

Upload Case Document

Step 1: Search for CASE INFORMATION as explained in the “SEARCH CASE INFORMATION” section

Step 2: Select the Case Id for which you would like to upload a Document and click on ADD CASE DOCUMENT button

The screenshot shows a web browser window with the URL `http://localhost:8090/loms/addcasedoc.action`. The page title is "Lawyers office management system" with the tagline "your smartest junior". The navigation bar includes links: [Welcome :loms_mstr], [Manage Case], [Edit Product Settings], [Service Request], [Search Judgments], [Change Password], [Change Security Questions], and [Logout]. The left sidebar lists various modules: CLIENT MANAGEMENT, CASE MANAGEMENT (with sub-items: Add Case, Add Case Hearing, Add Case Document, Manage Case, Manage Case Document), EMPLOYEE MANAGEMENT, INCOME & EXPENSE MANAGEMENT, QUICK LINKS, LAW STANDARD INFO, REMINDERS, COMMUNICATION, CASE JUDGMENTS, TEMPLATES, and BOOK SHELF. The main content area is titled "Add Case Document" and contains a form with the following fields: Case ID (CID100022), Client ID (CL100000), Document Path (with a "Browse..." button), and Comments (with a text area and a "Go" button). Below the form are three buttons: Add, Reset, and Back. A red asterisk indicates that marked fields are mandatory.

Step 3: Browse and locate the Case Document and click on the Add button. Once the Case Document is added to the database, the application will give a message *“Document has been added successfully”*.

NOTE: Case Document is a mandatory field. The application will not allow the user to add a case document without the value for this field. Case Document size cannot exceed 5 MB.

This screenshot shows the same "Add Case Document" form as the previous one, but with a green success message at the top: "Document has been Added Successfully." The form fields remain the same: Case ID (CID100022), Client ID (CL100000), Document Path (with a "Browse..." button), and Comments (with a text area and a "Go" button). The "Add", "Reset", and "Back" buttons are still present at the bottom of the form.