

कार्यालय- प्रधान जिला एवं सत्र न्यायाधीश, उज्जैन (म.प्र.)

पृष्ठांकन कं. 1023 / 2025

30 JAN 2025
उज्जैन, दिनांक -

प्रतिलिपि - समस्त न्यायायिक अधिकारीगण, जिला न्यायालय उज्जैन एवं तहसील न्यायालयों की ओर-

माननीय उच्च न्यायालय म.प्र. जबलपुर का पत्र कं. ए/86 दिनांक 09.01.2025 की छायाप्रति डिजिटल कोर्ट 2.0 के उपयोग में सुविधा हेतु डिजिटल कोर्ट 2.0 की यूजर मैनुअल सूचनार्थ, पालनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

संलग्न - उपरोक्तानुसार.

वास्ते-प्रधान जिला एवं सत्र न्यायाधीश,
उज्जैन जिला उज्जैन.



HIGH COURT OF MADHYA PRADESH, JABALPUR

No. A/86

Jabalpur, Dated:- 09-01-2025

-:- MEMO -:-

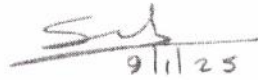
To,

The Principal District & Sessions Judges
All in the State of Madhya Pradesh.

Sub:- Regarding sharing of user manual of Digital Courts 2.0 with
all the Judicial Officers.

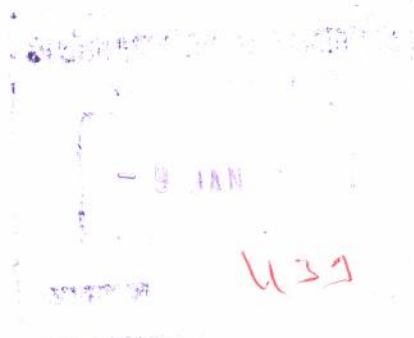
On the abovementioned subject, it is to inform you that Hon'ble the Chief Justice, vide order dated 08.01.2025 has been pleased to permit to share user manual of Digital Courts 2.0 to all the Judicial Officers in the State of Madhya Pradesh for using of paperless/ digital courts with ease to view e-Filed cases / documents and they can view all the case-related e-Filed pleadings, charge sheets, court generated orders etc. of both civil and criminal cases.

Hence, it is requested to share the enclosed user manual of Digital Courts 2.0 with all the Judicial Officers in your District for convenience in using Digital Courts 2.0 accordingly.


9/1/25

(Samresh Singh)
Registrar (I.T.) / CPC

JSA
CA
09.01.25





Digital Courts Web Version

End user manual

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1 General Information

Digital Courts – Green Initiative of Indian Judiciary has been developed to make court paperless/digital with ease to view case-files/ documents while sitting at home. Judges can view all the case-related pleadings, chargesheets, court orders etc of both civil and criminal cases.

In addition to the Desktop Application, Digital Courts is also available as Web application and can be opened directly from the browser irrespective of the operating system.

The document will cover the functionality of the Web Application.

1.1 Key Features

- Facility to monitor the pendency and disposal of cases
- Provision for document viewing
 - View e-Filed cases
 - View Chargesheets
 - View Interim Orders/Judgments
- Integrated with JustIS mobile app
 - For single sign on
 - To view important case marked through JustIS mobile app
- Facility for voice to text conversion
- Facility to translate judgements in multiple languages
- Auto-generation of ODT file using readymade template
- Facility to access eSCR and High Court Judgements
- Facility to mark judgement as important and/or add notes

2 Accessing the application

Access the Digital Courts Web Application using following link

<https://digital.ecourts.gov.in>

Application is available only in the intranet domain.

The Judge can log-in into the system using JustIS app log-in credentials.

Digital Courts

Welcome

Judicial Officer Code:
Judicial Officer Code

Password/PIN:
Enter password/PIN

[Click here to GetForgot Password](#)

