



JURIS-TRACK

J U D I C I A L C A S E T R A C K I N G

User Manual

English edition

Offline desktop application for magistrates, prosecutors,
judicial police officers, clerks, lawyers and bailiffs.
Windows and macOS. Your data never leaves your machine.

Version 1.1 · July 2026

Douala Zoom SARL — Douala, Cameroon

About this manual

This manual describes JURIS-TRACK version 1.1 in its English interface. Every screenshot in these pages is a capture of the running application, taken with the language set to English and the demonstration dataset loaded. What you see here is what you will see on your own machine.

The manual is written for the person who will use the software daily: a prosecutor, a judicial police officer, an investigating magistrate, a trial judge, a court clerk, a lawyer or a bailiff. It assumes no computing knowledge beyond opening a program and typing into a form.

A word on the law

JURIS-TRACK counts time. It does not interpret the law. The durations shipped with the software cover the ordinary regime of the Cameroonian Criminal Procedure Code and are provided as a starting point, not as authority. Every duration is editable (Chapter 16). You, the jurist, are authoritative — the software only computes.

Item	Detail
Product	JURIS-TRACK — judicial case tracking
Version	1.1
Interface languages	French and English, switchable at any time
Platforms	Windows 10 / 11 (64-bit), macOS 12 and above
Network	None required. The application runs fully offline.
Data location	A folder in your home directory (Chapter 19)
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CHAPTER 1

What JURIS-TRACK is

JURIS-TRACK is a desktop application that keeps track of judicial case files and, above all, of the time limits attached to them. It was built in Douala for Cameroonian courts, and it runs on one machine, offline, under one person's control.

The problem it solves

A legal deadline is not like an ordinary appointment. A missed meeting can be rearranged; a police custody that runs past its lawful term cannot be undone. The consequences fall on the person detained, and on the magistrate who signed nothing in time. Yet the information needed to prevent this is scattered: a date in a register, an hour written on a form, a recollection of when the suspect actually arrived at the station.

JURIS-TRACK gathers that information in one place and does the arithmetic continuously. It turns a date buried in a file into a number on a screen that changes colour as the hours run out.

What it does

- Tracks case files — a unique case number, the parties, the charge, the stage, and a time-stamped history of everything done.
- Counts police custody — 48 hours under ordinary law, extendable once by 48 hours on the Prosecutor's written authorisation, counted from arrival at the station.
- Counts pre-trial detention — in months, down to the lawful limit.
- Lists deadlines — hearings, appeal windows, limitation periods, examinations, sorted by how little time is left.
- Sends reminders — a start-up alert, a WhatsApp message, an e-mail.
- Stores exhibits — with a SHA-256 fingerprint, so any later alteration is visible.
- Produces a case record — a printable PDF with a letterhead and an authenticity QR code.

What it does not do

It is worth being plain about the limits, because a tool that oversells itself gets abandoned after a fortnight.

- It does not decide anything. The charge, the routing, the extension and the ruling remain entirely yours. The software records them.
- It does not know the law. It applies the durations you give it (Chapter 16).
- It does not connect courts to each other. Version 1.1 equips one workstation. Transmissions between jurisdictions will come when several machines in one court are equipped.
- It does not send anything by itself, except the daily digest you switch on (Chapter 17).

Who it is for

Seven roles are supported. When your account is created you choose one, and the menu, the vocabulary and the screens rebuild themselves around your function. A prosecutor does not do a bailiff's work, and the software does not pretend otherwise. Chapters 10 to 15 cover each role in turn.

