

## Chapter 14 - Dockets

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## F14 Dockets

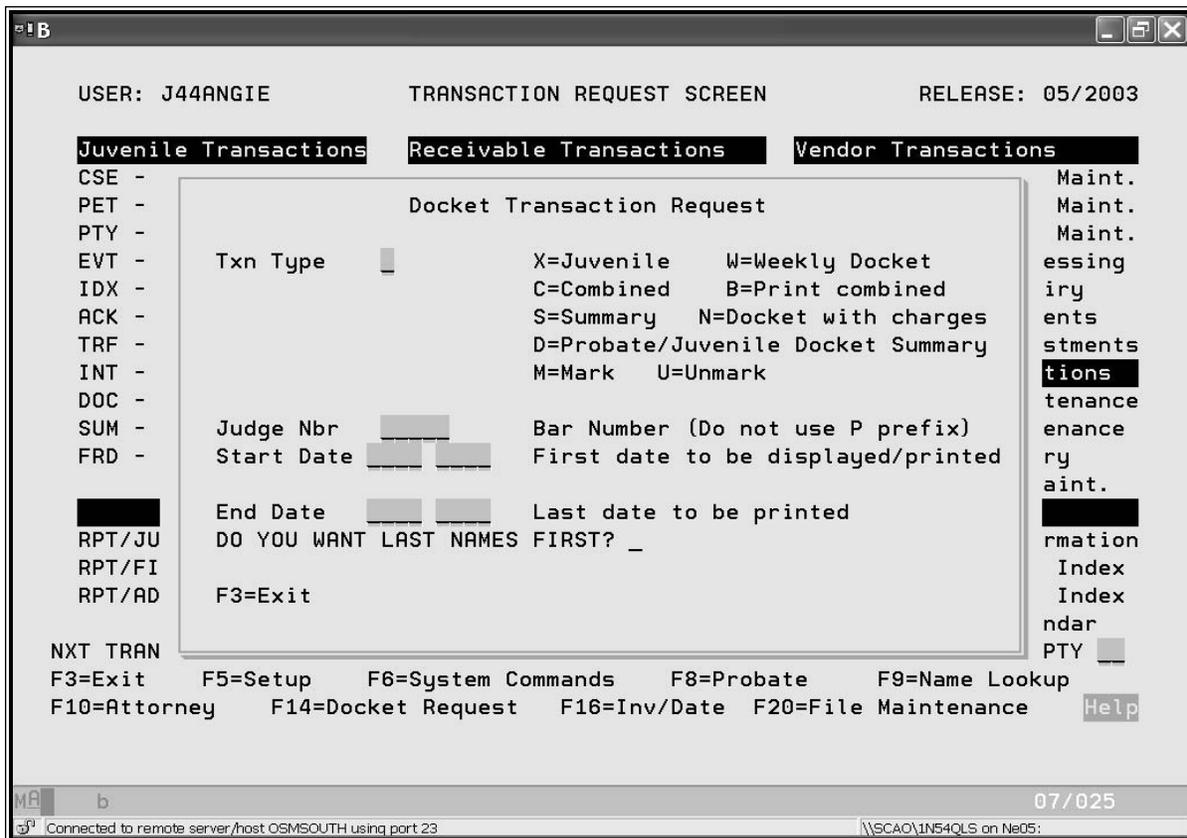
The <F14>command for dockets generates the following:

1. Juvenile docket displayed.
2. Weekly docket printed.
3. Combined Juvenile, Probate, Civil and Adoption docket displayed.
4. Combined Juvenile, Probate, Civil and Adoption docket printed.
5. Summary Docket.
6. Docket with charges.
7. Probate/Juvenile docket Summary
8. Option to Mark and Unmark calendar dates.

These dockets are generated for a specified date range for a particular judge. there is also an option to print last names first.

### Accessing the F14 Docket Screen:

Press <F14> from most any screen throughout the system and the following screen will be displayed.



