Lighthouse	Document Name	Object Help Document		
Info Systems Pvt. Ltd. Menu Code 01.709		01.709.17		
SINCE 1987	Process Name	Court Master		
Release Version	1.0	Document No		
Release Date	01-June-2018	Pages	Page - 1 - of 4	

01.709.17 - Court Master

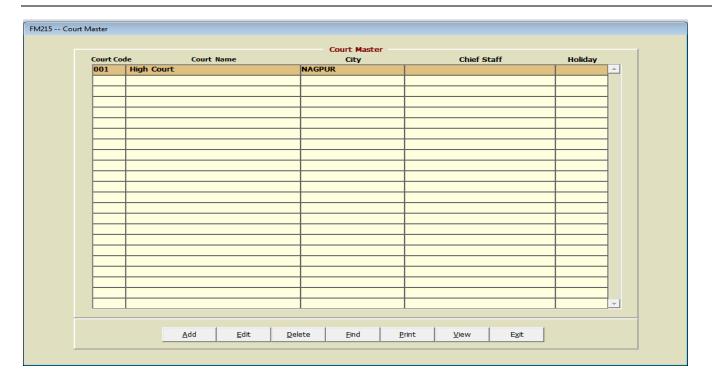
PROCESS OVERVIEW

This Master form is used to define List of Court. We can save the details for list of Courts, like City including Address, Chief Staff & Holiday.

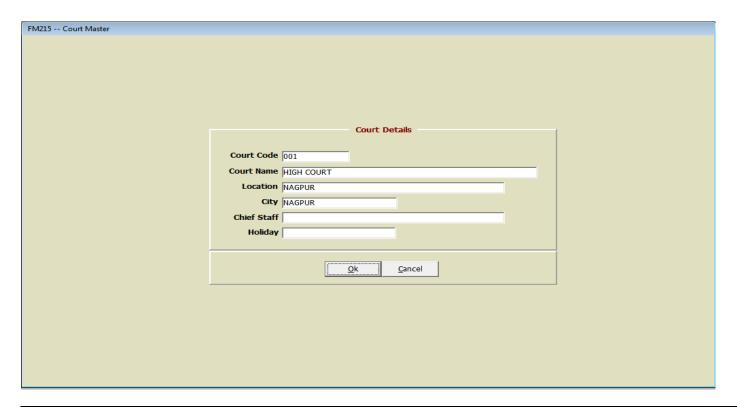
PROCESS PRE-REQUISITES

To perform this process <u>User Rights</u> are required for the Form specifically for *New*, *Edit*, *Delete* and *Print* function.

PROCESS DETAILS



Lighthouse	Document Name	Object Help Document	
Lighthouse Info Systems Pvt. Ltd.	Menu Code	01.709.17	
SINCE 1901	Process Name	Court Master	
Release Version	1.0	Document No	
Release Date	01-June-2018	Pages	Page - 2 - of 4



BUTTONS	DESCRIPTION
Add	To Add new record.
Edit	To Edit the selected record. We can change the City, Address, Phone R, Phone O.
Delete	To Delete selected record.
Find	To find Records.
Print	To Print the list of Advocates.
View	To View the selected record.
Exit	To Exit from the opened form.

Lighthouse	Document Name	Object Help Document	
Lighthouse Info Systems Pvt. Ltd.	s Pvt. Ltd. Menu Code 01.709.17		
SINCE 1301	Process Name	Court Master	
Release Version	1.0	Document No	
Release Date	01-June-2018	Pages	Page - 3 - of 4

Work Step -

Step 1 Press Add Button

Step 2 Enter Court Code (Max. Five Digit)

Step 3 Enter Court Name

Step 4 Enter Location

Step 5 Enter City

Step 6 Enter Chief Staff

Step 7 Enter Holiday

Optional Data Fields

Location

City

Chief Staff

Holiday

Tips and Tricks

Not Applicable

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Court Code	To add court code	R	Enter the Numeric or alpha bates. Maximum 5 digits
Court Name	To add name	R	Define Court name in field
Location	Define the Location	0	Enter location where the court belongs
City	Define the City	0	Enter city

Lighthouse	Document Name	Object Help Document		
Info Systems Pvt. Ltd.	Menu Code	01.709.17		
SINCE 1987	Process Name	Court Master		
Release Version	1.0	Document No		
Release Date	01-June-2018	Pages	Page - 4 - of 4	

Chief Staff	Name of Chief Person	0	Enter name of person if required
Holiday	Holiday day in a week	0	Enter holiday if required

R = Required, O = Optional, C = Conditional