JURIS-TRACK Case tracking FR EN	JURIS-TRACK Case tracking FR EN	JURIS-TRACK Case tracking FR EN	JURIS-TRACK Case tracking FR EN	JURIS-TRACK Case tracking FR EN	JURIS-TRACK Case tracking FR EN	JURIS-TRACK Case tracking FR EN
Dashboard	Dashboard	Dashboard	Dashboard	Dashboard	Dashboard	Dashboard
Cases	Cases	Investigations	Cases	Cases	Cases	Cases
Custody	Custody	Pre-trial detention	My hearings	Court roll	My hearings	Bailiff acts
Orientation	Police records	Investigation acts	Deliberations	Copies & writs	Tasks	Service of documents
Submissions	Transmittals	Deadlines	Pre-trial detention	Deadlines	Fees	Debt recovery
Deadlines	Deadlines	Reminders (4)	Deadlines	Reminders (4)	Deadlines	Deadlines
Reminders (4)	Reminders (4)	Settings	Reminders (4)	Settings	Reminders (4)	Reminders (4)
Settings	Settings		Settings		Settings	Settings
Mr NKOU Bertrand Prosecutor ⇄ Switch user	Capt. ATANGANA Eric Judicial police officer ⇄ Switch user	Mr FOTSO Marcel Investigating judge ⇄ Switch user	Mrs BILOA Christine Trial judge ⇄ Switch user	Mr ESSOMBA Jean Clerk ⇄ Switch user	Me. KAMGA Pauline Lawyer ⇄ Switch user	Me. NDONGO Serge Bailiff ⇄ Switch user

The same application, seven times. Left to right: prosecutor, judicial police officer, investigating magistrate, trial judge, court clerk, lawyer, bailiff. Only the first two entries and the last three are shared; everything between them is your role.

Role	What the software gives you
Prosecutor	Custody clocks, case routing, submissions and requisitions
Judicial police officer	Cases, custody clocks, police records, transmittals to the prosecution
Investigating magistrate	Investigations, remand countdowns, investigation acts
Trial judge	Hearings, deliberations, remand
Court clerk	The cause list, copies and enforceable copies
Lawyer	Matters, hearings, tasks, fees
Bailiff	Acts, service of documents, debt recovery

CHAPTER 2

Installing

What you need

- Windows 10 or 11, 64-bit — or macOS 12 and above.
- 4 GB of memory and about 300 MB of free disk space.
- No internet connection is needed to install or to work.

You do not need to install Python, Node.js, or anything else. You do not need to open a terminal or type a command. If someone tells you otherwise, they are describing the developer's setup, not yours.

Windows

1. Double-click JURIS-TRACK-Setup.exe.
2. Windows may warn you that the publisher is unrecognised. Choose More info, then Run anyway. This warning appears for every program that is not signed with a commercial certificate; it says nothing about the contents.
3. Accept the proposed folder and let the installer finish.
4. Launch JURIS-TRACK from the Start menu or the desktop shortcut.

macOS

1. Open JURIS-TRACK.dmg.
2. Drag the JURIS-TRACK icon onto the Applications folder.
3. The first time you open it, macOS will refuse because the application is not from the App Store. Open System Settings > Privacy & Security, find the message about JURIS-TRACK, and choose Open Anyway.

If your court blocks installers

Some judicial networks prevent users from installing software. In that case the installer must be run by whoever holds administrator rights on the machine. The application itself needs no special rights once installed — it writes only inside your own home folder.

Uninstalling

Remove the program the usual way for your system. This does not delete your cases: your data lives in a separate folder that survives uninstallation (Chapter 19). Delete that folder as well only if you truly want your files gone.

CHAPTER 3

First run: creating your account

The first time JURIS-TRACK opens, it has no users and no data. It asks who you are.

The account form

Five things are asked, and each one has a purpose beyond bookkeeping:

Field	Why it is asked
Full name	Appears in the sidebar and on the case records you export.
Login name	Identifies your account on this machine. Short is fine.
Role	Decides which menu and which screens you get. Choose carefully — see Chapters 10 to 15.
Court	Printed on the header of every case record you export.
PIN	At least four digits. It is what stands between your files and anyone who sits at your desk.

The account form. The same form is used later to add colleagues to the same machine (Chapter 4).

Choosing your PIN

The PIN is not a formality. JURIS-TRACK holds investigation files. Anyone who can open the application can read them.

- Do not use 1234, 0000, or your year of birth.
- Do not write it on the machine.
- If you forget it, there is no recovery by e-mail — the application has no internet connection and no account server. Recovery means a new account and, in practice, restoring your data folder.

