

# Remote Access to Hearings Q&A

## WebEx video access

### What are the restrictions in reporting on remote cases?

Those linking in to hearings are subject to the same rules as if they were present in Court. Anyone failing to obey or respect the authority of the Court may be subject to Contempt of Court proceedings. In particular, there must be:

- no screenshots of any kind
- no recording or storage of proceedings
- no broadcast of proceedings
- no electronic copying of documents
- no reporting of any productions put to witnesses other than what is spoken to by the witness during the hearing
- no reporting of any comment or conversations not directed to the court either outwith or during the hearing
- no comment on the proceedings using live texted based communications (such as Twitter) during the course of a hearing - with the exception of journalists registered with the Scottish Courts and Tribunals Service, or other journalists who have obtained permission in advance.

The Scottish Courts and Tribunals Service retain the copyright of live video and/or audio recordings of court proceedings. Although you are welcome to observe the proceedings, the re-use, capture, re-editing or redistribution of the material in any form is not permitted. You should be aware that any such use could attract liability for breach of copyright or defamation, in addition to the possibility of contempt of court proceedings.

### How do I access a case?

Hearings are accessed through a web browser, and it is recommended that you use Google Chrome. Participants will be asked to install a WebEx extension when accessing the Event for the first time. This takes about 5 minutes and can be done in advance which will make joining the event quicker at the time of the hearing. See these [instructions](#) for further information.

### How do I know I am at the right place after logging on?

- You should see a frozen screen with the names of participants. As participant arrangements require to be put in place, the hearing may not open immediately, and your patience is appreciated. The images and audio will begin automatically once the case starts.

### How do I leave the event?

- Click the X at the top right corner of the screen and select 'Leave Event'.

## **WebEx dial-in access**

### **What are the restrictions in accessing a case?**

Those dialling in to hearings are subject to the same rules as if they were present in Court. Anyone failing to obey or respect the authority of the Court may be subject to Contempt of Court proceedings. In particular, there must be:

- no recording or storage of proceedings
- no broadcast of proceedings
- no reporting of any comment or conversations not directed to the court either outwith or during the hearing
- no comment on the proceedings using live texted based communications (such as Twitter) during the course of a hearing - with the exception of journalists registered with the Scottish Courts and Tribunals Service, or other journalists who have obtained advanced permission.

The Scottish Courts and Tribunals Service retain the copyright of live audio recordings of Court proceedings. Although you are welcome to listen to the proceedings, the re-use, capture, re-editing or redistribution of the material in any form is not permitted. You should be aware that any such use could attract liability for breach of copyright or defamation, in addition to the possibility of contempt of court proceedings.

### **How do I access a case?**

Dial +44-20-7660-8149.

You will be asked for an access code or meeting number. Use the unique number for the hearing followed by #.

When prompted, press #.

### **How do I know I am at the right place after dialling in?**

Once connected the line will remain silent until the hearing begins and then the sound will activate automatically. As participant arrangements require to be put in place, the hearing may not start immediately and your patience is appreciated.

### **How do I leave the event?**

Disconnect the line.

## **Remote hearings**

### **Can I comment during the case using social media?**

As detailed in the [Broadcast Protocol](#), the use of live text based communications (LTBC), such as Twitter is restricted to journalists who are registered with the Scottish Courts and Tribunals Service (SCTS). Journalists not registered with the SCTS can seek permission in advance by emailing [judicialcomms@scotcourts.gov.uk](mailto:judicialcomms@scotcourts.gov.uk). LTBC may be used during a live hearing only by the media to produce fair and accurate reports of proceedings in court, and must comply with the Contempt of Court

requirements. Journalists wishing to register with the SCTS should contact [communications@scotcourts.gov.uk](mailto:communications@scotcourts.gov.uk).

**Are remote hearings less formal?**

Despite the more informal character of an online hearing, these are official court proceedings, which involve matters of significance to the participants, and should be treated as such.

**How do I find out about an online case?**

Check the [Court of Session rolls](#).

**Will I be heard or seen?**

The link will provide the capacity to observe only and you will not be heard or seen by the other participants.

**How long will the link be open?**

Access will be closed if capacity is reached. Availability is provided on a first come, first served basis. Many more people can access a remote hearing than can attend a physical courtroom.