



MEGHALAYA STATE JUDICIAL ACADEMY

ECT-004-2021- (4th Phase)

eCommittee, SCI- High court / District & Taluk level Bar Association wise Training for Advocates through the Advocate Master Trainers

in Coordination with the SJA & CPC

Topic: Electronic Case Management Tools (ECMT) for Advocates

Dated : 10th April , 2021

Target Group : Nominated Advocates from Jowai & Khliehriat Bar Association

Venue : Jowai District Court VC Room

| Duration | Topic | Resource Person/Speaker |
|-----------------------|---|---|
| 10:00AM - 10:05 AM | ➤ Opening remarks by (Director of SJA/ Chairman , Board of Governors of Academy/ Computer Committee Chairperson/ Any other person as decided by the State Judicial Academies) | Smti. C.Dkhar, Director, Meghalaya State Judicial Academy (Through VC) |
| 10:05 AM– 10:15 AM | ➤ Overview of eCourts project <ul style="list-style-type: none"> • Introduction about eCommittee • Role of Advocate as a Game Changer • Key take aways of this training • eCourts project getting Digital India Award 2020 | Smti. D.Sohtun, CPC, High Court of Meghalaya, Shillong (Through VC) |

Shri. Albert Lanong, CJM, Resubelpara & TOT Master Trainer to Supervise the following training:-

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|-----------------------|--|--|
| 10:15 AM– 10:35 AM | ➤ Electronic Case Management Tools for Advocates eCourts related Websites <ul style="list-style-type: none"> • eCommittee website(https://ecommitteesci.gov.in/) • NJDG(https://njdg.ecourts.gov.in/njdgnew/index.php) • eCourts services (https://services.ecourts.gov.in/ecourtindia_v6/) • District Court Websites (https://districts.ecourts.gov.in/) ➤ How to get eCourts services 24 x 7 <ul style="list-style-type: none"> • Cause list/Judgments/Orders/Case Status • Automatic receipt of SMS and eMail on Court listing, • SMS Push And Pull services • Benefits of registration of Advocates in Court CIS | Shri. Markos Surong Advocate Master Trainer, Jaintia Hills Bar Association, Jowai |
| 10:35 AM– 11:10 AM | ➤ Updated features of CIS 3.2- Appeal Filing <ul style="list-style-type: none"> • Vertical integration of Lower Court Data • Saves the data entry in appellate Court | |

11:10 A.M-11:25 AM

TEA BREAK

| Duration | Topic | Resource Person/Speaker |
|---|--|--|
| 11:25 AM– 11:55 AM | <ul style="list-style-type: none">➤ Service Delivery in Court Complexes:<ul style="list-style-type: none">• eSewa Kendra• Kiosks• Digital display boards➤ Other eServices:<ul style="list-style-type: none">• Online certified copies | Shri. Ohileyoo Shylla Advocate Master Trainer, Jaintia Hills Bar Association, Jowai |
| 11:55 AM - 12:25 PM | <ul style="list-style-type: none">➤ eCourts services mobile app for Advocates<ul style="list-style-type: none">• Case Management:• Get Case status/causelist/orders• My Cases/ Export and Import• QR scan option and its utility for Advocates | |
| 12:25 PM - 12:45 PM | <ul style="list-style-type: none">➤ Virtual courts -Payment of online fine.➤ ePayment portal of court fee, Fine, civil deposits.➤ NSTEP -National Service and Tracking of Electronic Processe | |
| 12:45 PM - 1:15 PM | <ul style="list-style-type: none">➤ ICJS Interoperable Criminal Justice Delivery System<ul style="list-style-type: none">• Concept of ICJS ; ICJS Pillar ;• ICJS speciality ; ICJS features ;• ICJS menu under CIS 3.2 ; ICJS Dash Board• Consume FIR- fetching FIR Data From Police Station• Consume Chargesheet - Fetching Charge Sheet data- | |
| 1:15 PM - 1:45 PM - LUNCH BREAK | | |
| 1:45 PM - 2:25 PM | <ul style="list-style-type: none">➤ eFiling - the digital on line filing process<ul style="list-style-type: none">• Registration of Advocate in eFiling website.• Steps to eFile a case.• Advantages of eFiling• Case portfolio management• Know the case status any time | Shri. Markos Surong Advocate Master Trainer, Jaintia Hills Bar Association, Jowai |
| 2:25 PM - 2:45 PM | <ul style="list-style-type: none">➤ ECMT Tools for Commercial Courts under CIS➤ Case Management Hearing/Pre Trial Conference Tool | |
| 2:45 PM - 3:00 PM | <ul style="list-style-type: none">➤ How to appear in Video Conferencing➤ How to scan the document and make PDF➤ Making Accessible PDFs➤ Uploading documents | Shri. Ohileyoo Shylla Advocate Master Trainer, Jaintia Hills Bar Association, Jowai |
| 3:00 PM - 3:15 PM | <ul style="list-style-type: none">➤ Help desk for Advocates (if available in High court it can be informed)➤ Help Manuals& Videos in Regional Languages | |
| 3:15 PM - 3: 45 PM INTERACTION & FEEDBACKS | | |