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Version 2.0

Disclaimer

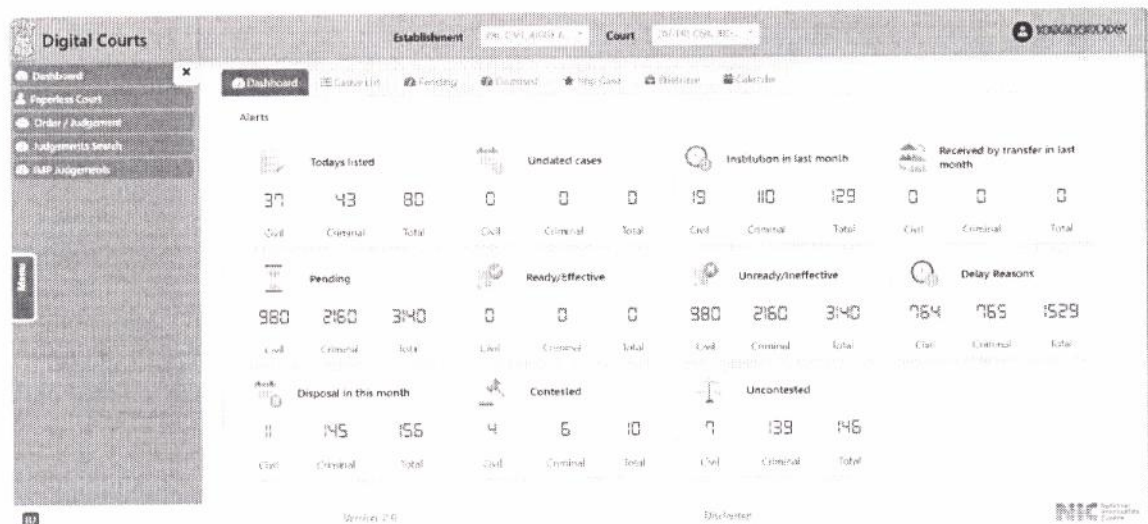
3 Dashboard

Upon successful login, the dashboard is displayed.

The following menu options are available in the system. The menu options can be accessed on the left side of the dashboard.

1. **Dashboard** – Overall status of the cases
2. **Paperless Court** – Enables searching of individual cases and viewing of all the uploaded documents including e-filed documents, chargesheets, interim orders, Court Proceedings and final order/ Judgements in pdf format
3. **Dictation of Order/ Judgement/ Deposition** – Enables dictation of interim orders, judgements, deposition using voice to text facility in English or 8 other Indian languages. Readymade templates are provided to download the draft documents.
4. **Translation of Order/ Judgement/ Deposition** – Facility for translation of the typed/ dictated order into English or other Indian languages.
5. **eSCR/ Judgement Search** – Facility to search eSCR and High Court judgements is provided along with features to mark judgments as important and adding notes to the judgement.
6. **IMP Judgements** – All the judgements marked as important are listed here.

Note: **Principal District Judge** user has additional facility of **Query Builder** to search/ list cases based on combinations of different search criteria.

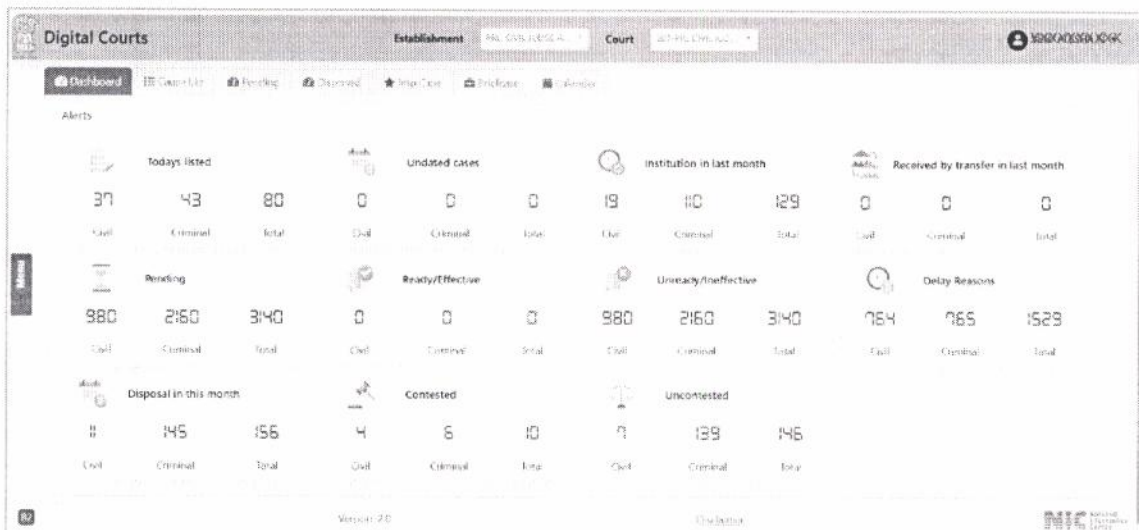


The home page has seven tabs listed. They are:

