E-PROSECUTOR — WHAT IS IT?

Ron Weight

Utah Prosecution Council IT Manager & Tech Specialist

E-Prosecutor Administrator



- CASE AND DOCUMENT MANAGEMENT SOFTWARE
- SPONSORED AND ADMINISTERED BY UTAH PROSECUTION COUNCIL
- CONFIGURED FOR MULTIPLE AGENCIES (1 SIZE FITS ALL)
- EACH AGENCY'S DATA IS PARTITIONED FOR PRIVACY
- GRANT FUNDED FOR COST OF PROGRAM AND 150 USER LICENSES
- ALL THE INITIAL 150 USER LICENSES ARE COMMITTED
- ADDITIONAL LICENSES AVAILABLE AT CURRENT RATES

- WILL E-FILE WITH COURTS TESTING IN PROGRESS
- ROBUST SEARCHES / REPORTS
- HOSTED IN THE CLOUD BY AWS
- ACCESSIBLE FROM ANYWHERE WITH AN INTERNET CONNECTION
- IT CAN BE USED ON MOBILE DEVICES
- ALL TRAINING PROVIDED BY UPC

- APPROVED FOR STORAGE OF CJIS DATA
- 2 FACTOR AUTHENTICATION REQUIRED

2 FA Login

UPC eProsecutor®

Username

Password

Log In

I forgot my password

Journal® Technologies, Inc.

Utah Prosecution Council Production, Release: 2018.17-SR3-b4099

2

Enter digits from Two Factor app for									
	submit								

- PORTAL FOR PROVIDING DISCOVERY ELECTRONICALLY
- NO LIMIT TO DEFENSE ATTORNEY ACCOUNTS
- INCLUDED WITH LICENSE FEES PAID BY PROSECUTOR AGENCIES



Training and Serving Utah Prosecutors Since 1991

My Cases Home

My Account

Account

My Info

My Cases

Show 25 ∨ entries

Case Number Case Name Date Created Case Type

07/27/20

08/28/19

Felony

Felony

01234

20-2010505 / LEA-20- Flintstone, Fred Rock Jr.

1FileCab-Test1 / 19-Flintstone, Fred

abc1

Showing 1 to 2 of 2 entries

- PORTAL FOR LAW ENFORCEMENT PERSONNEL TO ENTER CASES
- NO LIMIT, BUT ADMIN NEEDS TO ADD THEIR ACCOUNT
- LEA AGENCIES DO NOT NEED TO PAY ANY FEE FOR THIS
- INCLUDED WITH LICENSE FEES PAID BY PROSECUTION AGENCIES

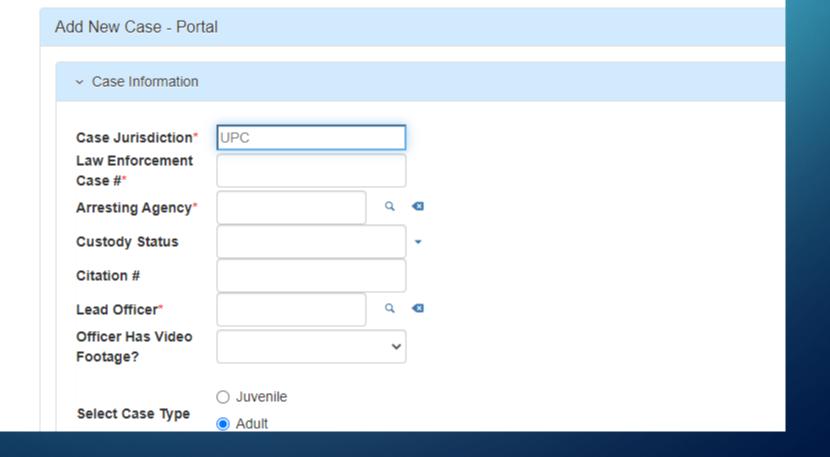


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Home My Cases

eFile New Case

eFile New Case



- Track and manage cases
- Report on any data entered in the system
 - Including data required by HB288
- Manage documents
- Electronic discovery
- Optional ability for law enforcement to submit cases electronically
- Electronic filing of documents with the courts (in testing)

