

RVI OneLook – Workflow

User	System	System Description	Workbook Name	Workbook Group	Count
MONTY	3	ADMISSION IMAGES	MONTY		0004
MONTY	9	AP DYNAMICSAX	MONTY		0002
MONTY	9	AP DYNAMICSAX	MONTY	SKIP	0001
MONTY	9	AP DYNAMICSAX	MONTY	Tuesdays Work	0001
LEN	D	AP SYSTEM	LEN		0001
MONTY	A	AP WORKFLOW SYSTEM	*MANUAL		0002
MONTY	B	BANKING DDA SYSTEM	HRDISCREP		0001
MONTY	B	BANKING DDA SYSTEM	HRDISCREP	SKIP	0001
MONTY	C	COURT SYSTEM	EHMPAY		0001
MONTY	C	COURT SYSTEM	MONTY	SKIP	0012
LEN	U	HR WORKFLOW SYSTEM	HR1		0001
LEN	6	INVOICING	HR1		0002
LEN	f	JXE ACCOUNTS PAYABLE	LENP		0013
MONTY	L	PERSONAL PROPERTY	MC2		0001

This is a list of images in all of your work queues that you are authorized to.

Flags	CASE #	FILE DATE	PLANTIFF	DEFENDANT	CASE TYPE	COURT/JUDGE	DOCUMENT TYPE	PRIORITY CODE
	123455	01/09/2017	B WIDDOW	R WIDDOW	B	DAGGET	GARNISHMENT	
	123455	01/09/2017	B WIDDOW	R WIDDOW	B	DAGGET	GARNISHMENT	
	123455	06/07/2017	B WIDDOW	R WIDDOW	A	DAGGET	ORDER	
	123455	06/07/2017	B WIDDOW	R WIDDOW	A	DAGGET	ORDER	
	123455	06/07/2017	B WIDDOW	R WIDDOW	A	DAGGET	ORDER	
	123457	02/15/2017	R HENRY	W HENRY	A	DAGGET	GARNISHMENT TION	
	123457	02/15/2017	R HENRY	W HENRY	A	DAGGET	GARNISHMENT TION	
	241781	04/22/2017	E ZEND	H POTTER	C	MONTOGUE	PETITION	
	241781	04/22/2017	E ZEND	H POTTER	C	MONTOGUE	PETITION	
	241780	03/15/2017	E ZEND	H POTTER	C	MONTOGUE	FIRST SUPPLEMENTAL	
	241780	03/15/2017	E ZEND	H POTTER	C	MONTOGUE	FIRST SUPPLEMENTAL	
	123455	01/09/2017	B WIDDOW	R WIDDOW	B	DAGGET	GARNISHMENT	1

When you select one of the work queues you will get the list of images in that Basket.

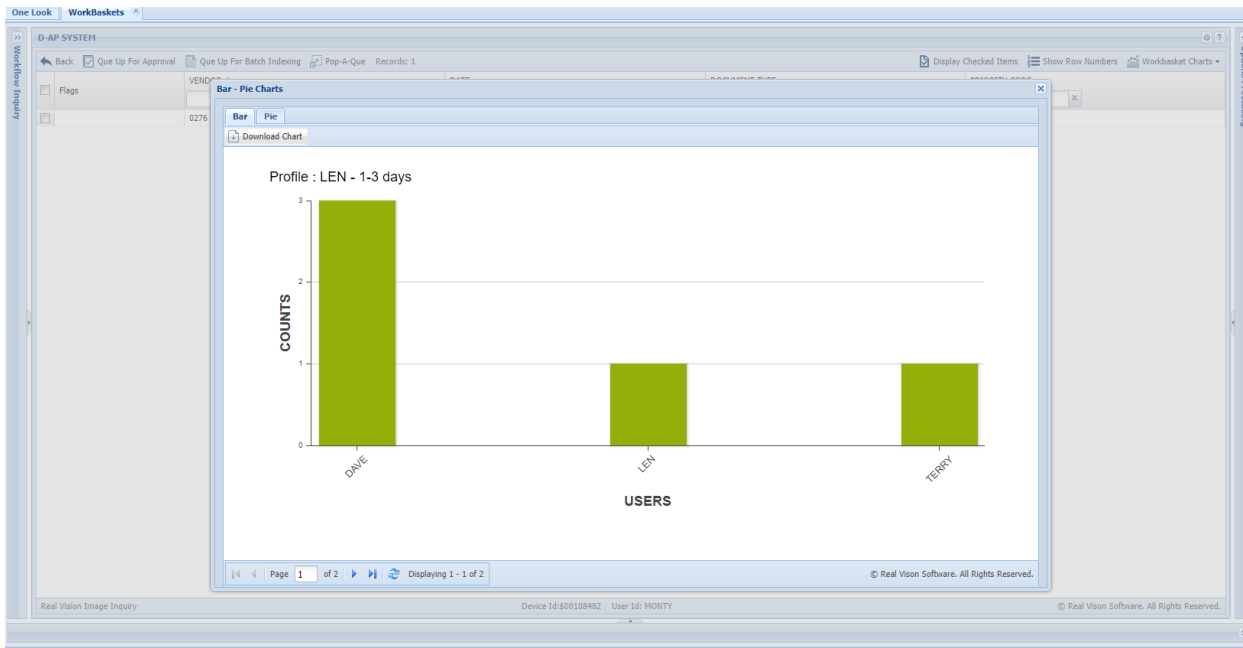
You can see if it has stapled documents, notes, call back reminders, packages etc. from the list.

