How to Use Case Management Search

Pulling up Search Screen-

Once you have logged into the site you will see four different search options. The first step will be choosing the correct type of case you are searching and clicking on the option.

Each search will display different choices to search by.

Civil Search-

Case #, Party Name, CSE number or system wide search can be used to search. Once you have typed in one of the options you will click on the **Search** button. If you need to start the search over hit the **Clear** button to start the search over.

Please Note if the case does not pull up by case number try searching by "Last Name, First Name"

Criminal Search-

Case #, Party Name, Alias, Citation number or system wide search can be used to search. Once you have typed in one of the options you will click on the **Search** button. If you need to start the search over hit the **Clear** button to start the search over.

Please Note if the case does not pull up by case number try searching by "Last Name, First Name"

Magistrate Search-

Case #, Party Name, Alias, Citation number or system wide search can be used to search. Once you have typed in one of the options you will click on the **Search** button. If you need to start the search over hit the **Clear** button to start the search over.

Please Note if the case does not pull up by case number try searching by "Last Name, First Name"

Clicking on additional information

After clicking **Search** the screen will display the information. you will then click on the green Button to see additional information on the case.

Case #	
Name	Smith
Alias	
Citation	
System Wide Search	

☐ All
☐ Superior Court
☐ State Court

🔍 Search   Clear

1 2 3 4 5 6 7 8 9 10 ...

	Case #	Defendant	Judge	Status	Filing	Court Date
●	05T...	SMITH (	W ALAN JORDAN	CL	5/24/2005	

| ● | | SMITH, | | MICHELLE HOMIER | | CL | 3/29/2013 | 5/22/2013 |

Charges

Charge #	Violation code	Offense	Offense Date	Disposed On	Disposition Method	Disposition Stage	Arrest Date	Felony/Misdemeanor
1	40-6-181	SPEEDING	3/20/2013	5/2/2013	GUILTY PLEA	P		M

Sentencing

Charge#	Sentence Date	Sentence	Base Fine	Total Due	Years	Months	Days	Hours
1	5/2/2013	FINE	$160.71	$230.00				

Proceedings/Events

Date	Court Date	Type
3/22/2013		CITATION (S)
5/2/2013		
5/22/2013	05/22/2013 09:00AM	18 STATE COURT ARRAIGNMENT CALENDAR

1 2 3 4 5 6 7 8 9 10 ...