

To View Court Commitments

Enter Inmate's DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Offender Tab

Commitments

Court Commitments

Click on the blue prefix hyperlink to view more details.

To see more information click on the blue count hyperlink under the "Related Sentence Components" section.

Note: Every case with restitution accounts has an "unknown" restitution account which contained the original obligation and should = 0

You may click on the blue hyperlink to view a specific account.

You may click on the Transaction hyperlink to view a specific transaction.

To View an Offender's Commitment's Components

Enter Inmate's DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Offender Tab

Commitments

Sentence Components

Click on the commitment hyperlink to view more information.

Click on the recorded date hyperlink under the "Sentence Status Changes" section to view more information.

To View an Offender's Balance

Enter DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Offender Tab

Financial Obligation/Fees

Balance Inquiry

You may search across all cases by leaving the prefix and case number fields blank and clicking "Search".

You may select a specific commitment prefix and view the balance for it by clicking "Search".

Note: There may be a supervision fee account associated with a prefix, and its balance is included in the total. You need to subtract the supervision fee balance when figuring the offender's court obligation balance due.

You may view the supervision fee transaction history by navigating to the "Offender/Payee Accounts" screen and clicking on the hyperlink associated with the supervision.

To do this:

Open: Offender Tab

Financial Obligation/Fees

Offender Payee Accounts

To View the Offender/Payee Accounts

Enter DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Offender Tab

Financial Obligations/Fees

Offender/Payee Accounts

To View an Offender's Payment History

Enter DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Offender Tab

Financial Obligations Fees

Offender Payment History

Click on the date hyperlink to view more details about a particular payment.

View Offender Payment Information

General Information - DCC Offenders

Click on the DCC Offender by Name Tab.

Fill in Search Criteria to complete your Search.

Click on the hyperlink of the Offender you wish to view information on.

Note: If you know the Offender's Number, Enter DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Supervision Tab

DCC Offender Record

DCC Offender Synopsis

To view more information about this Offender you may check the desired boxes of information you wish to search for.

Click **Search**

General Information - DAI Offenders

Click on the Inmate By Name Button

Fill in Search Criteria to complete your Search.

Click on the hyperlink of the Offender you wish to view information on.

Note: If you know the Offender's Number, Enter DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Prison Tab

Inmate Record

Inmate Synopsis/Chronology

To view more information about this

Offender you may check the desired boxes

of information you wish to search for.

Click **Search**

To View an Inmate's External Movements

Enter DOC or PID number in the Offender Search Box and Click the Blue Arrow.

Open: Prison Tab

Population Tracking

External Movements

To View more information on a specific movement, click on the date hyperlink.