If you click on the notes button you will see the notes.

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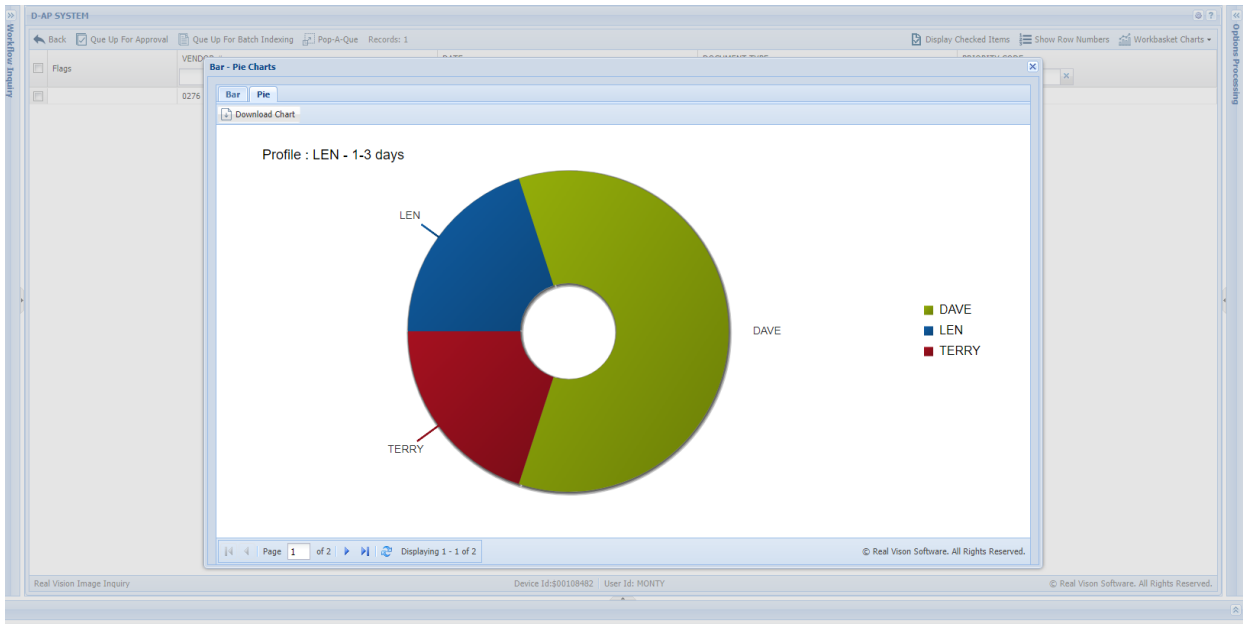
The screenshot displays the 'Workflow Inquiry' interface. On the left, there is a sidebar with 'Queue Up Approval' options, including 'Approve' and 'Disapprove' buttons, and a 'Notes List' section. Below this is an 'Audit Information' section with a list of views and case details such as 'CASE #:', 'FILE DATE:', 'PLANTIFF:', 'DEFENDANT:', 'CASE TYPE:', 'COURT/JUDGE:', 'DOCUMENT TYPE:', and 'PRIORITY CODE:'. A central pane shows a scanned legal document with the following text: 'CIVIL SUIT NUMBER 241780 A', 'DIVISION 1', 'JONATHAN CHASE JARRED', 'NINTH JUDICIAL DISTRICT COURT', 'VERSUS', 'PARISH OF RAPIDES', 'TARA ST. ROMAINE JARRED', 'STATE OF LOUISIANA', 'PETITION FOR DIVORCE AND OTHER RELIEF', and a paragraph describing the petitioner and defendant. A right-hand sidebar contains a vertical menu of actions like 'Back', 'Email', 'Index Details', 'Notes', 'Index Maintenance', 'Approval', 'Batch Indexing', 'Delete From Basket', 'Fax', 'Audit Information', 'Route Information', 'Route User/Profile', 'Move Subgroup', 'Move Profile', and 'Call Back'.

You can even do approvals, disapprovals and all options on button inside OneLook.