Following are field descriptions from the docket screen.

### **~TXN Type~**

Enter the transaction type of the docket that you want to create. The choices are as follows:

- X = Juvenile Docket
- W = Weekly Docket
- C = Combined Docket
- B = Print Combined Docket
- S = Summary
- N = Docket with charges
- D = Probate/Juvenile Docket Summary
- M = Mark
- U = Unmark

Each of these transactions will be explained in the following pages.

### **~Judge Nbr~**

Enter the jurist number that you are creating the docket for.

### **~Start Date~**

Enter the date the system will start searching docket records.

### **~End Date~**

Enter the date the system will stop searching docket records.

### **~Do you want last names first~**

Enter a "Y" if you want last names to print first on the docket.

### X = Juvenile Docket Display

Transaction type "X" will display the juvenile docket on the screen.



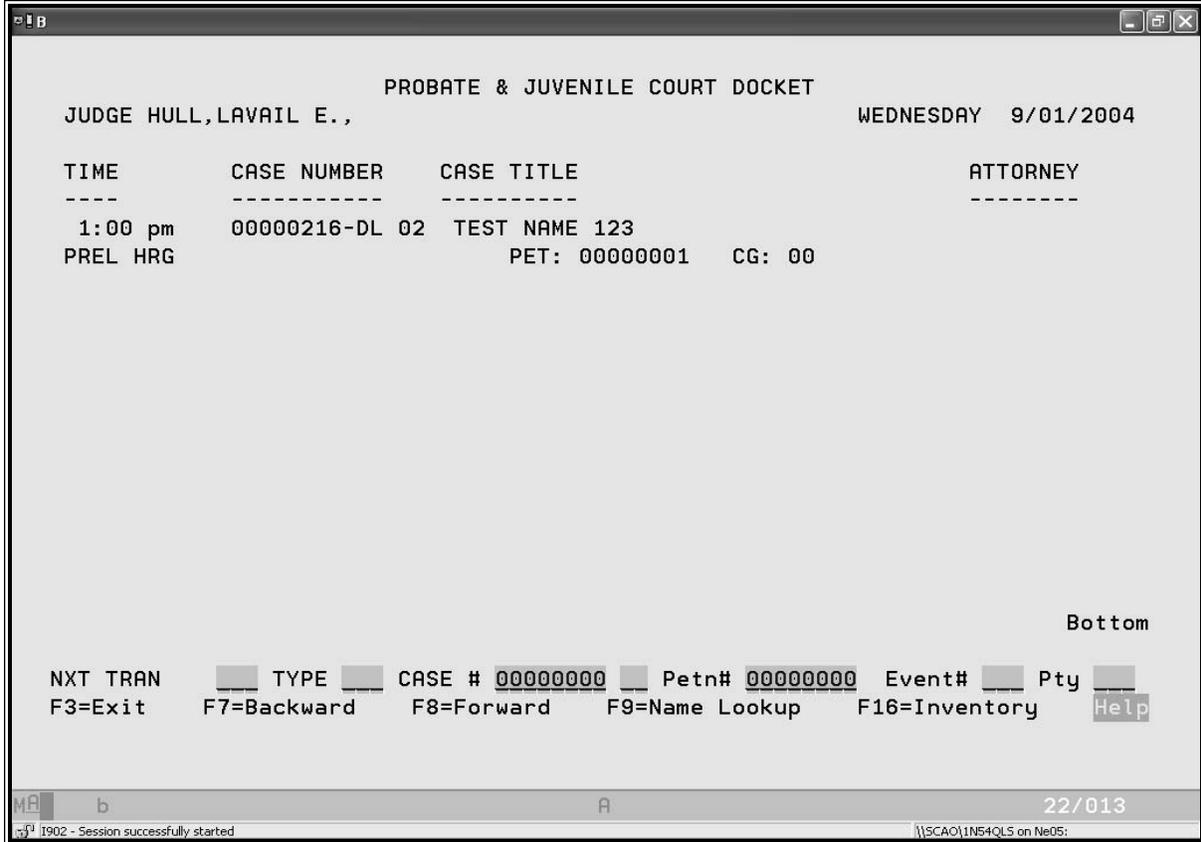
**W = Weekly Docket**

Transaction type "W" will print the weekly docket.

