



Odyssey CMS Cheatsheet

Topic: Disposition by Offense Codes Report

Date: 5/31/2013

Summary: This report displays cases with a particular disposition(s) and offense(s) in a specified date range.

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. From the Case Manager Home screen, choose **Reporting** → **Case Management** → **Dispositions by Offense Codes**.



2. The criteria should be as follows:
 - Locations (Required field) – Select the locations for which the report is to be run by clicking on the picker to view the *Org Chart*.
 - Case Types (Required field) – Select the case types that should be included in the results.
 - Type “All” to include all case types.
 - To include only certain case types, click on the picker icon to select from a list of case types.
 - Case Sub-Types (Optional field) – Select the case sub-types that should be included in the results.
 - Type “All” to include all case sub-types.
 - To include only certain case sub-types, click on the picker icon to select from a list of case sub-types based on selected case types.
 - Offense Codes (Required field) – Select offense codes that should be included in the report output.
 - Type “All” to include all case types.
 - To include only certain case types, click on the picker icon to select from a list of case types.
 - Disposition Type (Required field) – Select disposition types to be included in the report output.
 - Type “All” to include all case types.
 - To include only certain case types, click on the picker icon to select from a list of case types.
 - Start Date (Required field) – Select the start date for the desired report output. There are two entry options for this field:
 - Type the date into the text box.
 - Use the calendar icon to select the appropriate date.
 - End Date (Required field) – Select the end date for the desired report output. The end date must be after the start date. There are two entry options for this field:
 - Type the date into the text box.
 - Use the calendar icon to select the appropriate date.
 - Date Type (Required field) – Select criteria using the drop down box to specify if the date range is for the file date or the disposition date.
 - Sort Order (Required field) – Select criteria using the drop down box to sort report output.
 - Security Group (Optional field) – May select security groups for inclusion on the desired output
 - Type “All” to include all security groups.



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- To include only certain security groups, click on the picker icon to select from a list of security group types.

Dispositions by Offense Codes Schedule Submit Exit

Displays cases with a particular disposition(s) and offense(s) in a specified date range.

Clear Memorize Recall

Locations: Allen Superior Court 1

Case Type: All

Case Subtype: All

Offense Codes: 117.19: Failure to Stop for Ice Cream Truck when Signal Arm is Extended and Lights are Flashing/FWA

Disposition Type: All

Date Range: Start Date: 01/01/13 Tuesday, January 1, 2013
End Date: t Friday, May 31, 2013

Date Type: Date on Disposition Event

Sort Order: Case Number

Security Group:

List Name:

If this list name already exists for your user-id, the results of this report will overwrite the existing list.

- Clicking the orange **Memorize** button will memorize these criteria in these fields under this report. When you return to this report from the Case Manager Home screen, these criteria will be filled in as you memorized them.
- Clicking the green **Schedule** button will schedule the report to run as a job on a recurring basis.
- Clicking the green **Submit** button will submit the job to the job queue for this one time. You can email the report to yourself using the Add Email Notification Recipients screen that will pop up. Add your email address in the "To" field. The Comment you type in the Comment field will show up on the email sent to you. Be sure that the checkbox next to **Attach Any Files Generated by Job and Keep Files in Job History** is check marked. Click **Finish**.

Add Email Notification Recipients

To: Bob@allenco.gov

Cc:

Bcc:

Comment: Dispositions by Offense Codes 1.1-5.31

Attach Any Files Generated by Job

Attach Any Files Generated by Job and Keep Files in Job History

Copy Job Files to Directory

Directory:

Print to Network Printer

Printer:

Cancel Finish



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Results

Content

Only results matching the search criteria are shown.

Display (see Screenshot)

Results are listed in a grid using the columns listed below. Top section will show selected search criteria. Results will be organized based on the sort options selected during the search criteria section.

1. Case Number
2. File Date
3. Defendant
4. Date of Birth
5. Offense Date
6. Offense Status
7. Degree/Offense
8. Disposition Date
9. Disposition Type

Dispositions by Offense Codes								INSUPREMETEST
Date Range: 10/01/2008 to 10/03/2008		Date Type: Date Entered	Sorted by: Case Number		Offense Codes: (REPEALED)FORMERLY UNDER DNR,**			
Monroe County Circuit Courts Monroe Circuit Court 2								
Monroe Circuit Court 2								
Case Number	File Date	Defendant	Date of Birth	Offense Date	Offense Statute	Degree / Offense	Disp Date	Disp Type
53C02-0607-IF-09 012	07/18/2006	Garrett, Nash T	06/19/1982	06/28/2006	9-18-2-27	Degree Code/ FALSE OR FICTITIOUS REGISTRATION	10/03/2008	Plea Guilty
53C02-0612-IF-18 088	12/15/2006	Howlett, Theodore A	05/20/1966	12/10/2006	9-21-5-2	Degree Code/ EXCEEDING MAXIMUM SPEED (55 MPH)	10/03/2008	Plea Guilty
53C02-0702-IF-02 881	02/06/2007	Aylward, Benjamin J	10/17/1982	02/04/2007	9-24-18-5	Degree Code/ DWS- AINFRACTION	10/01/2008	Dismissed
53C02-0702-IF-02 786	02/07/2007	Lane, Darlene F	03/10/1960	01/26/2007	9-24-18-5	Degree Code/ DWS- AINFRACTION	10/01/2008	Finding of Guilty
53C02-0706-FD-0 0596	06/29/2007	McCarron, Christopher Robert	08/13/1978	06/26/2007	35-42-2-1.3(a)	Felony D/ DOMESTIC BATTERY	10/01/2008	Plea by Agreement
53C02-0709-IF-16 384	09/10/2007	Brown, Heidi	08/12/1960	08/30/2007	9-21-3-7	Degree Code/ DISREGARDING AN AUTOMATIC SIGNAL	10/03/2008	Dismissed
53C02-0710-CM- 04532	10/23/2007	Siegrist, Lewis Robert	04/27/1973	10/21/2007	35-42-2-1.3	Misdemeanor Class A/ DOMESTIC BATTERY	10/01/2008	Plea Guilty
53C02-0711-IF-20 340	11/30/2007	Penoyer, Patrick J	01/23/1986	11/26/2007	9-21-3-7	Degree Code/ DISREGARDING AN AUTOMATIC SIGNAL	10/01/2008	Finding of Guilty
53C02-0801-FD-0 0033	01/15/2008	Aguilar-Ramos, Jorge Danilo	02/11/1980	01/11/2008 01/11/2008	35-43-2-1.5 35-44-3-3(a)(1)	Felony D/35-43-2-1.5/FD: Residential Entry Misdemeanor Class A/35-44-3-3(a)(1)MA: Resisting Law Enforcement	10/01/2008 10/01/2008	Dismissed Plea Guilty
53C02-0802-CM- 00846	02/19/2008	Aguilar-Ramos, Jorge Danilo Aguilar-Ramos, Jorge Danilo	02/11/1980	02/17/2008	7.1-5-1-3	Misdemeanor Class B/7.1-5-1-3/MB: Public Intoxication	10/01/2008	Dismissed