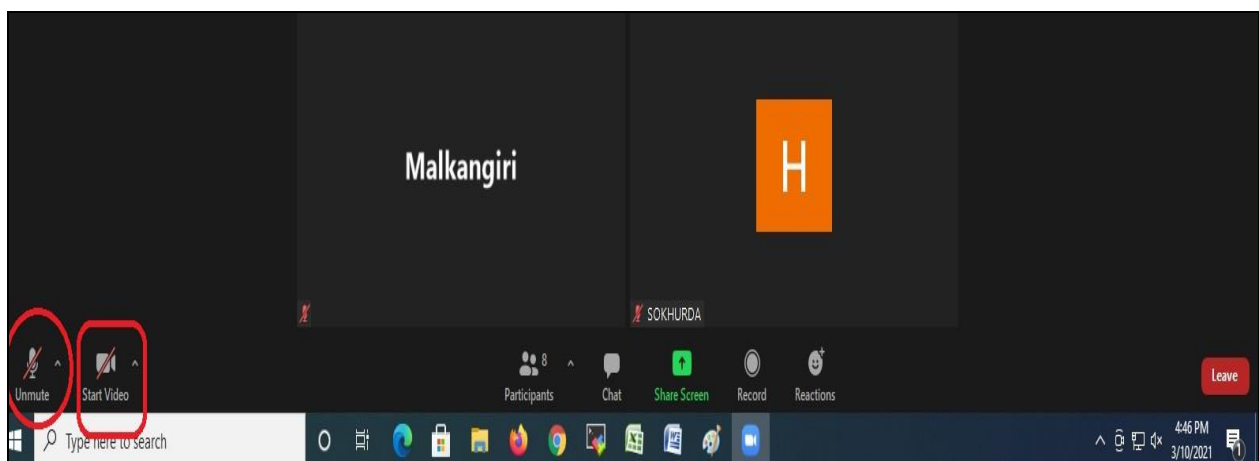


6. After admitted by Host select **“Join with Computer Audio”**.



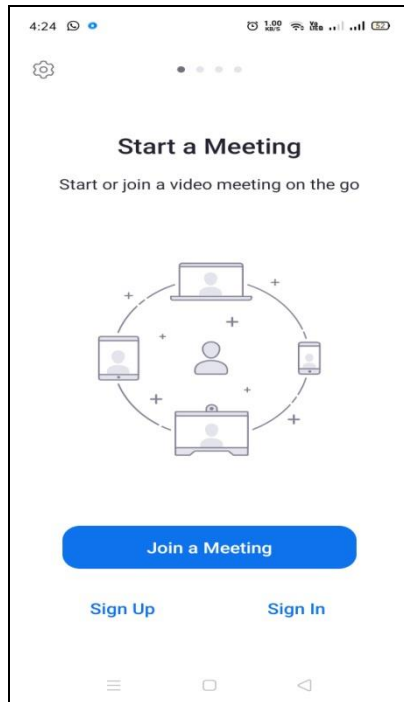
7. Tap or click **“Unmute”** and **“Start video”**; ensure that there is no red diagonal line across the video and microphone icons.

- You can select the camera or audio source you would like to use if you have available options.
- If you have only one camera or audio source, it will be selected default(above).

