



WVClerks - Hearings Tab

This document will show you how to use the Hearings Tab.

Hearings Tab

On the Hearings Tab, you can add, edit, and delete any dockets that have already been added to the Judge's Calendar.

Edit Delete Case Refresh Create Order Merge Cases Unmerge Cases Quick Views

Court: Circuit **County:** 60 - Marion - CORE **Case Number:** CC-60-2017-C-1
Judge: Bob Iger **Created Date:** 1/5/2017 **Status:** Open
Case Type: Civil **Case Sub-Type:** Contract **Security Level:** Public
Style: Conard Smith v. John Hammond

Case Information Parties Attorneys Financials Docket Entries Documents Hearings Audit Trail Notes

Add Edit Delete Refresh Export

| | Judge | Hearing Date | Location | Docket Type | Description |
|----------------------|----------|--------------------|----------|-------------|---------------------------|
| View | Bob Iger | 3/21/2017 12:00 PM | A | Motion | Amend, P-001 Conard Smith |
| View | Bob Iger | 3/22/2017 12:00 AM | Place | Motion | Amend, P-001 Conard Smith |



Adding Or Editing A Hearing

When adding or editing a hearing, select the appropriate docket for this case from the drop down menu.

Add/Edit Hearing [X]

Docket: []

| Hearing Date | Location | Docket Type | Slots |
|--------------------|----------|-------------|------------|
| 3/21/2017 12:00 PM | A | Motion | 2 out of 1 |
| 3/22/2017 12:00 AM | Place | Motion | 1 out of 5 |
| 3/23/2017 11:00 AM | Place | Hearing | 0 out of 5 |
| 3/24/2017 12:00 PM | Place | Hearing | 0 out of 4 |

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Regular Hearing

If a regular hearing was selected, click OK to finish. If a motion was selected, you will need to select the motion. When finished, select OK.