The demonstration dataset

Once the account is created, the application loads a small demonstration set: three cases, two police custodies (one of them close to expiry), remand records, a cause list and a few deadlines. It exists so that the screens are not empty while you learn your way around, and so you can show a colleague what the software does in thirty seconds.

Clearing the demonstration data

When you are ready to work for real, close the application and delete the JurisTrack_Data folder in your home directory (Chapter 19). JURIS-TRACK will start again as if new, and ask you to create your account. Do this before you enter your first genuine case, not after.

CHAPTER 4

Signing in and switching accounts

After the first run, opening JURIS-TRACK shows the accounts held on this machine. You choose yours and type your PIN.

Choosing an account. Each card shows the person and their role. The current account is outlined in brass.

Several people, one machine

A machine in a registry is rarely used by one person. JURIS-TRACK expects this. Each account has its own role, its own menu and its own cases. You cannot see a colleague's files, and they cannot see yours — not because the screen hides them, but because every query is filtered by the account that is signed in.

To switch, use Switch user at the foot of the sidebar. A PIN is asked every time. There is no way past it.

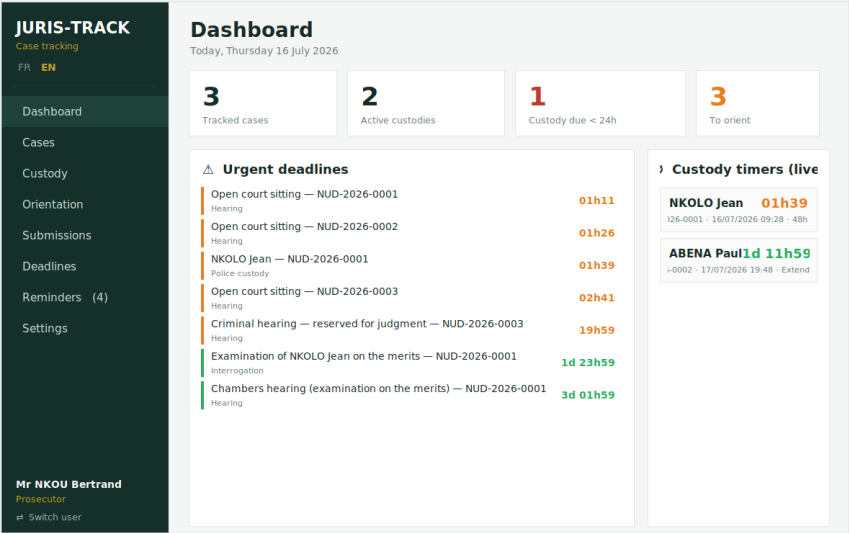
This is not a substitute for locking your screen

JURIS-TRACK asks for a PIN when it opens and when you switch accounts. It does not lock itself while you are away from your desk. If you leave the room, lock the machine — the habit costs two seconds and protects everything.

CHAPTER 5

The interface at a glance

Every screen in JURIS-TRACK has the same shape: a dark green sidebar on the left, your work on the right. The sidebar never changes position, so you always know where you are.



The application as a prosecutor sees it. The sidebar (left) never moves; the panel (right) changes with the entry you choose.

The sidebar

Element	What it is
JURIS-TRACK	Top of the sidebar. Also tells you the application is running.
FR EN	Switches the interface language instantly. Your data is untouched; only the wording changes. Switch as often as you like.
The menu	Your screens. The list depends on your role — see Chapters 10 to 15.
Reminders (n)	The number in brackets is how many hearings are waiting to be reminded. It is a count, not a warning.
Your name and role	Bottom of the sidebar. Useful confirmation of which account is open.
Switch user	Changes account. Asks for a PIN.

Colours mean time, not decoration

JURIS-TRACK uses three colours and uses them consistently. Learn them once and every screen reads at a glance.

Colour	Meaning	What it asks of you
Green	More than 24 hours left	Nothing to do today.
Amber	Less than 24 hours left	Act today.
Red	Less than 1 hour left, or already passed	Act now.

Detention is counted in months, so its thresholds are wider: amber under 30 days, red under 7 days. The principle is identical — the colour tells you how much room you have left.

