

## **Court Appearances in Judge Hagenau's Courtroom**

*as of May 4, 2023*

Judge Hagenau will hold hearings as set forth below.

### **ALL MATTERS IN ALL CHAPTERS**

All participants should appear for the call of the calendar in person or via video through the Virtual Hearing Room. All matters marked ready to be heard will be heard immediately at the conclusion of the calendar call unless otherwise instructed. If you plan to present evidence, the hearing will presumptively be in person unless otherwise ordered by the Court. Parties are encouraged to use the Voluntary Notice Procedure set out in GO 24-2018 as amended and allow sufficient time between the objection deadline and the hearing date to plan accordingly.

### **Virtual Hearing Room Instructions**

The Link to connect to Judge Hagenau's "Virtual Hearing Room" is available on the Judge's webpage at: <https://www.ganb.uscourts.gov/content/honorable-wendy-l-hagenau>.

You should connect via this link each time.

The link is best used on a desktop or lap top computer but may be used on a phone or tablet as well. Your device must have a camera and audio. You will have the greatest success by being connected to reliable Wi-Fi with a connection speed greater than 3mb/s. The first time you click the link on a phone, you may be instructed to download the app. It will only take a couple of minutes. When you are connected via your device, you will be in Judge Hagenau's "Virtual Hearing Room".

PLEASE JOIN THE VIRTUAL ROOM 15 MINUTES PRIOR TO YOUR HEARING. IF YOU EXPERIENCE DIFFICULTY IN CONNECTION, PLEASE CONTACT THE COURTROOM DEPUTY OR LAW CLERK VIA EMAIL.

When you join the Virtual Hearing room, please place yourself on mute. You may leave your camera off until instructed by the Court. Be aware that the courtroom

deputy may place you on mute, in which case she will need to invite you to unmute yourself. It is best to mute yourself, so you are in control.

Remember you are on video when your camera is on even as you wait your turn.

**The judge will be in the courtroom and since this is a court proceeding, the judge expects all participants to dress and act as if they are in the courtroom.**

Identify yourself for the record each time you speak. You are prohibited from recording or broadcasting the proceedings conducted by the bankruptcy court. BLR 5073-1.

If you have any questions or would like to practice how to connect to the Virtual Hearing Room, please contact Nicole Williams at 404-215-1190.

Unrepresented persons who do not have video capability may use the telephone dial-in information on the judge's webpage.