1. Dashboard
2. Cause List
3. Pending
4. Disposed
5. Imp Case
6. Briefcase
7. Calendar

3.1 Dashboard

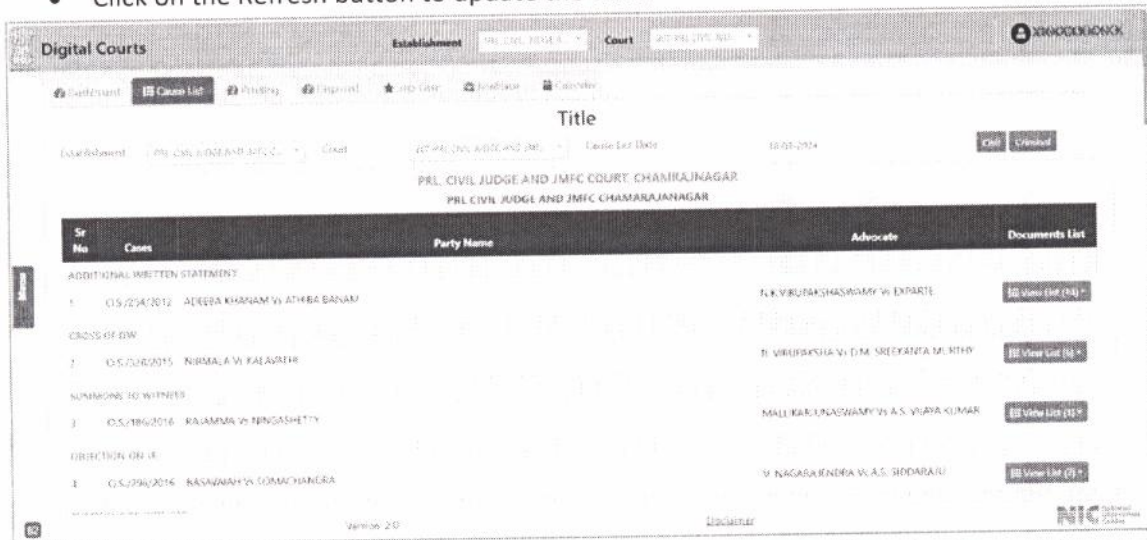
The dashboard provides overall status of cases for the respective Courts and thereby helps in prioritising tasks for effective Court management. Drill down facility is available for all the counts. Counts of listed, pending, disposed, undated, delayed, transferred cases are available on the dashboard.



3.2 Cause List

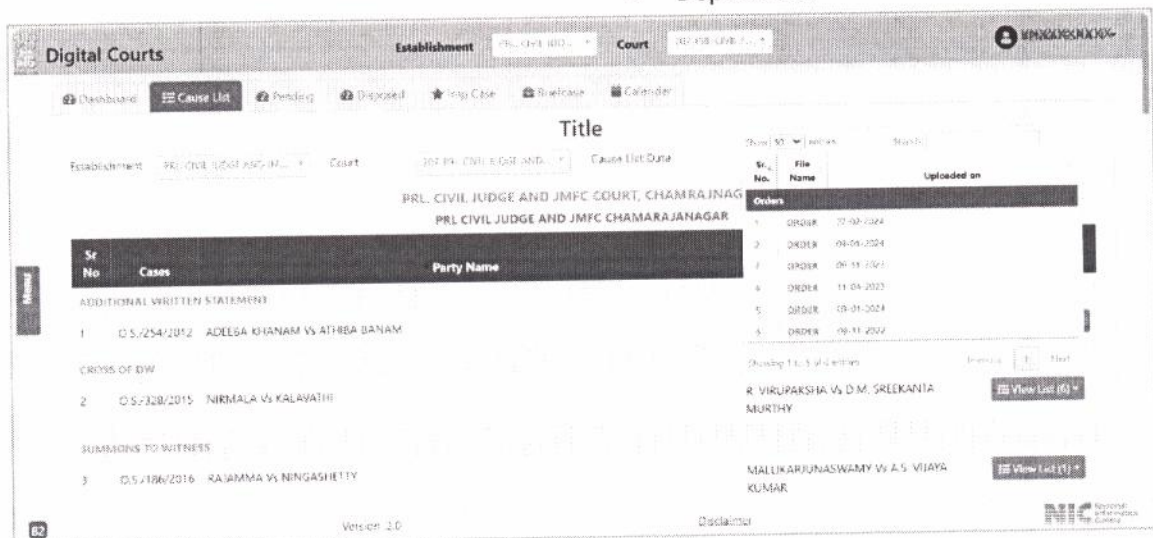
In the Cause List tab, the date-wise cause list is displayed.

- Select Establishment, Court and Date.
- Click on civil or criminal button to view respective cause list.
- Click on the Refresh button to update the data.