J44		WEEKLY HEARING SCHEDULE							PAGE 1	
JDKTSCH		COUNTY CIRCUIT COURT/FAMILY DIVISION							RUN DATE 7/10/2003	
JDKTSCH		COUNTY COMPLEX								
		ANY CITY MI 48446								
		REPORTING PERIOD 3/15/2003 - 3/20/2003								
DAY	DATE	FILE NO	SFX	CASE	HEARING	JUDGE	WORKER	PETITION	AGE	
TIME	CASE NAME			TYPE	TYPE					
SAT 3/15/2003										
0900	TEST TEST	01000125	01	NA	ADH	CLATTERBAUGH		PET CLOSED		
0910	TEST TEST	02007890	00	TL	PRH	HULL		438		
0905	TEST TEST	01000125	01	NA	DSP	CLATTERBAUGH		PET CLOSED		
1000	TEST TEST	00843414	02	NA	PRH	HULL	FIA	PET CLOSED		
1500	TEST TEST	01000906	00	DL	ADH	SUPINA		PET NOT AU		
1515	TEST TEST	96960808	00	DL	PRH	HULL	AGLER	PET CLOSED		
SUN 3/16/2003										
0945	TEST TEST	00895019	00	DL	PRH	HULL	SMITH	PET CLOSED		
1015	TEST TEST	00895019	00	DL	PRH	HULL	SMITH	PET CLOSED		

### C = Combined Calendar Display

Transaction type "C" will display a combined calendar for Probate, Juvenile, Civil and Adoption hearings that are scheduled for the same Judge.



**B = Combined Calendar Print**

Transaction type "B" will print a combined calendar for Probate, Juvenile, Civil and Adoption hearings that are scheduled for the same Judge.

PROBATE & JUVENILE COURT DOCKET				PAGE	1
JUDGE LAVAIL E. HULL				SATURDAY	03/15/2003
TIME	CASE NUMBER	CASE TITLE		ATTORNEY	
-----	-----	-----		-----	
9:00 am	02007890-TL 00	TEST,TEST,TEST			
PREL HRG		PET: 00000001	CG: 00		
10:00 am	00843414-NA 02	TEST,TEST,TEST		CROCKETT	
PREL HRG		PET: 08434141	CG: 00		
3:00 pm	96960808-DL 00	TEST,TEST,TEST		ABBO	
PREL HRG		PET: 00008081	CG: 00		

### S = Summary

Transaction type "S" will provide a summary of hearings for a particular judge during a six month time frame.

DOCKET SUMMARY HON. HULL, LAVAIL E., 0710 2003

MARCH		APRIL		JUNE		JULY		AUGUST	
TOT DA	3	TOT DA	2	TOT DA	2	TOT DA	3	TOT DA	1
TOT CS	6	TOT CS	4	TOT CS	3	TOT CS	7	TOT CS	4
DATE	#DKTS								
15	3	15	3	15	1	3	1	1	4
16	2	16	1	18	2	15	4		
17	1					16	2		

More...

