

MADHYA PRADESH STATE JUDICIAL ACADEMY, JABALPUR

**Special Programme for Advocates/ Advocate Clerks e-Court Programme
at Taluk/Village (ECT_7_2025) (Online)**

**01.11.2025
Schedule**

Duration	Topic	Resource person
11.00AM–11.15 AM	➤ Opening remarks with overview of e-Courts project & Introduction about e-Committee ➤ Role of Advocate as a Game Changer - Key take away of this training	Director, MPSJA
11.15AM–12.15 PM	➤ Electronic Case Management - Tools for Advocates ➤ e-Courts and e-Committee related Websites ➤ Cause list/Judgments/Orders/Case Status ➤ Automatic receipt of SMS and e-Mail on Court listing, SMS Push & Pull services ➤ Service Delivery in Court Complexes ➤ e-Sewa Kendra, Kiosks Digital display boards and other e-Services ➤ Online certified copies	Smt. Ayushi Gupta Upadhyaya, Civil Judge, Senior Division, Tonk Khurd Distt. Dewas
12.15 PM–01.00 PM	➤ e-Courts services mobile app for Advocates Case Management: Get Case status/cause list/orders My Cases/Export and Import QR scan option and its utility for Advocates	Shri Paras Kumar Jain, I District & Additional Sessions Judge, Dhar

01.00 PM–01.45PM	➤ Virtual courts – Payment of online fine ➤ e-Payment portal of Court fee, Fine, Civil deposits. ➤ NSTEP – National Service and Tracking of Electronic Processes ➤ E-Summones Rules	Smt. Richa Batheja XXXIV Civil Judge, Senior Division, Jabalpur
BREAK		
02.15PM–03.00PM	➤ E-Filing - • Digital online filing process • Registration of Advocate in e-Filing website • Steps to e-File a case • Advantages of e-Filing • Case portfolio management • Know the case status any time ➤ How to scan the document and make PDF ➤ Making Accessible PDF ➤ Uploading documents	Smt. Aayushi Agrawal III Civil Judge, Senior Division, Dabra Distt. Gwalior
03.00 PM–03.45PM	➤ How to appear in Video Conferencing ➤ V.C. Rules, 2025 ➤ Help desk for Advocates ➤ Help Manuals & Videos in Regional Languages	Shri Anurag Sharma IV Civil Judge, Senior Division, Ujjain

DIRECTOR
MPSJA