

General WebEx Information

This Court is now using Cisco's WebEx platform as a means to host its dockets. Each person will need to log into Division 25's "Personal Room" on WebEx to join the docket. Parties will be able to access the Personal room by computer or cell phone app. It is very helpful to have a strong Internet or Wi-Fi connection to improve your access to the Personal room. All individuals are instructed to access the Personal room at least 5-10 minutes before the scheduled hearing as the Court will start calling cases promptly at the scheduled hearing time. Instructions on how to access the Personal room are below. The Court will be hearing multiple cases, so please expect to wait until your case is called. Please mute your microphone while waiting for your case to be called.

It is also possible to connect to the Division's Personal room by calling in. However, it is a long distance phone call, and fees do apply. As a result, the Court prefers not to use this option. If after reading these instructions you would prefer to participate in your hearing via telephone call, please contact Division 25 at 816-881-3679 or div25.cir16@courts.mo.gov.

Connecting to Division 25's Personal Room via WebEx

There two different ways to access Division 25's Personal Room via WebEx: (A) mobile app or (B) computer. Please review each method before determining which works best for you.

(A) Mobile App

1. Download the free "Cisco WebEx Meetings" app from your app store and open the app.
2. Click on green button that says "Join Meeting".
3. Enter:
https://mocourts.webex.com/meet/div25c_hambers in the "Meeting Number or URL" space. Fill in the next spaces with your Personal information. Please use your full name so the Court can identify you. Click enter.
4. Allow the app to have access to your microphone and camera when prompted.
5. The next page will take you to Division 25's "Personal Room." Mute your microphone by clicking the microphone icon until it is red. Click "Join Meeting."
6. After joining, you may be taken to the waiting room. You will be invited by Judge Agnelly to the hearing when the docket starts.

Using the mobile app to connect to the hearing does require connection to the Internet. It is not clear how much data will be used while waiting and throughout the hearing.

(B) Computer

1. Enter:
https://mocourts.webex.com/meet/div25c_hambers in your browser's address bar.
2. You will be asked to enter your name and email address. It is important to include your full name so the Court can identify you when your case is called. Click "Join Meeting."
3. Next you will be prompted in some form to download the WebEx program. Download the program.
4. Once the program is finished downloading, a new window should open. Make sure the round icon that looks like a microphone is red and the one that looks like a camera is green. If one of the features is not available, it will appear gray. Click "Join Meeting."
5. After joining, you may be taken to the waiting room. You will be invited into the video hearing by Judge Agnelly when your case is called.
6. Please unmute your phone only when your case is called.