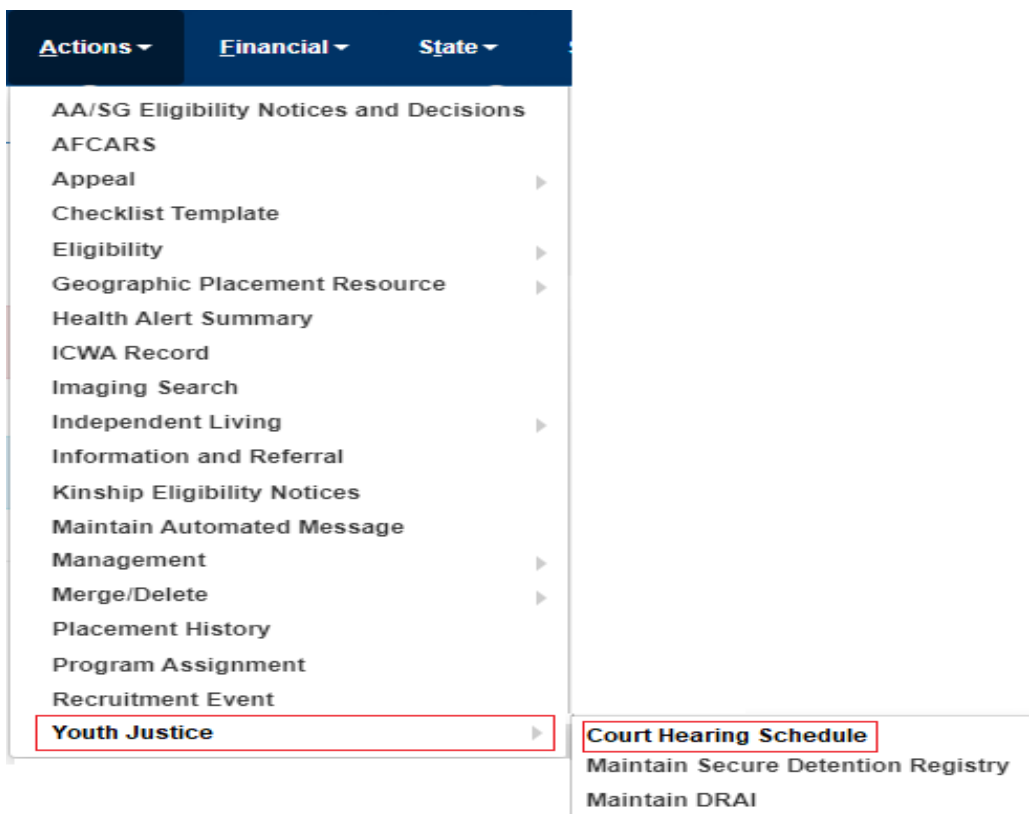



Youth Justice (YJ) Court Hearing Schedule Page

Court Hearing page is intended to be used by professionals from Milwaukee County. This page will gather and display information specific to Court Hearings. This information includes the Hearing Date, Hearing Time, Hearing Type, Judge and Branch. The page can be viewed by Hearing Date or by Youth. Regardless of the page view selected, there is an Export feature that will download a CSV file/Excel document.

1. Accessed from Desktop, Actions drop down.
 - 1.1 Click on Youth Justice and then select Court Hearing Schedule. This will open the Court Hearings page.



2. Initial launch of the page after selecting 'Court Hearings Schedule' from the Actions Menu

eWiSACWIS Print 



View by: Date Youth [Export](#)

Hearings

Date	Time	Youth	Hearing Type	Intake Method	Judge	Branch

[Close](#)

3. Click on the 'Date' radio button and enter the date to view hearings by date.

eWiSACWIS Print  Help 

View by: Date Youth [Export](#)

Hearings

Date	Time	Youth	Hearing Type	Intake Method	Judge	Branch
11/01/2023	01:01 PM	Referral, Max (9233519)	Review	JSDR - 05/30/2023	Jane Carroll	39
11/01/2023	03:30 PM	Banana, Brown (9228375)		DRAI - 05/25/2023		
11/01/2023	01:01 PM	Doe, Joe (9233539)	Review	Manual	Jane Carroll	39
11/01/2023	03:30 PM	Youth, DRAI (9235283)	Hearing	Manual	Kristela Cervera	5

[Close](#)

Information includes Hearing Date, Hearing Time, Youth, Hearing Type, Intake Method, Judge and Branch.

- Click on the 'Youth' radio button to view hearings for selected Youth.

The screenshot shows the eWiSACWIS interface. At the top, the logo 'eWiSACWIS' is on the left, and 'Print' and 'Help' icons are on the right. Below the header, there is a navigation bar with 'View by:' followed by two radio buttons: 'Date' (unselected) and 'Youth' (selected). To the right of the 'Youth' radio button are two hyperlinks: 'Sesame Street (9213912)' and 'Person Search'. Further right is an 'Export' link. Below this is a section titled 'Hearings' containing a table with the following columns: Date, Time, Hearing Type, Intake Method, Judge, Branch, and an empty column. The table contains four rows of data. The third row is highlighted in blue. Below the table, there is an 'Insert' button, and at the bottom right, there are 'Save' and 'Close' buttons.

Date	Time	Hearing Type	Intake Method	Judge	Branch	
11/08/2023	01:01 PM	Review	JS DR - 05/30/2023	Jane Carroll	39	
11/07/2023	03:30 PM		DR AI - 05/25/2023			
11/01/2023	02:30 <input type="radio"/> AM <input checked="" type="radio"/> PM	Review	Manual	Laura Gramling-Perez	32	Delete
00/00/0000	00:00 <input type="radio"/> AM <input type="radio"/> PM		Manual			Delete

A person will be returned from the Person Search page. '[Person Search](#)' hyperlink is displayed when the 'Youth' radio button has been selected. The worker will type the person's name into a person search page. The system will conduct a search of the database for the person's name and names that are similar. eWiSACWIS will return any possible "hits" or matches that it finds.



Refer [Person Management \(wisconsin.gov\)](http://wisconsin.gov) for additional information.

- Additional hearings for the selected youth will be added using [Insert](#). A new row will be inserted with Hearing Date, Hearing Time, Hearing Type, Intake Method, Judge and Branch fields to enter.

This screenshot is identical to the one above, showing the eWiSACWIS interface with the 'Youth' radio button selected. The 'Insert' button at the bottom right of the 'Hearings' table is highlighted with a red rectangular box.

- By clicking on [Save](#) button modified, or newly enter details will be saved.

7. Click on the Export to download hearing information into a CSV file/Excel document.

eWiSACWIS Print  Help 

View by: Date Youth [Sesame Street \(9213912\)](#) [Person Search](#) Export

Hearings

Date	Time	Hearing Type	Intake Method	Judge	Branch	
11/08/2023	01:01 PM	Review	JSDR - 05/30/2023	Jane Carroll	39	
11/07/2023	03:30 PM		DBAI - 05/25/2023			
<input type="text" value="11/01/2023"/>	<input type="text" value="02:30"/> <input type="radio"/> AM <input checked="" type="radio"/> PM	Review	Manual	Laura Gramling-Perez	32	Delete
<input type="text" value="00/00/0000"/>	<input type="text" value="00:00"/> <input type="radio"/> AM <input type="radio"/> PM		Manual			Delete