- Justice agencies and personnel already available or can import
- Local statutes can be added
- UPC maintains state statutes and updates them as needed
- Can search for cases in other jurisdictions by defendant name (read only)
- Name records enter once, use multiple times in multiple cases

- Data import not available except by separate contract with JTI
- Plan to apply for additional grants for licenses and storage
- Next grant application in early 2021 awarded in late 2021
- Administrator manages user accounts, templates, forms and lists
- Administration Fee \$206 per user per year (in addition to user license fee)

FAQS and Videos: https://upc.utah.gov/eProsecutor-main.php

eProsecutor Resources

This page has links to all of the resources for eProsecutor support and training. If you still need assistance after looking through the resources available here, please have your designated admin for your office contact Ron Weight.

Please look at the knowledge base for eProsecutor (see help desk link below) to see if your issue has already been addressed before creating a support ticket.

Resource Links

Help Desk - KB

View FAQS

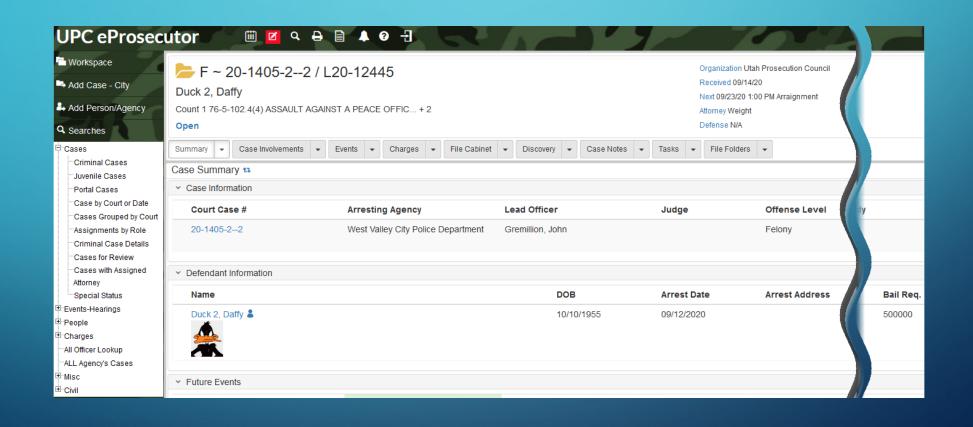
Videos - Training

JTI Word Add-In (v. 1.7.13)

Video Tutorials

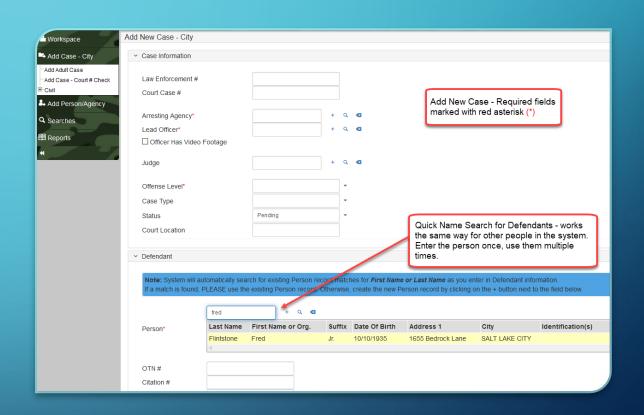
Relating Cases

E-PROSECUTOR — WHAT IT DOES



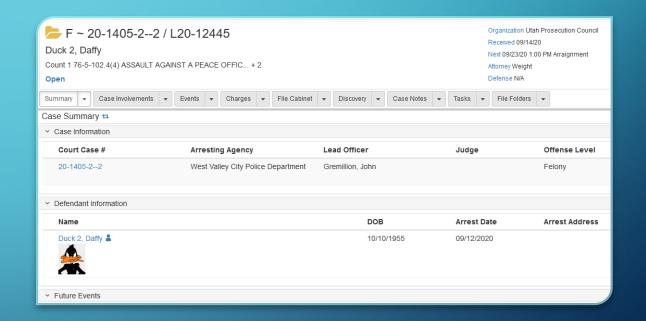
ADD CASES

- Enter only required data or fill in all data to create a new case
- You can select people (such as defendants) from existing person records or create new ones directly from this screen, if they don't exist
- Add charges
- Add victims / witnesses
- Add staff assigned to case, etc.