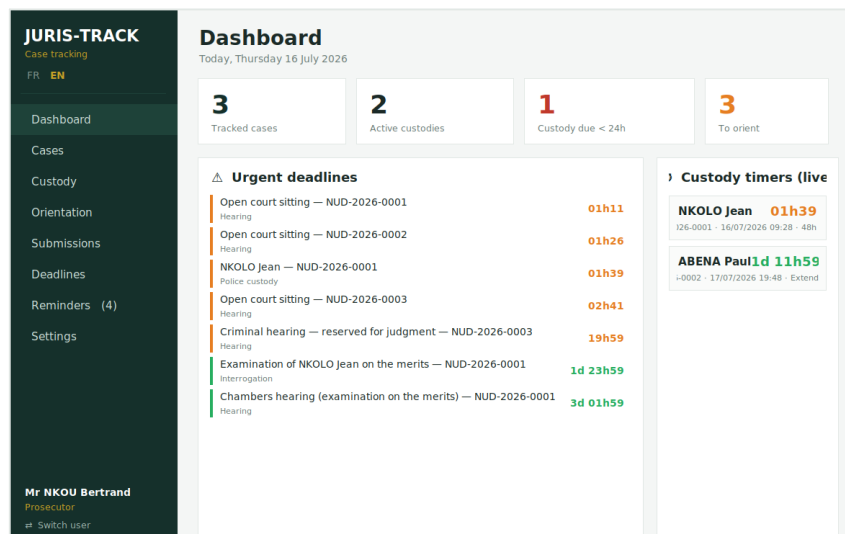
Reading a countdown

Times are written as 14h32 — fourteen hours and thirty-two minutes remaining. Beyond a day, a day count is added: 1d 11h59. When a limit has passed, the countdown reads OVERDUE by 02h14 in red. It keeps counting upwards, because a breach that has lasted two hours is not the same as one that has lasted two days.

CHAPTER 6

The dashboard

The dashboard is what you see when the application opens. It answers one question: what needs me today?



The dashboard. Counters across the top, urgent deadlines on the left, live custody clocks on the right.

The counters

Across the top sit four numbers. They are not statistics — they are buttons. Click one and the application takes you to what it counts.

- Tracked cases — how many files are open in your name.
- Active custodies — how many people are currently held.
- Custody due < 24h — how many of them must be dealt with today. This number turns red the moment it is not zero.
- To orient — cases awaiting a routing decision (prosecutor only).

Urgent deadlines

On the left, everything falling due within seven days, most urgent first, each with its case number and its colour. Custody clocks appear here too once they drop under 24 hours, mixed in with hearings and appeal windows — because at that point they are all simply things that must be done today.

Click any line to open the case it belongs to.

Live custody clocks

On the right, every active custody with its countdown, updated as you watch. This panel is the reason the application exists. If it is empty, no one is being held. If it is red, stop reading this manual and deal with it.

The thirty-second demonstration

If you want to show a colleague what JURIS-TRACK is for, do not explain it. Open the dashboard and point at the red clock: this is the person whose custody expires in under an hour. That is the whole argument.

CHAPTER 7

Cases

A case in JURIS-TRACK holds everything about one matter: who is involved, what is alleged, what is scheduled, what has been filed, and what has been done.

Case No.	Title	Charge	Status	Filed
NUD-2026-0001	The People v. NKOLO Jean	Aggravated theft (s. 320 Penal Code)	Investigation	2026-07-04
NUD-2026-0002	The People v. ABENA & others	Obtaining by false pretences (s. 321 Penal Code)	Ongoing	2026-07-11
NUD-2026-0003	The People v. MBALLA Suzanne	Breach of trust (s. 322 Penal Code)	Judgment	2026-06-06

Hearing reminders
You have 4 hearing(s) to remind

- NUD-2026-0001 — 16/07/2026 09:00 **01h11**
- NUD-2026-0002 — 16/07/2026 09:15 **01h26**
- NUD-2026-0003 — 16/07/2026 10:30 **02h41**
- NUD-2026-0003 — 17/07/2026 03:48 **19h59**

The case list. Search at the top, one line per case.

