

Judge LaShonda A. Hunt
AT&T Conference Call Instructions

How to Access an AT&T Conference Call

1. Dial the AT&T toll-free teleconferencing number on your phone and enter the access code when prompted.

Toll Free Number: 888-557-8511

Access Code: 7490911

2. You may be briefly put on hold until you are added to the conference.
3. State your full name when requested by Judge Hunt's staff so that they can match your name with your phone number.
4. Please ensure that you call in *at least 10 minutes before* your hearing time.

Conference Call Etiquette

1. Mute yourself when not speaking
Extra noises can cause distractions. Please remain on mute until you need to speak. Make sure that you do not place the call on hold. Otherwise Judge Hunt's staff may drop you from the call due to background noise.
2. Do not use a speakerphone
In order to facilitate a smooth court call, use headphones or a headset or put your phone to your ear. Using a speakerphone creates feedback that can interrupt the proceedings.
3. State your name when you speak
The court reporter needs to create an accurate record and will not be able to see you. Please state your name each time you speak.
4. Observe courtroom decorum
An AT&T conference call is being used as a judicial court proceeding and it is also being recorded. Please conduct yourself in an appropriate manner.