

# JURY MANAGEMENT



Office Automation Consultants, Inc. (OAC) provides Jury Management software that offers control over jurors tracking, both during the qualification and summoning process and actual jury service.

OAC's Jury Management software accommodates juror information from *multiple sources* including: voter registration rolls, drivers license files, lists of graduating seniors from local school boards, etc.

OAC's Jury Management software provides the following functions:

- Tracking questionnaires for qualification
- Issuing of no response to questionnaires notices
- Tracking qualification status of jurors
- Tracking excuse status of jurors
- Random selection of jury pools including primary and standby jurors
- Random selection of jury panels from jury pool
- Reallocating jurors from one pool to another
- Issuing summonses
- Juror check-in
- Posting of juror payment checks
- Jury history information

Output notices and reports that are generated by OAC's Jury Management software include:

- Juror questionnaires
- Questionnaire listing by pool
- Report on jurors receiving questionnaire
- Summonses issued
- Report on jurors issued a summons
- Roll call report
- Jury pool report (includes names of individuals and payment information)
- Juror mailing labels
- Juror data base query for both detail and brief listings
- Deceased jurors file listing
- Exempted jurors by reason code report
- Qualified juror file statistics
- Jury panel sheets (roll call report)
- Pre-payment check register
- Payment checks
- Post-payment check register

The ACTS software is available on numerous of mainframe, minicomputer, workstation and PC hardware platforms, most operating systems including UNIX and all major network protocols. Optional features that can be included with OAC's *Jury Management* software are digital imaging of Juror information (qualification form, signature card, etc.) and bar code processing for quick reference of juror information.

For more information call:

Vincent J. Ambrosia – (504) 467-8000

Web Page – [www.oacsoftware.com](http://www.oacsoftware.com)



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