The case number

Every case receives a unique number automatically, of the form NUD-2026-0001. You do not choose it and you cannot mistype it. It is what ties a case to its exhibits, its deadlines and its exported record.

Creating a case

1. Open Cases and choose Add.
2. Fill in the title, the nature, the charge, the court, the stage and the date of referral.
3. Save. The number is assigned for you.

Settings
Profile, language and legal time limits (editable)

User name: **New case**

Profile:

Title:

Court:

Nature:

Custody:

Legal charge:

Extensor:

Reminder:

Court:

Status:

Filing date (YYYY-MM-DD):

E-mail (n):

SMTP server:

SMTP port:

SMTP user:

SMTP password:

Save **Cancel**

The new case form. Buttons sit at the bottom of the window and stay visible however long the form gets.

Inside a case

Open a case and you get six tabs. Each is a different kind of truth about the same matter.

Tab	What lives there
Parties	Everyone involved and their capacity: suspect, civil party, counsel, witness, expert. Phone and e-mail are recorded here, and the reminders in Chapter 9 use them.
Custody	The custody clocks attached to this case.
Deadlines	Hearings, appeal windows, limitation periods, examinations.
Documents	The exhibits filed, each with its fingerprint (Chapter 18).
Notes	Written notes, and voice notes if you have set up dictation (Chapter 18).
History	Every action taken on this case, with its date and time. Not editable.

The screenshot shows the JURIS-TRACK interface. On the left is a dark sidebar with a menu: Dashboard, Cases, Custody, Orientation, Submissions, Deadlines, Reminders (4), and Settings. At the bottom of the sidebar, it says 'Mr NKOLO Bertrand', 'Prosecutor', and 'Switch user'. The main area shows the 'Parties' tab for a case titled 'The People v. NKOLO Jean'. Above the tabs, it says 'Back to cases', the case title, and a breadcrumb: 'NUD-2026-0001 · Aggravated theft (s. 320 Penal Code) · Court of First Instance, Douala-Bonanjo · Investigation'. The 'Parties' tab is active, showing a table with columns: Name, Capacity, Phone (WhatsApp), and E-mail. The table lists 'NKOLO Jean' with capacity 'Suspect' and phone '1337 699 00 11 22'. Below the table, there is a section for 'Hearing reminders' with a list of dates and times: 'NUD-2026-0001 — 16/07/2026 09:00' (01h11), 'NUD-2026-0002 — 16/07/2026 09:15' (01h26), 'NUD-2026-0003 — 16/07/2026 10:30' (02h41), and 'NUD-2026-0003 — 17/07/2026 03:48' (19h59).

Inside a case. The tabs sit under the title; the case number, charge, court and stage are shown in one line above them.

Recording the parties

Take the trouble to enter a telephone number for each party. It costs ten seconds now and it is what makes a hearing reminder possible later. A number entered as +237 699 00 11 22 is understood; the spaces do not matter.

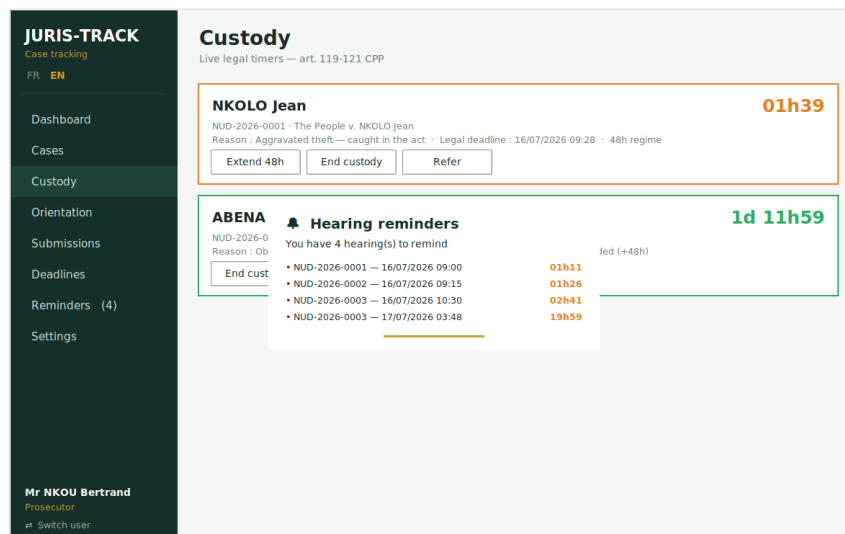
The history

Every creation, every change, every filing is written to the history with its timestamp. You cannot edit it and you cannot delete it. This is deliberate: a record that can be quietly rewritten is worth nothing when it is questioned.