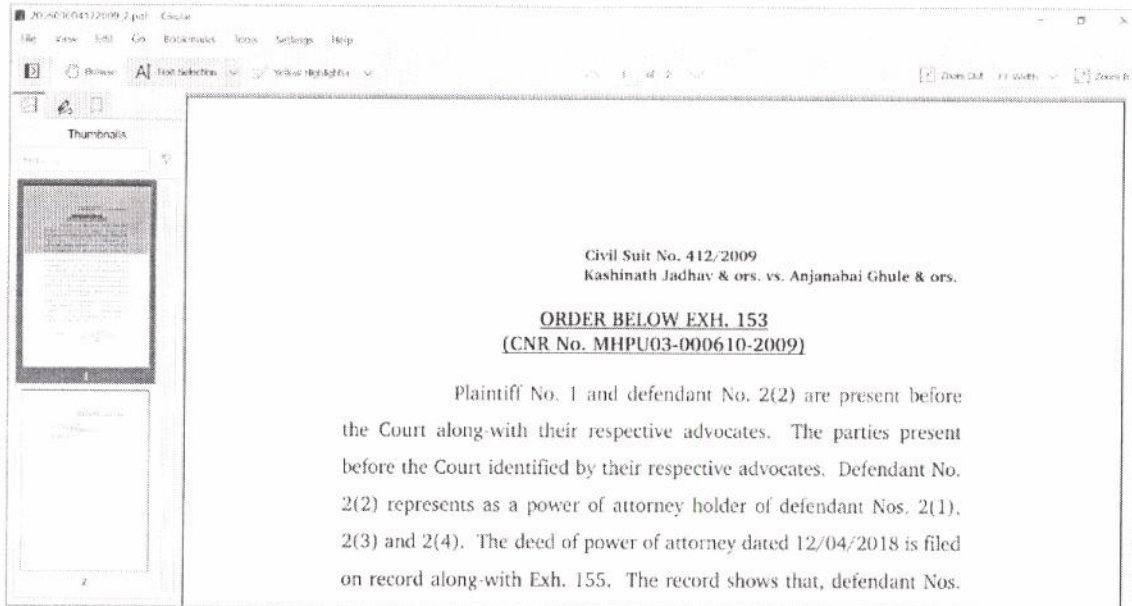
For each case, the user can click on View Files to see the relevant case files. The types of files that can be accessed are:

- E-Filed documents
- Order/ Judgement
- Chargesheet
- Case Proceedings
- Depositions



- All documents uploaded by the court and documents submitted by parties through eFiling are available for viewing.

Click on the filename to view the file.



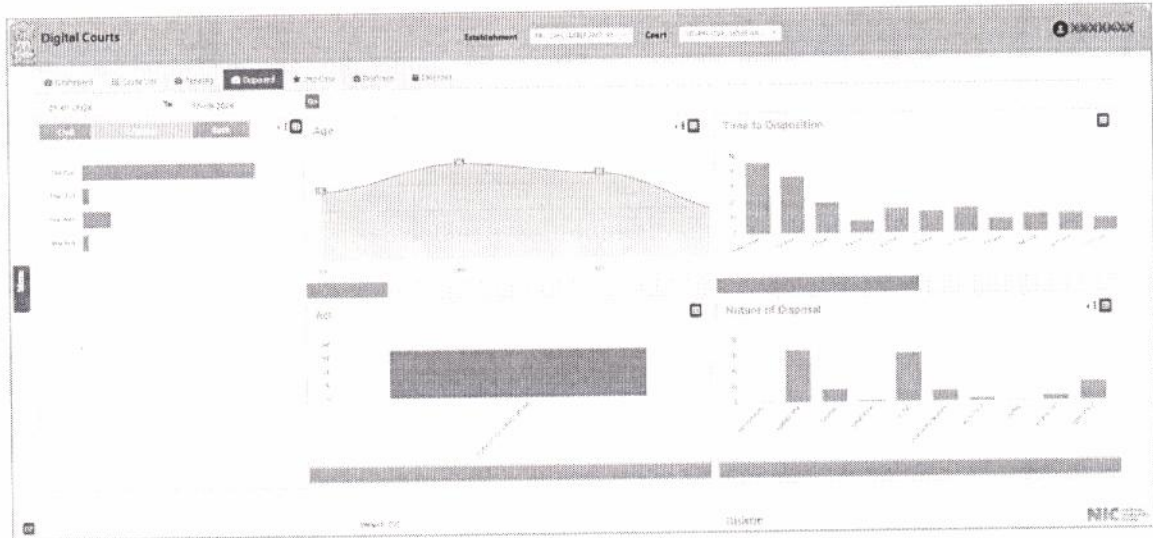
3.3 Pending

The dashboard gives all the pendency related data. The data is available in grid form as well as graphical form. Additional filters of case type and case category are provided for deeper analysis.



3.4 Disposed Dashboard

The dashboard provides disposed cases data for different parameters. All the facilities are similar to Pending dashboard.



3.5 Imp Cases

All the cases, which are marked as important in the JustIS mobile app, are visible through this tab.

