

**MADHYA PRADESH STATE JUDICIAL ACADEMY,
JABALPUR**

**Special Programme for Advocates/ Advocate Clerks e-Court
Programme at Taluk/Village (ECT_7_2024) (Online)**

25.01.2025

Schedule

Duration	Topic	Resource person
11.00AM– 11.05AM	➤ Opening remarks	Director, MPSJA
11.05AM– 11.15AM	➤ Overview of e-Courts project Introduction about e-Committee ➤ Role of Advocate as a Game Changer - Key take away of this training ➤ e-Courts project getting Digital India Award, 2020	Shri Manish Sharma Faculty Member(JR.I), MPSJA
11.15AM–12.15PM	➤ 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	Dr. Swati Chouhan II Civil Judge, Junior Division, Shajapur
12.15PM–01.00PM	➤ 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
01.00PM–01.15PM	TEA BREAK	

01.15PM–01.45PM	<ul style="list-style-type: none"> ➤ Virtual courts – Payment of online fine ➤ e-Payment portal of Court fee, Fine, Civil deposits. ➤ NSTEP – National Service and Tracking of Electronic Processes 	Smt. Anupriya Parashar Tripathi, Civil Judge, Senior Division Alote, Distt. Ratlam
01.45PM–02.30PM	<ul style="list-style-type: none"> ➤ E-Filing - <ul style="list-style-type: none"> • 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 	Shri Manish Pandey I Additional Judge to I Civil Judge Senior Division Datia
02.30 PM–03.00PM	<ul style="list-style-type: none"> ➤ How to appear in Video Conferencing ➤ Help desk for Advocates ➤ Help Manuals & Videos in Regional Languages 	Shri Dharendra Singh Parihar, XIX District & Additional Sessions Judge, Gwalior

Director
MPSJA