

## **Frequently Asked Questions - Video Conferencing**

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**1. What is video conferencing?**

A video conferencing system looks like a large television set with a camera and microphone connected to it. The system connects to a similar unit at another site. The cameras and microphones transmit video and audio between sites so that each group can see the other group on the screen. This allows face-to-face communication without people having to be in the same room.

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**2. Where are the New Mexico video conferencing sites?**

The Bankruptcy Court owns a portable video conference unit. Three courtrooms and two conference rooms in the 500 Gold courthouse are configured for video conferences.

The Santa Fe federal courthouse has one conference room configured for video conferences. No courtrooms are configured for video conferences in Santa Fe.

The Las Cruces federal courthouse has a jury assembly room and a courtroom that are configured for video conferences.

The federal courthouse at 333 Lomas has a conference room configured for video conferences.

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**3. Do I have to schedule a video conference in advance?**

Yes. There is some testing and setup required before each video conference. If you are interested in using the video conference equipment during a proceeding, contact the courtroom deputy for the judge's chambers as far in advance as possible.

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**4. Can I use video conferencing rather than attending proceedings in another city?**

Maybe. If there is a situation where this option would be useful, contact the courtroom deputy for the judge's chambers in advance to discuss options.

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**5. Do other federal courts have video conferencing ability?**

Yes. A listing of other courts with video conference ability is posted on our web site at:  
<http://www.nmcourt.fed.us/web/BCDOCS/Files/vclist-1.html>

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**6. Can the courts connect to the video sites of other organizations?**

Typically yes. Court technology staff will need the name and phone number for the technical contact at the other location. A test conference will be established in advance of the live conference to insure that the connection is possible.

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