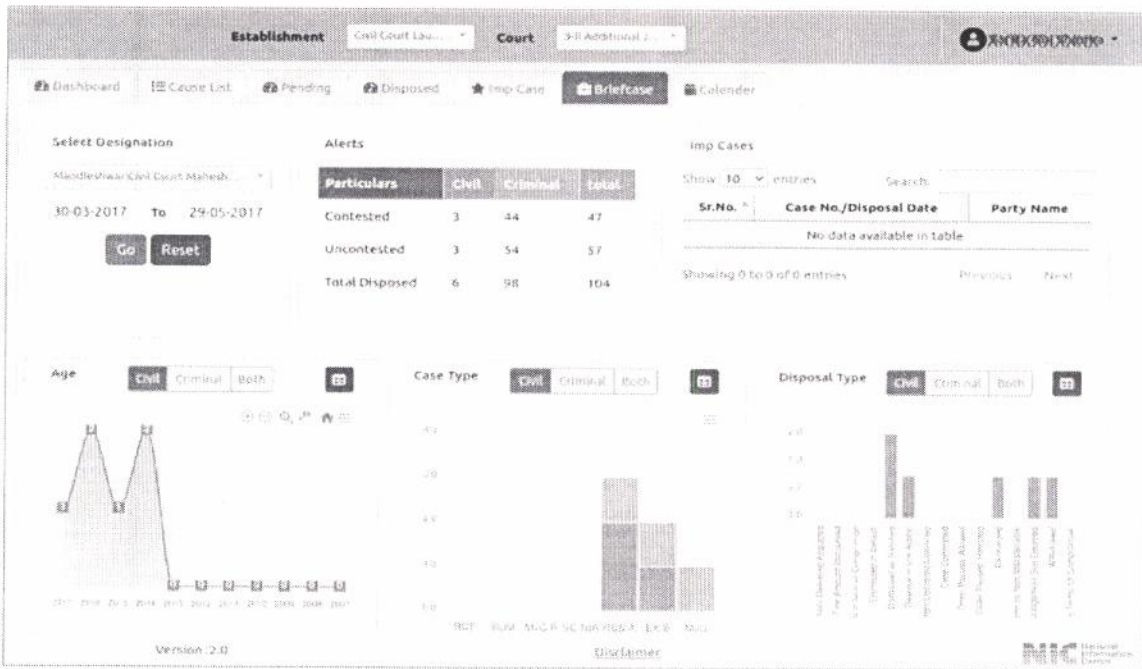
The screenshot shows the 'Imp Case' tab in the Digital Courts application. It displays a table of important cases. The table has columns for 'Sr No', 'Case No/Disposal Date', and 'Party Name'. The cases listed are:

Sr No	Case No/Disposal Date	Party Name
District & Session Judge		
District Session Judge		
1	Regular Civil Appeal/1282/2024 01-01-1970	1 State Government Vs Manihal and one other
2	Regular Civil Appeal/1283/2024 01-01-1970	Rambabu Chamsauriya Vs Piyush Chamsauriya and two other
ADJ(Pocco)/Spl Judge		
District Session Judge		
3	CRIMINAL APPEAL/1284 01-01-1970	Apchari Lowlesh Luhar Vs 1 State Government
District & Session Judge		
District Session Judge		
4	Regular Civil Appeal/1285/2024 01-01-1970	Smt. Tezliya Bano ulf naya bano Vs Suresh
5	Regular Civil Appeal/1286/2024 01-01-1970	Pranish Vs Pratap Singh

The table also includes a 'Showing 1 to 5 of 5 entries' indicator at the bottom.

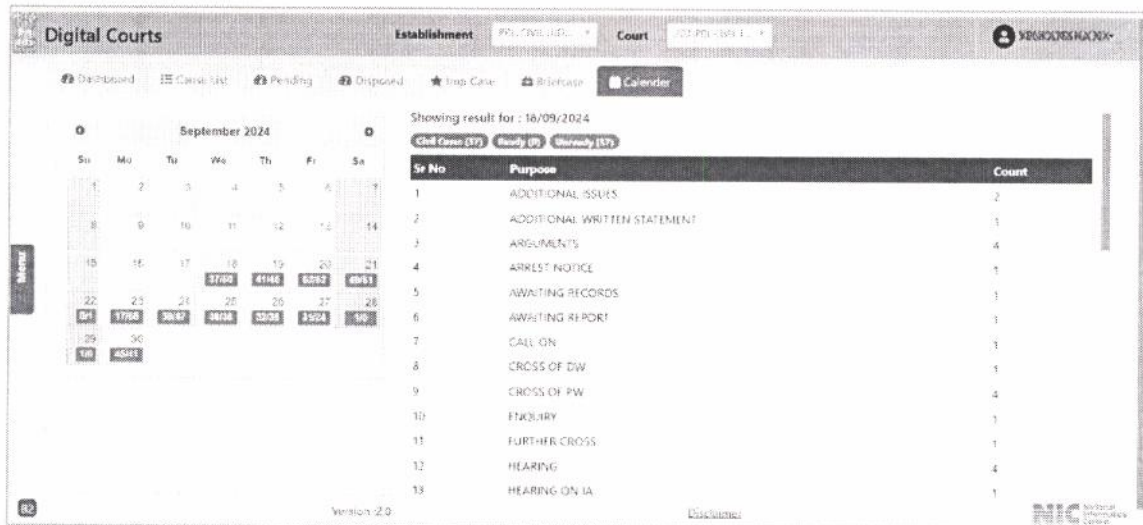
3.6 Briefcase

The facility enables Judges to view cases disposed during earlier presided Courts. Once the briefcase tab is selected, the user will be prompted to select designation; period for the selected designation will be automatically reflected in the date range.



