

## How to Mute Your Phone

To ensure an efficient docket where all parties can have their case heard, all participants in docket calls for the U.S. Bankruptcy Court for the Middle District of Alabama (ALMB) shall mute their phone until their case is called. Muting your phone helps to eliminate background noise or conversations that may be disruptive to other participants on the call.

Please refer to the following instructions to mute your phone using an iPhone, Android, or the mute feature on the conference call.

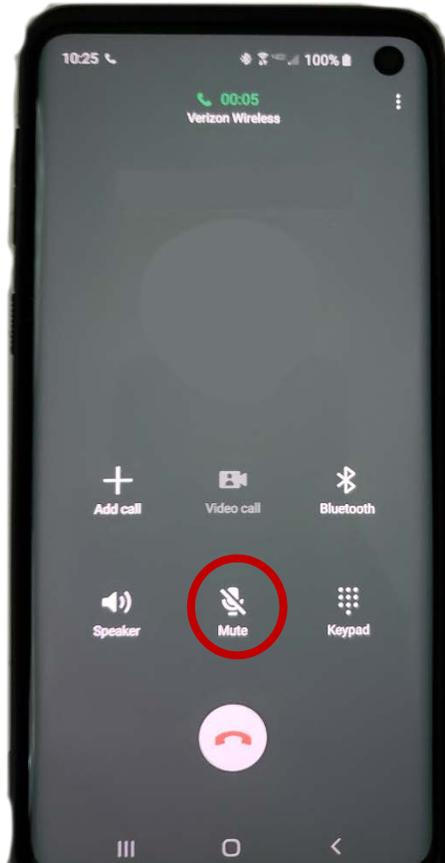
### iPhone

If you have an iPhone, you can mute your phone from the call screen. Your call screen has different buttons, including a mute button (circled below). It is a microphone with a slash line through it. Please click on this button to mute and unmute your phone.



## Android

If you have an Android phone, you can mute your phone from the call screen. Your call screen has different buttons including a mute button (circled below). It is a microphone with a slash through it. Please click on this button to mute and unmute your phone.



## Other Phones

Your land-line phone may also have a mute feature. Please look for a microphone with a slash line through it to mute and unmute your phone.

## Conference Call Mute Feature

If you cannot find the mute button on your phone, the ALMB conference line has a mute feature that you can access from any phone. While you are on the call, dial \*6 to mute or unmute your phone.