



Preparing for Your Remote Hearing

Waraqaha- Isu-diyarinta Dacwad-dhageysiga Fogaan-aragga

As you prepare for your hearing, these helpful tips will keep the focus on the facts of your case and not on distracting behavior or surroundings. They are part of the court's decorum expectations and will help you participate in a way that respects the judge, other court participants, and the seriousness of your own case.

Markaad isu diyaarneyso dacwad-dhageysigaaga, kiiskaaga waxaa xaqiiqadiisa u fiican talooyinka soo socda balse kuuma fiicna in aad wax kale ama agagaarkaaga ku mashquusho. Waxa ay qeyb ka yihiin waxyaabaha ay maxkamaddu kaa fileyso si aad qeyb uga noqoto habka ixtiraamka garsooraha, dadka kale ee qeybta ka ah maxkamadda, iyo muhiimadda kiiskaaga.

Helpful Tips

Talooyin Caawimaad ah

Be Prepared

Is-diyarinta Naftaada

- Get to know your case.
Si fiican u ogsoonow kiiskaaga.
- During your hearing, have copies nearby of anything you or anyone else filed in your case. Inta ay kuu socoto dacwad-dhageysigaaga, hayso koobbiga kiiskaaga ee wax kasta oo aad gudbiseen adiga ama qof kasta oo kale.
- Reach out to your [local courthouse](https://mncourts.gov/Find-Courts) (mncourts.gov/Find-Courts) if you have any questions or need special arrangements (such as an interpreter or ADA accommodations).
La xirii [maxkamadda deegaanka](https://mncourts.gov/Find-Courts) (mncourts.gov/Find-Courts) haddii aad qabto wax su'aalo ah ama aad rabto waxyaabo gaar ah (sida turjubaan ama tixgelinta naafanimada ADA).
- Test the device you will use for your remote hearing. You will need to know:
Sii tijaabi qalabka internetka ee aad u isticmaali doonto ballanta fogaan-aragga. Waxaad u baahan doontaa in aad ogaato:
 - Where to join so you'll have a good internet connection
Internetka xoog leh in aad ku haysato meesha aad ka soo galeyso
 - How to turn off and on your video
Sida aad u daaraneyso ama u damineyso fiidyowga
 - How to mute and unmute your audio
Sida aad codka fiidiyowga isaga xireyso ama u furaneyso
 - How to rename yourself in Zoom to show your name
Sida aad magacaaga uga beddeli karto fogaan-aragga Zoom si aad ugu qorto magacaaga



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- How to apply a virtual background if the judicial officer asks you to
Sida fiidiyowga loogu doorto muuqaalka darbiga ka dambeeya haddii garsoorku kaa codsado



You can find instructions and join a test Zoom hearing on the [Remote Hearing Information](#) Help Topic on the court's website (mncourts.gov/Remote-Hearings) by clicking **Join a Court Hearing Using Zoom**.

Waxaad barta internetka maxkamadda ka heli kartaa tilmaamo aad khadka ku tijaabin karto si aad ugu biirto dacwad-dhageysigaaga Zoom [Macluumaadka Dacwad-dhageysiga Fogaan-aragga](#) Mawduuca Caawimaadda (mncourts.gov/Remote-Hearings) adiga oo gujinaya **Join a Court Hearing Using Zoom (Ku Biir Dacwad-dhageysiga Maxkamadda Adigoo Adeegsanaya Zoom)**.

Minimize Distractions

Buuq La'aan

- Turn off anything creating background noise, such as TVs, music, and phone notifications.
Iska demi wax kasta oo keeni kara buuq, sida taleefashinka, muusigga, iyo codka taleefanka.
- Use a headset or earbuds with a microphone to make sure you can hear the court, the court can hear you, and the court reporter is able to capture what is said accurately.
Isticmaal sameecada dhegaha ama makarafoon si ay kuu maqlaan maxkamadda, si ay maxkamadduna kuu maqli karto, iyo si uu kuu maqlo qofka ah weriyaha maxkamadda oo laga rabo qorista saxa ah ee wax kasta oo la sheego.
- Make arrangements to limit interruptions by children or pets.
Waa in aysan ku carqaladeyn karin carruur ama xayawaanka guryaha lagu haysto.
- Stay in one place when your camera is on so everyone can see you.
Waa in aad fariisato hal meel si ay dadka oo dhan kaaga arkaan kaamaraddaada.
- Connect from a private room where you can shut the door.
Waa in aad gasho qol gaar ah oo aad hoosta ka xiran karto.
- If you do not have a safe or distraction-free area to use for your hearing, check with friends, family, or a [Legal Kiosk](#) (legalkiosk.org) for quiet spaces
Haddii aadan haysan meel aan buuq lahayn oo aad si fiican ugu adeegsato dacwad-dhageysiga, wediiso asxaabta, qoyska, ama [Legal Kiosk](#)(legalkiosk.org) ka codso meel deggan

Present Your Best Self

Sida Ugu Fiican Naftaada U Soo Bandhig

- Dress in a way that respects the formal setting of court. Here are some ways to do this:
Ku soo labbiso dhar aad ku ixtiraameyso maxkamadda. Talooyin ka mid ah siyaabaha loo soo labbisto:
 - Dress neatly.
Si fiican u soo labbiso.