3.7 Calendar

Similar to JustIS mobile app, cases for selected date are listed along with ready and unready counts.



4 Paperless court

The menu enables judge to review all the case details and documents related to a case. The cases may be searched individually or through cause list.

Select Paperless court → View case pleadings

Case can be selected from cause list or searched individually.

4.1 Cause List

Refer **Section 3.2** for details

4.2 Individual Cases

The form enables Judge to search individual case. List of all the documents available for the selected case is displayed. Click on the file name, to view the file.

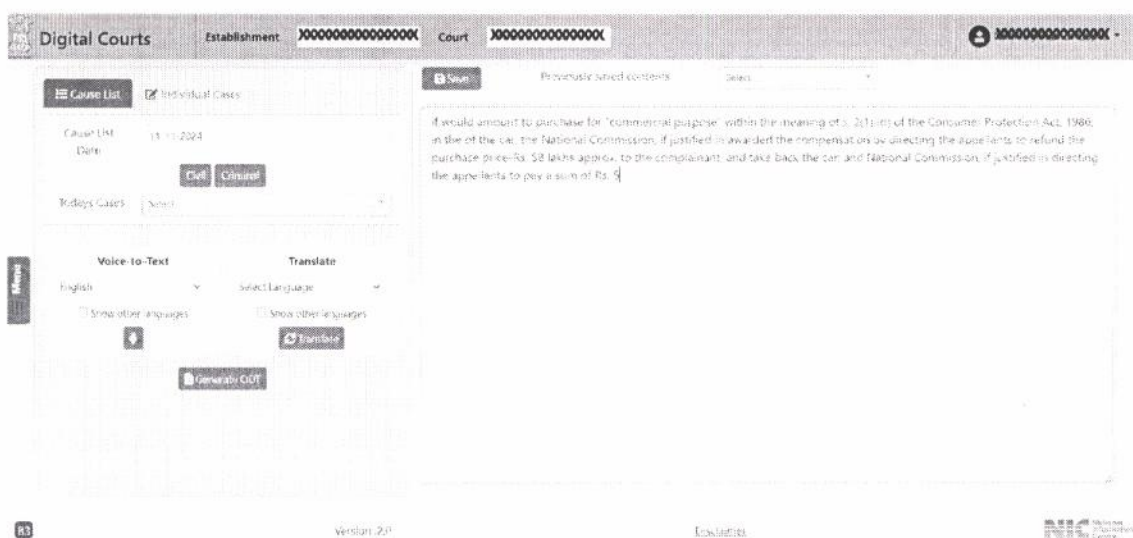
The screenshot displays the 'View Case' page. At the top, there are dropdown menus for 'Establishment' (FEL CIVIL JUDGE AND JUDGE) and 'Court' (25-FEL CIVIL JUDGE). Below these, there are search filters for 'Case No.' (50) and 'Year' (2017). A table lists documents with the following data:

Sr. No.	File Name	Uploaded on
1	ORDER	09-03-2024
2	ORDER	12-12-2017
3	ORDER	24-03-2023
4	ORDER	31-01-2024
5	ORDER	17-01-2024
6	ORDER	13-12-2023
7	ORDER	13-12-2018
8	ORDER	24-03-2023