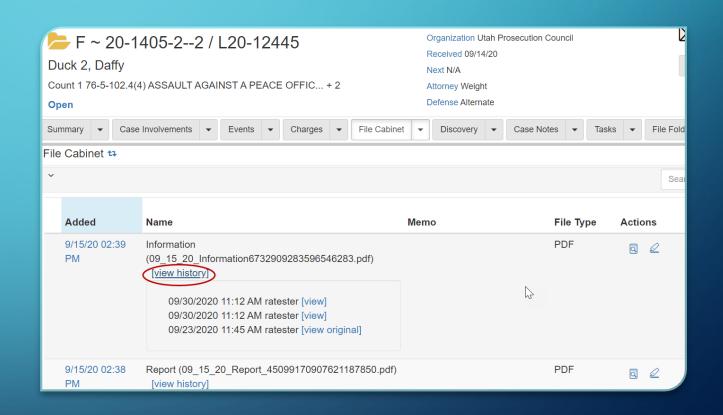
MANAGE CASES

- Once you open a case, you can manage it on this one screen.
- Add Attorneys, staff, defense, law enforcement, judge, witnesses and victims
- Add and edit events
- Add documents upload from files or create from templates
- Create discovery packets
- Create notes and tasks



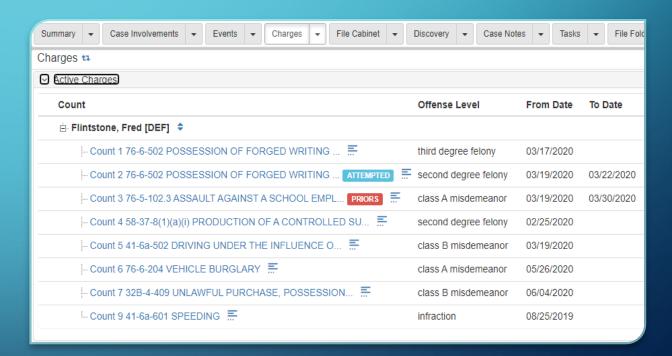
ADD/GENERATE DOCS

- Upload documents from other sources
- Generate documents from templates
- Edit documents
 - Annotate
 - Redact
 - Stamp (confidential, draft, etc.)
- Maintains a history of changes (to generated or redacted docs)



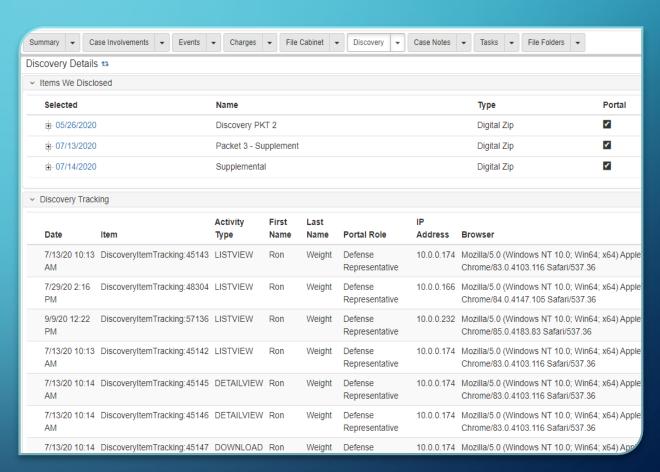
CHARGES

- Add and edit charges
- Range of offense dates if needed
- Enhancements and/or inchoate modifiers
- Plea offers
- Disposition of charges
- Sentencing
- Re-order charges if not in desired order