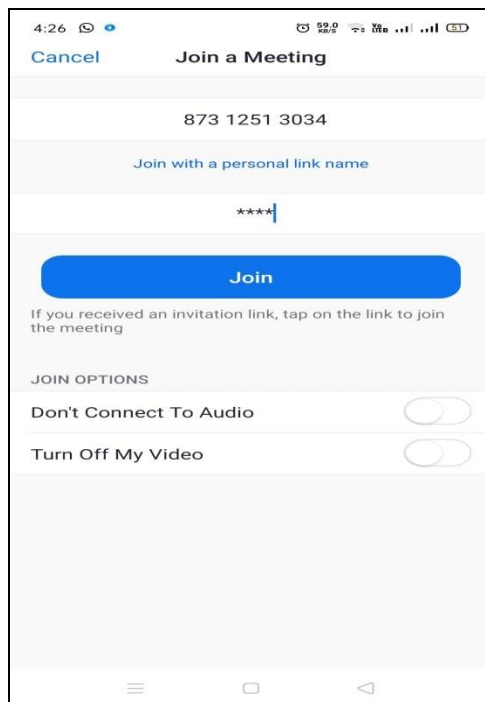


## JOIN USING ZOOM ID AND PASSCODE THROUGH MOBILE PHONE

1. Open Zoom App installed in your Mobile phone.
2. Click on **"Join a Meeting"**.

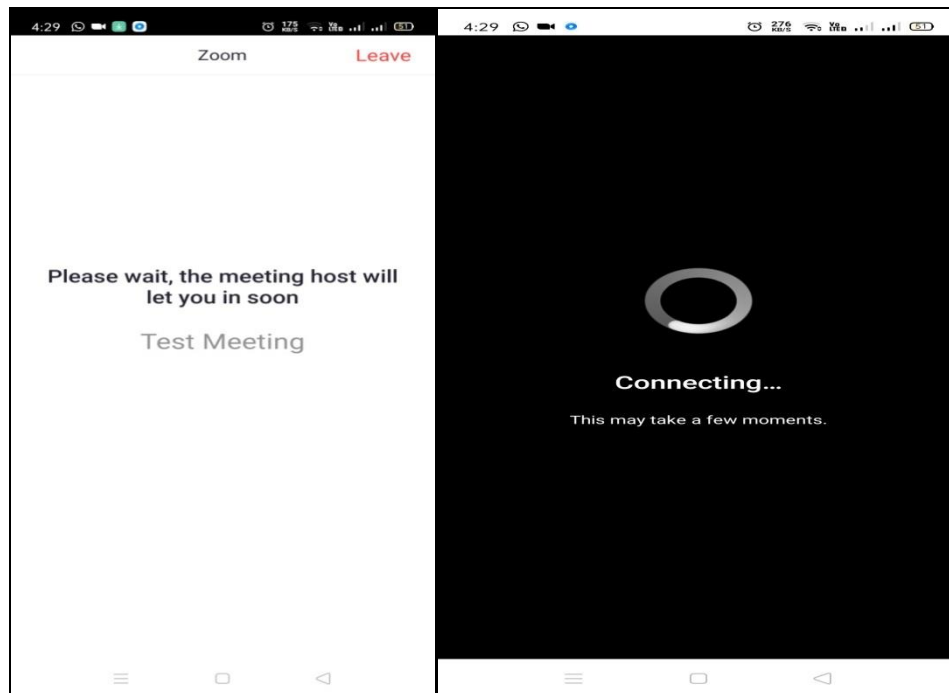
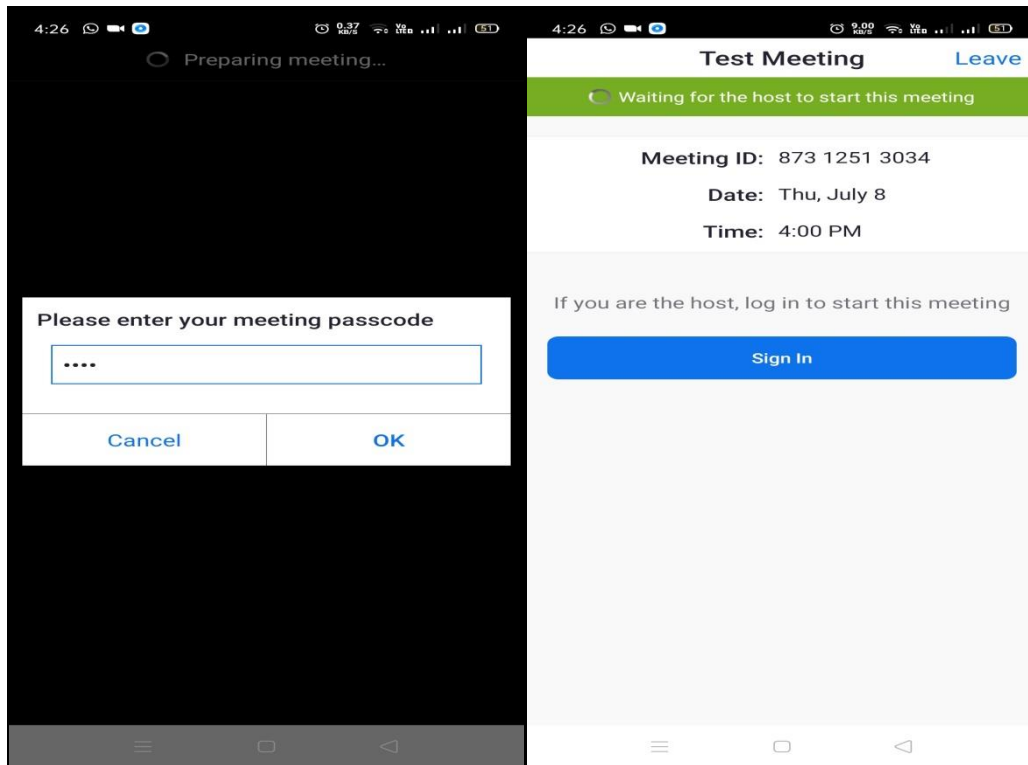


