

MADHYA PRADESH STATE JUDICIAL ACADEMY, JABALPUR**Online TOT Awareness Programme for creating Master Trainers
amongst Advocates****15.03.2021 to 23.01.2021 (Duration 3 hrs)*****Topic: Electronic Case Management Tools (ECMT) for Advocates*****Time Table**

Duration	Topic	Resource person
10.00 AM - 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)	Officers of MPSJA
10.05 AM - 10.15 AM	> Overview of eCourts project Introduction about eCommittee Role of Advocate as a Game Changer Key take aways of this training eCourts project getting Digital India Award, 2020	Shri Yashpal Singh Dy. Director, MPSJA
10.15 AM - 10.35 AM	> Electronic Case Management Tools for Advocates > eCourts related Websites 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/)	Shri Ajay Singh Thakur ADJ, Neemuch & Shri Sharad Joshi CJ-2, Sagar
	> How to get eCourts services 24 x 7 > 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 Bharat Kumar Vyas ADJ, Bhopal & Shri Aniruddha Jain CJ-2, Morena
10.35 AM - 10.55 AM	> eCourts services mobile app for Advocates Case Management: Get Case status/causelist/orders My Cases/ Export and Import QR scan option and its utility for Advocates	Shri Nimish Raja Dy. Registrar, NGT, CZB, Bhopal & Shri Devrath Singh Cj-2, Katangi, District Balaghat
10.55 AM - 11.15 AM	TEA BREAK	

11.15 AM - 11.35 AM	<ul style="list-style-type: none"> ➤ Service Delivery in Court Complexes: eSewa Kendra Kiosks Digital display boards 	<p>Shri Zafar Iqbal ADJ, Badnagar, District Ujjain & Shri Samresh Singh ADJ, Indore</p>
	<ul style="list-style-type: none"> ➤ Other eServices: ➤ Online certified copies 	<p>Shri Manish Singh Thakur ADJ, Jabalpur & Shri Ashish Tamrakar CJ-1, Jabalpur</p>
11.35 AM -11.55 AM	<ul style="list-style-type: none"> ➤ eFiling - the digital on line filing process Registration of Advocate in eFiling website. Steps to eFile a case. Advantages of eFiling Case portfolio management Know the case status any time 	<p>Shri Nimish Raja Dy. Registrar, NGT, CZB, Bhopal & Sushri Apoorva Tamrakar CJ-2, Rajgarh</p>
11.55 AM - 12.15 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 Processes 	<p>Shri Anand Jambhulkar ADJ, Ratlam & Shri Ravi Zarola Secretary, DLSA Alirajpur</p>
12.15 PM - 12.35 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 	<p>Shri Harsh Singh Bahrawat ADJ, Guna & Ms. Tabassum Khan CJ-1, Parasiya, District Chhindwara</p>
12.35 PM -12.45 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 	<p>Shri Krishna Agrawal CJ-2, Vidisha & Shri Ravi Baurasi CJ-1, Sagar</p>
12.45 PM - 1.00 PM	Interaction & Feedbacks	