PROVIDE AND TRACK DISCOVERY

- Create discovery packets and make them available on the portal (or not)
- Track when discovery has been viewed or downloaded
- Can expire packets or take them off the portal as needed while still showing them in your case

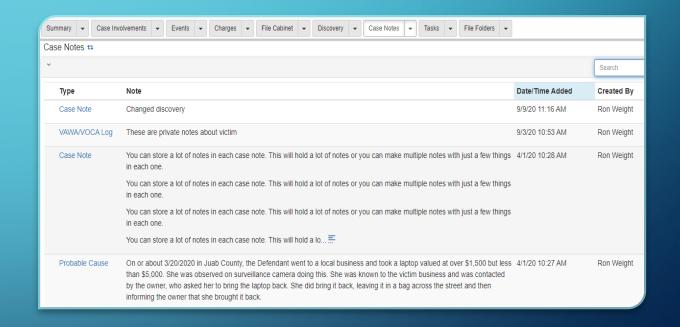


PROVIDE AND TRACK DISCOVERY

Discovery Details ta												
✓ Items We Disclosed												
	Selected 		Name Discovery PKT 2		-	Tracks when discovery is		Туре				
								Digital Zip				
⋣ - 07/13/2020		Packet 3 - Supplement		acc	accessed and		Digital Zip					
	⊡ - 07/14/2020		Supplemental		dov	downloaded!		Digital Zip				
						7	_					
~	Discovery Track	ring										
			Activity	First	Last		IP					
	Date	Item	Туре	Name	Name	Portal Role	Address	Browser				
	7/13/20 10:13 AM	DiscoveryItemTracking:45143	LISTVIEW	Ron	Weight	Defense Representative	10.0.0.174	Mozilla/5.0 (Windows NT 10.0; Win64; Chrome/83.0.4103.116 Safari/537.36	x64) Apple			
	7/29/20 2.16 PM	DiscoveryItemTracking:48304	LISTVIEW	Ron	Weight	Defense Representative	10.0.0.168	Mozilla/5.0 (Windows NT 10.0; Win64; Chrome/84.0.4147.105 Safari/537.36	x64) Apple			
	9/9/20 12:22 PM	DiscoveryItemTracking:57136	LISTVIEW	Ron	Weight	Defense Representative	10.0.0.232	Mozilla 5.0 (Windows NT 10.0; Win64; Chrome 85.0.4183.83 Safari/537.36	x64) Apple			
	7/13/20 10:13 AM	DiscoveryItemTracking:45142	LISTVIEW	Ron	Weight	Defense Representative	10.0.0.174	Mozilla/5 0 (Windows NT 10.0; Win64; Chrome/83.0.4103.116 Safari/537.36	x64) Apple			
	713/20 10:14 AM	DiscoveryItemTracking:45145	DETAILVIEW	Ron	Weight	Defense Representative	10.0.0.174	Mozika/5.0 (Windows NT 10.0; Win64; Chrome/83.0.4103.116 Safari/537.36	x64) Apple			
	7/13/20 10:14 AM	DiscoveryItemTracking:45146	DETAILVIEW	Ron	Weight	Defense Representative	10.0 0.174	Mozilla/5.0 (Windows NT 10.0; Win64; Chrome/83.0.4103.116 Safari/537.36	x64) Apple			
	7/13/20 10:14	DiscoveryItemTracking.45147	DOWNLOAD	Ron	Weight	Derense	10.0.0.174	Mozilla/5.0 (Windows NT 10.0; Win64;	x64) Apple			