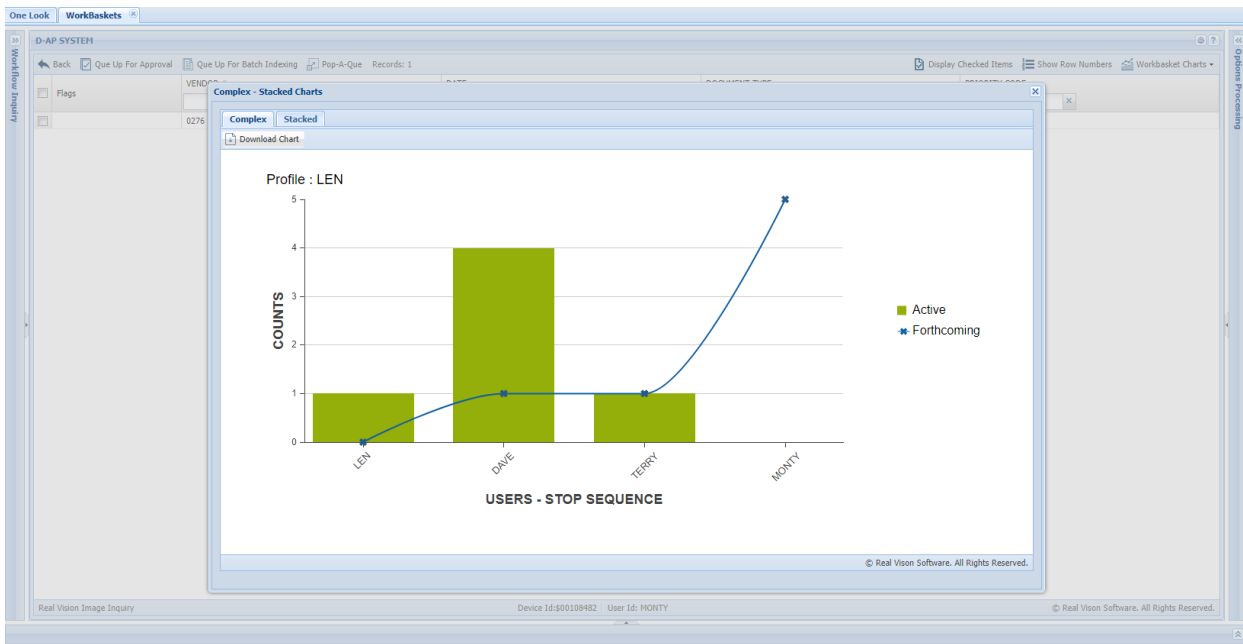


Graphs to show aging of items in this route.

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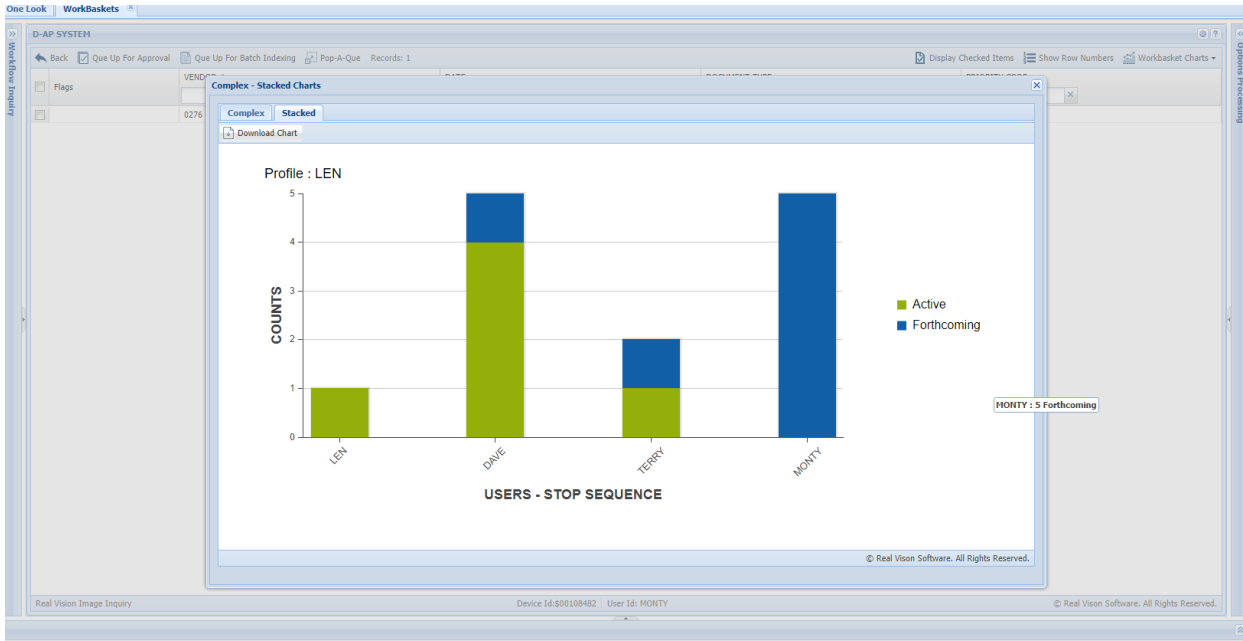


Pie Chart for counts per user.



Count per user showing items not yet in your queue with a line chart.

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Count per user showing items not yet in your queue with a bar chart.