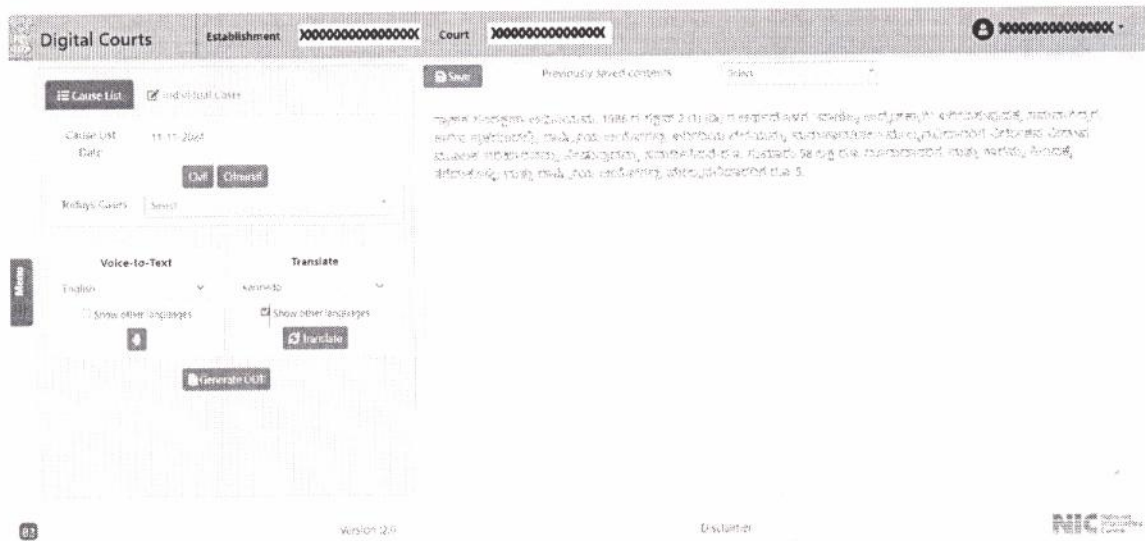
5 Order/ Judgements

The facility allows dictation of Order/ Judgement/ Deposition in English and 8 other Indian languages using voice to text facility. Once dictation is completed, facility is available to edit the document. The document can further be downloaded in ODT format using readymade templates.

- Select the case
- Select language for voice to text conversion. Total 8 languages are available for selection.
- Click on the mic icon and start reading, text will be displayed in the text window. Click on the 'stop' icon to stop the voice to text conversion. Edit the text, if required.
- Click on the Generate ODT button to download the order in .odt format. Downloaded order can be further edited.



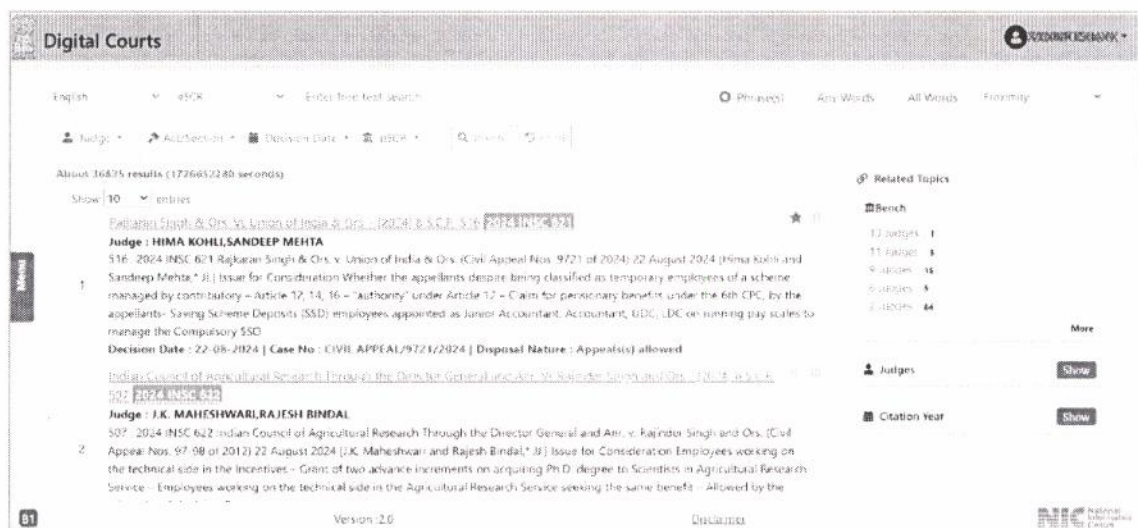
- If typed/ dictated content is also required in other language/s, select the required language (Convert Into language) and click on the Convert button.
- Click on Generate ODT to download .odt file. Downloaded file is editable.



