

Using Lifesize:

In order to make video calls with Bell County and its courts, we will need you to **download Lifesize**. It can be downloaded on any **windows 10 machine or apple and android devices** through your app store. We have provided a link below for direct download access.

<https://call.lifesizecloud.com/downloads>

Once you have downloaded the application, there are two options:

Sign in as a guest or create an account. **We suggest creating an account**. This way your information can be shared with the courts for more consistent calling. If you choose to use a guest account, your calling details will change every time you log in and will make it more difficult to contact each other.

Once you are logged in with your account, find the section marked as 'Profile'.

For tablet and phone users, its located at the bottom right with the person icon.

For pc users, its located at the top right corner with the person icon.

This section will reveal a **'video address'**. That is your number people will call when dialing.

If you provide us that video address, we can add you as a contact on our system, making it easier to call you.

In reverse, we will provide you our video address, or a link to click to call us.

Once you click the link or dial the video address, it will send you to the meeting room designated for that call. If you are prompted for a passcode, that will also be provided in the same email sent with the calling details.

If you have any questions regarding how to get yourself setup, please contact me and I will walk you through the process.

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