3. Enter Zoom ID as shown in image below:-

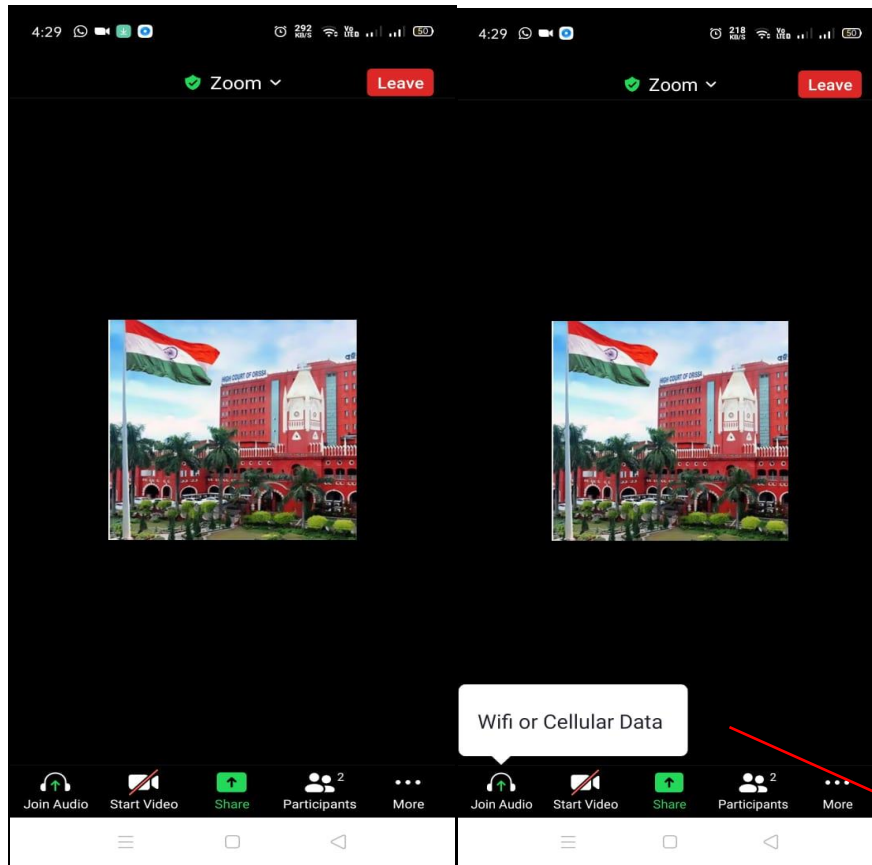


Always join with microphone muted and video off. The Camera may be turned on after joining and microphone may be unmuted when necessary.

4. Please enter Your Meeting passcode and wait until the host starts the meeting.



5. After admitted by Host, select the option **“Join with Computer Audio”** or **“Join with Wifi or Cellular data”**.



**CLICK THIS TO  
REMAIN AUDIBLE  
IN VC**

6. You have connected successfully to the zoom meeting.