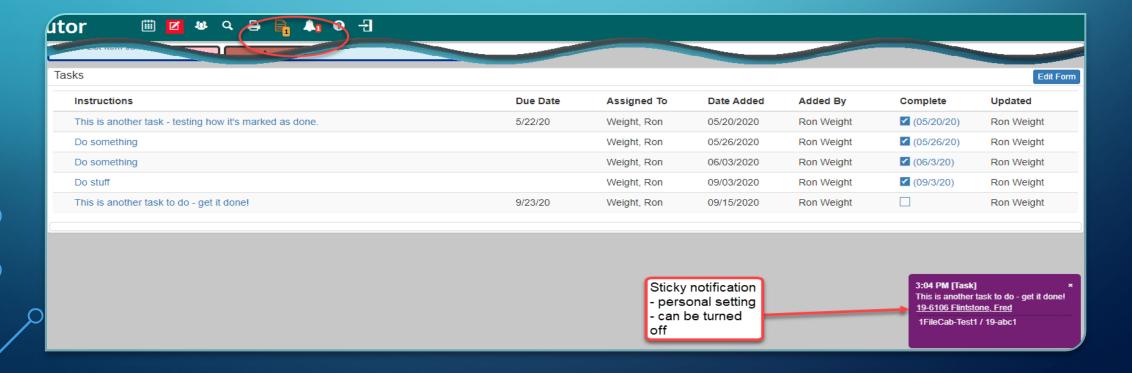
CASE NOTES

- Create case notes as many as needed
- Various types of notes
 - General case notes
 - Advocate logs
 - Probable Cause statements
- Easily edit existing notes



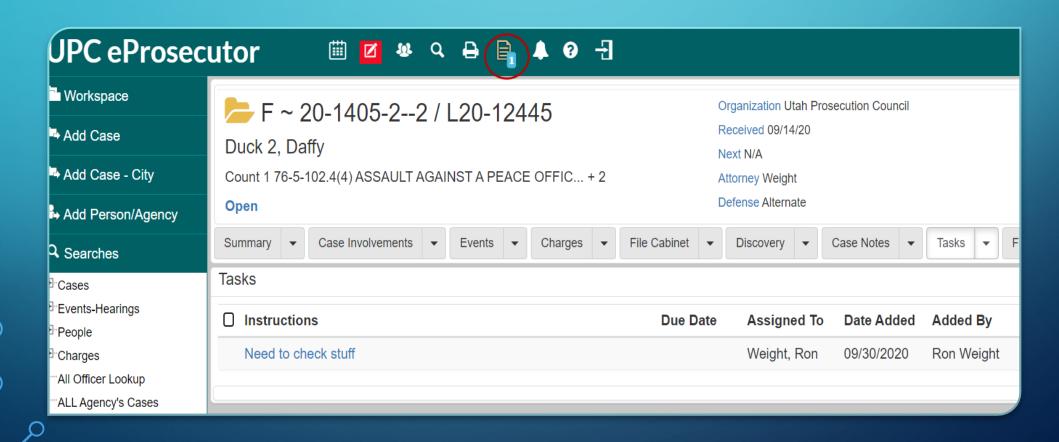
TASKS

- Send and receive tasks
- Get notification of tasks (sticky or simple) each person can configure this as they want
- Track tasks in case and who added them and who assigned to



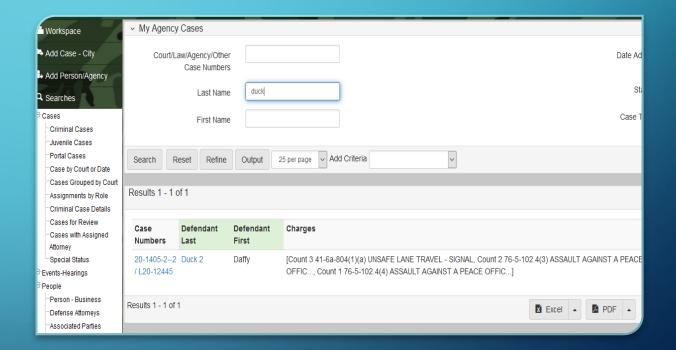
TASK NOTIFICATION

• TOP NAVIGATION BAR SHOWS NOTIFICATIONS AND TASKS ASSIGNED, BUT NOT HANDLED.



SEARCHES AND REPORTS

- Every search can be a report
- Export to Excel or PDF document
- Group and summarize



DEMONSTRATION

Questions?

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Utah Prosecution Council

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