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- Do not wear head coverings during your hearing unless it's part of your religious practice.
Dacwad-dhageysiga ha u soo xiran dhar madaxa lagu xirto haddii aadan haysan sabab diineed.
- Follow all instructions from the judicial officer and court staff.
Raac dhammaan tilmaamaha garsoorka iyo shaqaalaha maxkamadda.
- Give the hearing your full attention.
Si fiican dhug ugu yeelo dacwad-dhageysigaaga.
- Do not eat, chew gum, smoke or vape, drink alcohol, or sleep.
Waxba ha cunin, xanjo ha ruugin, waxba ha cabin, ha cabin khamri, ama ha seexan.

Speak Respectfully

Si xushmad leh u hadal

- Address the judicial officer as “Your Honor.”
Garsooraha markaad la hadleyso ku billow “Your Honor” (Garsooraha Sharafta Leh).
- Address other participants formally (Ms, Mr, Mx).
Dadka kale markaad la hadleyso ku billow (Marwo, Mudane, Walaal).
- Avoid using profanity or derogatory words.
Ka fogow isticmaalka hadal noqon kara cay ama meel-ka-dhac.
- Let others speak without interruption.
Dadka kale sug oo hadalkooda ha dhex gelin.
- If you must interrupt, address the judicial officer directly and follow their instructions.
Haddii aad ku khasban tahay in aad dhex gasho hadal socda, si toos ah ula hadal garsoorka oo raac tilmaamaha.
- Be mindful of the challenges technology presents, such as:
Ka fiirso caqabadaha teknoolajiga ah ee ku qabsan kara, sida:
 - Pause before speaking to allow for video and audio lags.
Sug dadka kale ka hor intaadan adigu hadlin oo xoogaa yar ka dambee muuqaalka iyo maqalka.
 - Say your name before each time you speak.
Sheeg oo ku bilow magacaaga mar kasta oo aad hadleyso.
 - Speak slowly and clearly so the court reporter can capture an accurate court record.
Si tartiib ah u hadal si uu qofka weriyaha u ah maxkamadda wax sax ah u qoro.



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- Virtually raise your hand if you need to get the judge’s attention but avoid using other reactions/emojis.
Gacanta kor u taag haddii aad rabto in garsooruhu ku arko laakiin iska ilaali in aad isticmaasho falcelis/shucuurtaada kale.

What happens if someone does not follow court decorum?

Maxaa dhacaya haddii uu qof raaci waayo habdhaqanka maxkamadda?

If anyone is being intentionally noisy, distracting, or disrespectful during a hearing, the court may mute them or move them to a virtual waiting room. If the behavior continues, the judge is likely to reschedule the hearing. Especially bad behavior may even result in fines or jail time from a finding of Contempt of Court.

Haddii inta ay socoto dacwad-dhageysiga uu qof si ulakac ah u sameeyo buuq, carqaladeyn, ama ixtiraam la'aan, maxkamadda ayaa codka ka xireysa si loo sii wado hawsha dacwada. Haddii uu sii socdo habdhaqan xun, garsoorka ayaa siday u badan tahay sameynaya ballan kale. Weliba dhaqanka xun wuxuu keenayaa ganaax ama xabsi marka la isku helo Yasidda Maxkamadda.

Reach out to your local court administration to discuss any concerns you have. You can find contact information on the court’s website under [Find Courts](https://mncourts.gov/Find-Courts) (mncourts.gov/Find-Courts). You may also ask the judge at the time of your hearing. Court staff and the judge understand that some circumstances are out of your control and not a sign of disrespect.

La xiriir maamulka maxkamadda deegaanka si aad ugala hadasho wixii welwel ah oo aad qabto. Waxaad sida aad ula xiriireyso ka heli kartaa barta internetka ee maxkamadda ee [Raadso Maxkamad](https://mncourts.gov/Find-Courts) (mncourts.gov/Find-Courts). Waxa kale oo aad garsooraha waydiisan kartaa wakhtiga dacwad-dhegaysigaaga. Shaqaalaha maxkamada iyo garsoorku waxa ay ogyihiin in aan xaaladaha qaarkood la xakameyn karin oo aynsan ahayn calaamado ah ixtiraam darro.