



June, 2011

NewsNotes – Finally, the season we’ve all been waiting for has arrived. Hope you are all able to get out and enjoy the sun and beautiful weather.

Even though it’s summer, we’re still hard at work at SEi. This NewsNotes will give you some idea of what we’ve been up to.

Updates – Terry has been busy working on new features to The CourtRoom Program.

Receipt management features

- The option to print receipts for dismissed cases
- The same receipt number can be used when fine payments and scoff lift fees are collected at the same time

Screen Options

- Screen resizing
- Set “fancy buttons” to different sizes and colors

Letters

- Orders of Protection are now only on 8.5 x 11 sized paper
- New MV_1192 as of April, 2011 to be imported into your letter list
- When a defendant’s list of letters has more than 10 letters, the history of the oldest letters is saved in the case notes

CDR and DMV reporting

- PG-F, CONV_F and TFG-F may only be used for violation of PL-240.26, all other Family Offenses use the PG, COMV and TFG codes
- Suspension Pending Prosecution on DWI 1192s can now be transmitted electronically to DMV

Security Module – A new feature is available for courts wishing to add additional security features to their system. These features include: increased password security and password management, secure receipt numbers and receipt tracking, management of ‘voided’ records, and several auditing reports for you and your board. If you would like to purchase the Security Module or would like more information, please call the office and we’ll be happy to answer your questions.



User Group Meetings – So far this year, we’ve held 7 User Group meetings. Due to the increased travel expenses, we try to schedule meetings for an entire Judicial District. Our first meeting in the 3rd District filled up so quickly a second session was scheduled for the next day. The 6th District’s meeting was held at the Chenango Town Court. 9th District meetings were held at the Wallkill Town Court and at the Rockland County Courthouse. The 4th District met at the Milton Town Court and the northern end of the 5th District met at Adams Town Court. If your district has not had a meeting and you’d like to schedule one, give Marty a call.

This year, we were invited to participate in some of the training sessions for the clerks and judges. Court Organization was taught by Marty and Janet Smith (Chenango TC) at the Association of Towns in NYC. At the training at Houghton College, a class on Electronic Reporting was taught by Marty and Tina Richburg from OCA. Also, the Court Organization class was held for the judges.

Future classes include Marty and Tina teaching the Electronic Reporting class at Potsdam in July. We will also be holding a User Group Meeting Wednesday morning from 11:15 – 12:00 in Potsdam.

We would like to thank everyone who helped organize and host the user group meetings and also those who invited us to participate in the various training sessions. We believe these group trainings are very beneficial to everyone and hope you all have an opportunity to attend at least one session during the year.

A schedule of User Group meetings is available on our website. Click MEETINGS and scroll through the calendars. We update the website often, so keep checking for new meetings. Remember, User Group meetings are open to all current SEi customers and you can attend any meetings, not just the one in your area.

New Address- Just a reminder, mail is still being sent to our old location. Please update your records with our new address

**790 Canning Parkway – Suite 1
Victor, NY 14564
New fax# is 585-924-2379**

Backups – Please be sure you do regular backups of your data. Your system can be set to send automatic backups to SEi up to 3 times a week, **but** you should also be doing a local backup on a daily basis. If you need help setting this up, please give SEi a call.

Closing – As you can see, we’ve been busy both in and out of the SEi offices. To see what new features are added to each update of the program, click HELP->Recent Changes after doing an update. Also, check out our website by clicking HELP->Website Links->Service Education Website for more information. Our website address is www.NYCourts.us. For some additional training, schedule yourself to attend a training sessions or a User Group meeting during the year.

We hope you all have a wonderful summer! Even though we’ll be out enjoying the beautiful weather, we’ll also be hard at work training, supporting you and continuing to make The CourtRoom Program even better.