



Odyssey CMS Cheatsheet

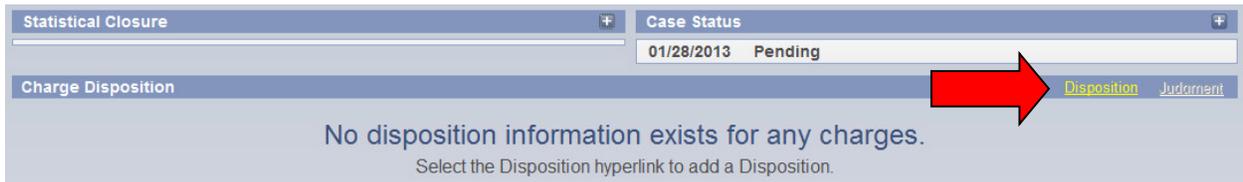
Topic: Amending Charges on a Traffic Ticket after Hearing

Date: 4/19/2013

Summary: This cheatsheet explains how to amend charges on a traffic ticket after a hearing has already occurred.

Important: Odyssey is software owned by Tyler Technologies, Inc. Any screenshots of Odyssey may contain proprietary information that should not be disclosed to non-Odyssey users.

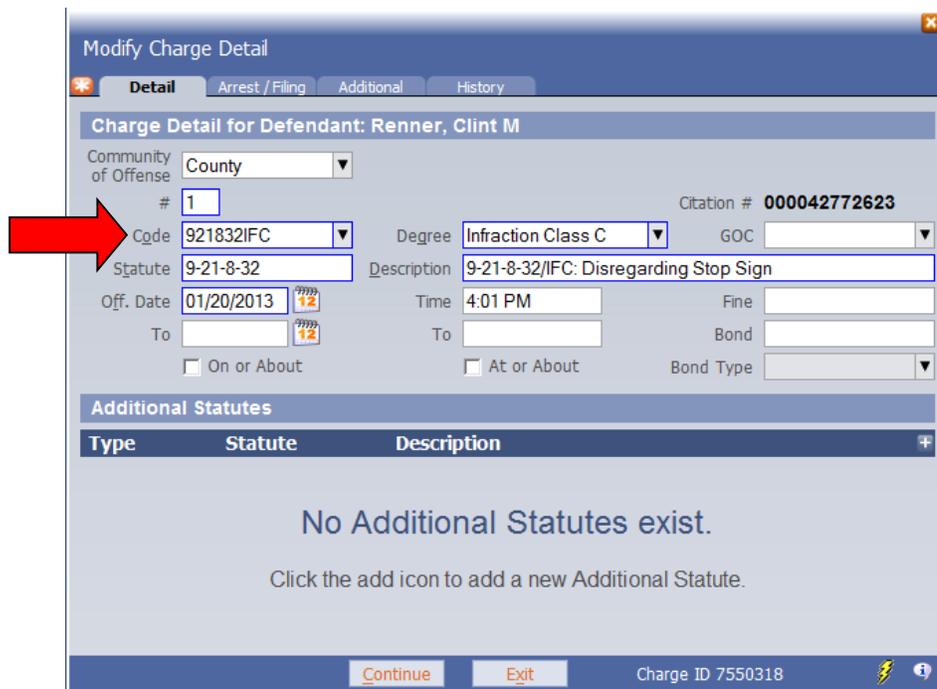
1. Click on the **Disposition** Tab.
2. Click the yellow **Disposition** hyperlink.



3. Click into the charge that needs to be amended.



4. In Code Field put new charge. You can search by using F4 and searching for your charge or you can type in the IC code.





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- Click **Continue** in the Modify Charge Detail screen when the amendment is finished.
- You will now see that the charge has been amended.

Add Disposition

Date: 03/22/2013
 Judge: Cloud, R. Michael
 Comment: Does not affect aging clock

Charges

1. 9-21-8-32/IFC: Disregarding Stop Sign
 01/20/2013 4:01 PM (IFC) 9-21-8-32 (921832IFC)

Disposition: [Dropdown]

Buttons: Save, Exit, Next>>

- In the **Disposition** dropdown field, choose the correct disposition such as Admission, Default Judgment, or Judgment against Defendant.

Add Disposition

Date: 03/22/2013
 Judge: Cloud, R. Michael
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Charges

1. 9-21-8-32/IFC: Disregarding Stop Sign
 01/20/2013 4:01 PM (IFC) 9-21-8-32 (921832IFC)

Disposition: Default Judgment

Buttons: Save, Exit, Next>>

- Click **SAVE**.
- In the **Statistical Closure** field, choose the correct stat closure.

Summary | Detail | Parties | Charges | Events | Service | Hearings | Conditions | Notes | **Disposition** | Time Stds | Financial

State of Indiana vs. Clint Renner
 Type IF - Infraction

Statistical Closure: 03/22/2013 Bench Disposition

Case Status: 03/22/2013 Decided

Charge Disposition

1. 9-21-8-32/IFC: Disregarding Stop Sign
 01/20/2013 4:01 PM (IFC) 9-21-8-32 (921832IFC)
 Disposition: 03/22/2013 Default Judgment

This will send the ticket to the BMV with the correct charge.