NXT TRAN SUM TYPE PGM CASE# 00895019 PETN# 00000001 EVENT#      PTY

F3 = Cancel F6 = Sys Cnds F7 = Backward

F8 = Forward F9 = Name Inq F10 = Attny Inq F14 = Dkt Inq F16 = Inv Calc

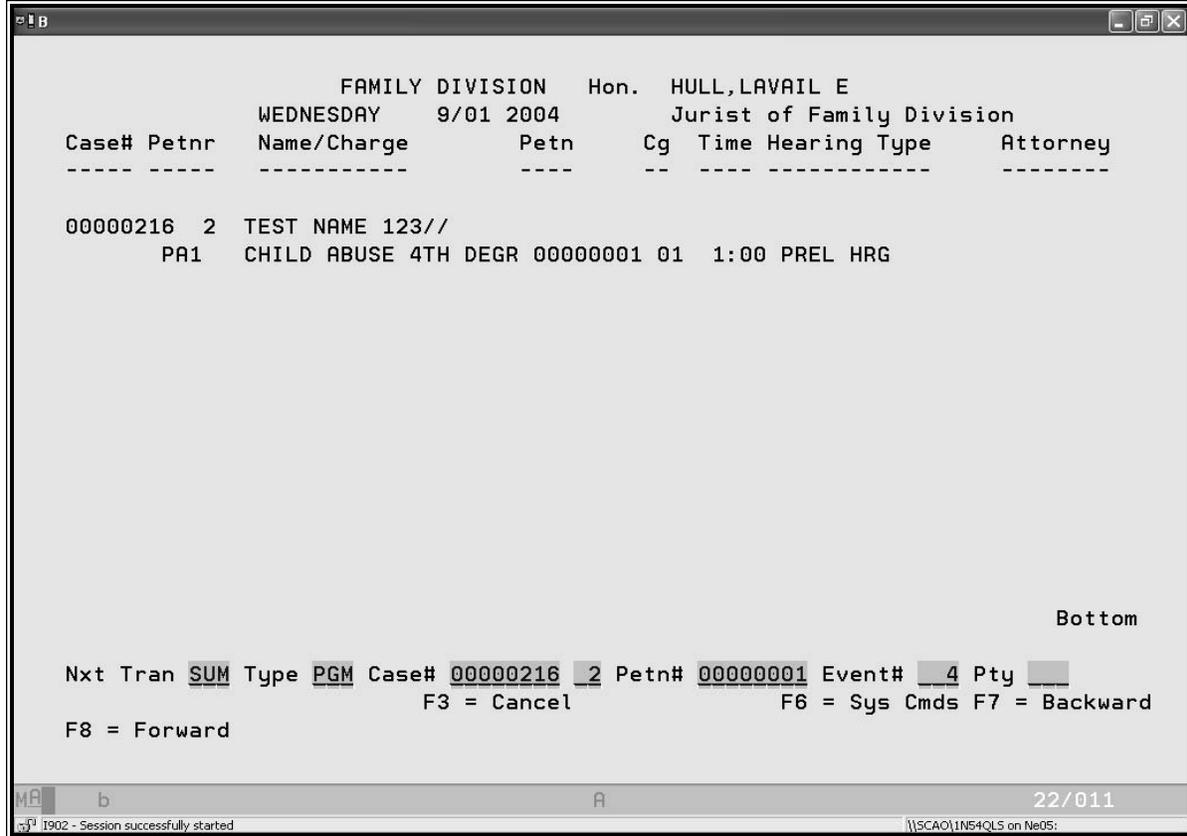
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MA b MW 22/011

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### N = Docket with Charges

Transaction type "N" will display a juvenile docket that includes charges with each case.



### D = Probate/Juvenile Docket Summary

Transaction type "D" will provide a summary of hearings for a particular judge during specified time period.

MO. DATE DAY		HEARING SCHEDULE HON HULL, LAVAIL E.,														RUN DATE: 7/10/2003					
-----		JUVENILE						ESTATE & MENTAL								TOTAL					
-----		FOH	DRH	CPT	FJT	BT	OTH	GA	GL	GM	LG	CA	CY	DA	DE	NC	MI	DD	OTH	-----	
3	15 SAT	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3	
3	16 SUN	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	2
3	17 MON	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	

**M = Mark and U = Unmark**

Marking and Unmarking the docket is used to specify dates that the judge is not available for hearings. When a date is marked, the system will not allow hearings to be entered for that date from the Event screen.