



## Synergy International Systems

# Case Management Systems (CMS)

## Overview

Synergy's Case Management System (CMS) is an integrated Commercial-Off-The-Shelf (COTS) platform which streamlines and coordinates the work of clerks, judges, attorneys, accountants, clerical staff, and other stakeholders involved in managing civil or criminal court cases. Synergy CMS provides a single system for managing the entire case lifecycle, enabling significant time and cost savings in case processing.

## Core Features of Synergy CMS

Synergy CMS offers rapidly customizable modules for data entry, e-filing, case workflow management, document management, scheduling, and billing capabilities in one platform. Synergy CMS allows secure role-based access to sensitive information as well as public login for improved citizens' access to justice.

### Secure Role-based Access

To ensure the security and confidentiality of sensitive legal data, system admins grant users field-level access to modules of the CMS based on their position within the court and the stage of the workflow, thereby ensuring that users can only view or edit the information they need to carry out their job functions.

### Integrated Case Record Management

Backlogs of unprocessed cases are a major challenge for court systems with limited resources. Synergy CMS creates a single case record across multiple justice sector entities, and built-in Case Workflow allows for automated filing, processing, approvals, appeals, reproduction, and editing of case documents.

### My Workspace

This module allows judicial officials to interact directly with their portfolio of cases to manage, edit and take action on cases electronically. Synergy CMS provides a safe electronic file repository for online access to files, thereby preventing loss and physical damage of files.

### e-Filing and Registration

Through Synergy CMS, lawyers can file case documents electronically, reducing the burden of paperwork for the court system in opening cases and ensuring that all documents are completed and filed correctly.

### Case Workflow Designer

Synergy CMS Workflow Designer can create and modify case-flow processes and user roles on-the-fly, allowing rapid adaptation of the Synergy CMS to new legal processes and institutions.

### My Calendar, with MS-Outlook integration

The My Calendar module allows court officials to schedule hearings, tasks, and meetings for themselves or other court staff,

### Intelligent Case Allocation

Synergy CMS automatically allocates new cases to judges, according to their existing caseload, case weight, and subject, thus ensuring an efficient distribution of work and reducing the time required to resolve cases.

### Audit Trail

This function of Synergy CMS allows senior officials to track the exact status of a particular case, when changes were made, and by whom.

### Reporting and Analytics

The Synergy CMS reporting module automates the production of customizable reports, lists, and charts, and "Public Views" allowing the controlled publication of performance information, and increased transparency and accountability. Reports, charts and graphs can be exported to Word, Excel, PDF, etc.

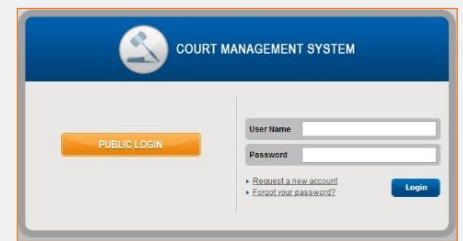
### e-Payment

Synergy CMS offers a secure e-payment module for handling payment, which retains all information relevant to the payment of court fees, deposits or fines.

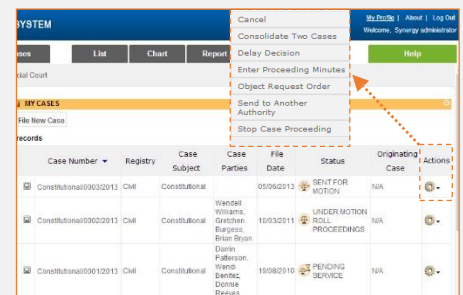
### Generate Forms and Certificates

Customizable templates allow the creation and editing of subpoenas, warrants, affidavits, orders, decisions, etc.

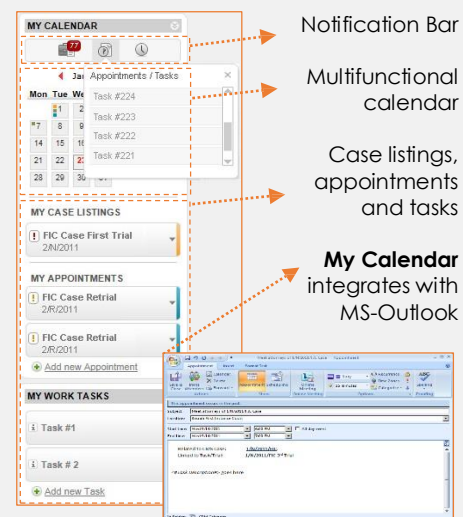
## CMS Screenshots



Secure, role-based web access



My Workspace provides single registry for case filing, processing and tracking

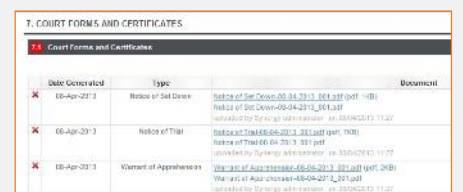


Notification Bar

Multifunctional calendar

Case listings, appointments and tasks

My Calendar integrates with MS-Outlook



Automated generation of court forms and certificates



Flexible reporting, analytics, and public dissemination of case statistics, and online access to judicial services