6 Judgement Search

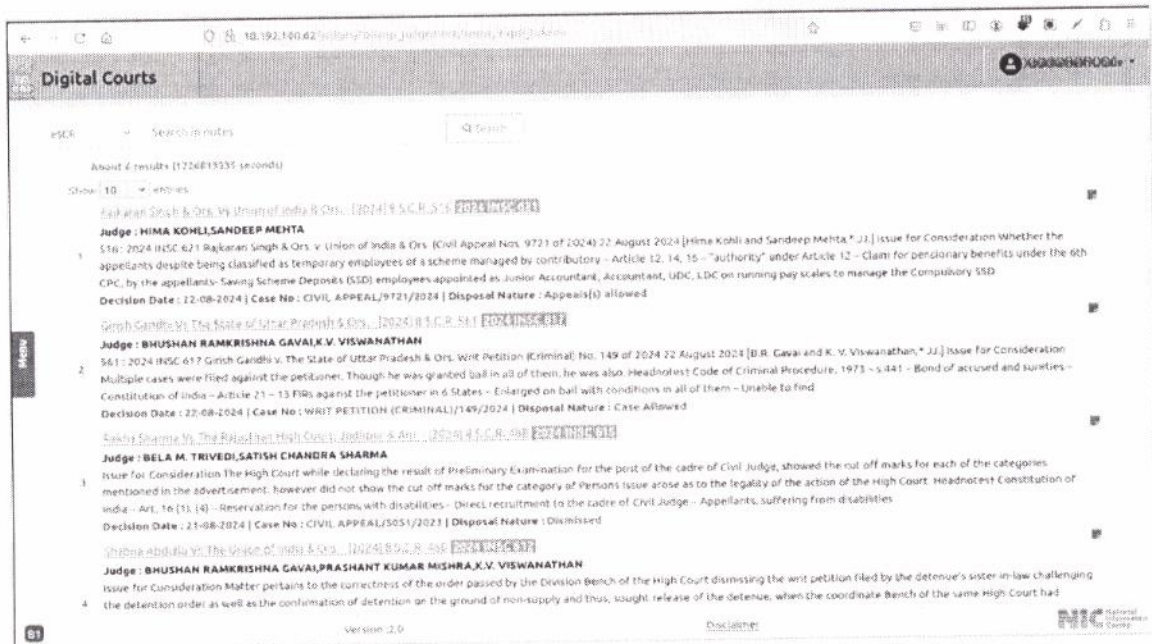
The menu provides access to eSCR and High Court Judgement Search portal. User can search the eSCR or High Court judgments using various search criteria. Facility is provided to mark a eSCR/ High Court judgement as important by marking ‘*’ for future reference. Notes can also be added for the marked judgement.

- Click on the star icon to mark judgment as important
- Click note icon to add notes



7 Important Judgements

All the judgements marked as important are displayed. Judgements can be searched based on keywords in notes. Corresponding notes can also be viewed by clicking on the Note icon.



8 Query Builder (Only for PDJ)

The menu is available only for Principal District Judge user and allows customized report generation. Options are provided to select multiple criteria or different combinations of various criteria to view the respective case list/generate report. The list can further be viewed case type wise or stage-wise by selecting corresponding tab.

The screenshot displays the 'Digital Courts' web application interface. At the top, there are navigation tabs for 'Case List', 'Case Type Wise', and 'Stage Wise'. Below these, there is a search bar and a 'Show 10 entries' dropdown. The main content area features a table with the following columns: Sr No, CNR, Case Number, Year, Party Name, Date of Filing, Date of Registration, Acts, Section, Next Date, Next Stage, FIR No, Station Name, and De. The table lists several cases, including those from Maharashtra and West Bengal. On the right side, there are filters for 'Pending' and 'Disposed' cases, and a list of filters such as 'Case Type', 'Filing Date', 'Registration Date', 'Hearing Date', 'Stage', 'Order Received', 'Next Case Step', and 'Party Status'.

Sr No	CNR	Case Number	Year	Party Name	Date of Filing	Date of Registration	Acts	Section	Next Date	Next Stage	FIR No	Station Name	De
1	MHWR01000292923	M.A.P. J. / 27/2023	2023	Nandabai Nandharao Dinkar vs Tel	04-01-2023	05-01-2023	CODE OF CRIM. PROCEDURE	302	01-10-2024	COMPLIANCE			
2	MHWR010005991024	M.J.C. 2067 / 11/2024	2024	Sau. Jyotsna Jaisankar Borkar vs. Jankar Ramji Borkar	18-04-2024	19-04-2024	CODE OF CIVIL PROCEDURE	241(B)(ii)	08-10-2024	HEARING			
3	MHWR010009961014	M.L.E. 95 / 89/2024	2024	Rameshwar Krishna vs Mayur Sridhar Korpale	02-07-2024	03-07-2024	IMPRISON ACT	1	24-09-2024	ANALYSE SERVICE			
4	MHWR010019012023	M.A.P. / 30 / 2023	2023	Rajarama Ramakrishna Chakraborty vs The Oriental India Insurance Co Ltd	12-12-2022	13-12-2023	MOTOR VEHICLES ACT	164	01-10-2024	STEPS			
5	MHWR010012702024	R.C.A. / 88 / 2024	2024	Smt. Lakshmi Kulkarni vs State of Maharashtra	09-08-2024	12-08-2024	CODE OF CRIMINAL PROCEDURE	94	07-10-2024	STEPS			
6	MHWR010022402024	Tyoti / 2024	2024	Harshada Ram Meghe vs Jant Bha...	20-09-2024	22-09-2024		3203	11-09-2024	HEARING			