CHAPTER 8

Police custody

This is the chapter that matters most. Everything else in JURIS-TRACK is convenience; this is the part that keeps a magistrate out of trouble and a detainee out of an unlawful cell.



The custody screen. Each line is a person, a start time, a legal expiry and a countdown.

How the clock is computed

The rule shipped with the software follows the ordinary regime of the Cameroonian Criminal Procedure Code, articles 119 to 121:

Element	Shipped value	Note
Ordinary duration	48 hours	Runs from arrival at the police or gendarmerie premises — not from the arrest, and not from when the file reached your desk.
Extension	48 hours	Granted once, on the written authorisation of the Prosecutor.
Maximum	96 hours	Ordinary regime. Special regimes differ — see the warning below.

Special regimes are not covered by the shipped values

Terrorism and certain other regimes carry different durations. The values above are a starting point for the ordinary regime only. Before you rely on this software for a special regime, change the durations in Settings (Chapter 16). The application will compute whatever you tell it to compute — which is exactly why you must tell it correctly.

Recording a custody

1. Open the case, or the Custody screen, and choose Add.
2. Enter the person and the ground.
3. Enter the start: the date and hour the person arrived at the premises. This is the single most important field in the application. An hour entered wrongly here makes every subsequent calculation wrong, silently and confidently.
4. Save. The clock starts.

Recording a custody. The start is a date and an hour, not a date alone — the difference is up to twenty-three hours of a person's liberty.

Extending

When an extension is authorised, open the custody and choose Extend. The clock adds the extension period and the line is marked as extended. The application records the extension in the case history with its timestamp.

What the software does not check

JURIS-TRACK does not verify that the Prosecutor's written authorisation exists. It records that you said an extension was granted. The written authorisation remains a legal requirement, and filing a scan of it in the Documents tab (Chapter 18) is a habit worth forming.

Closing a custody

A custody ends in one of two ways: the person is released, or the person is referred. Choose the outcome and the clock stops. The line stays visible with its outcome instead of a countdown, because a custody that ended is still part of the record.

Changing the durations

If your regime is not 48 + 48, change it. Settings holds the custody duration and the extension duration as two plain numbers (Chapter 16). Change them and every clock recomputes.

CHAPTER 9

Deadlines and reminders

The deadline list

Hearings, appeal windows, limitation periods, examinations, deliberations: one list, sorted by how little time is left.

JURIS-TRACK		Deadlines			
Case tracking		Hearings, appeal deadlines, limitation periods...			
FR EN					
Dashboard					
Cases					
Custody					
Orientation					
Submissions					
Deadlines					
Reminders (4)					
Settings					
Mr NKOU Bertrand					
Prosecutor					
Switch user					

Type	Label	Case	Deadline	Remaining
Hearing	Open court sitting	NUD-2026-0001	16/07/2026 09:00	01h10
Hearing	Open court sitting	NUD-2026-0002	16/07/2026 09:15	01h25
Hearing	Open court sitting	NUD-2026-0003	16/07/2026 10:30	02h40
Hearing	Criminal hearing — reserved for judgment	NUD-2026-0003	17/07/2026 03:48	19h59
Interrogation	Examination of NKOU Jean on the merits	NUD-2026-0001	18/07/2026 07:48	1d 23h59
Hearing	Hearing reminders			
Appeal dead	You have 4 hearing(s) to remind			
Deliberation	• NUD-2026-0001 — 16/07/2026 09:00	01h11	28/07/2026 07:48	11d 23h59
Limitation	• NUD-2026-0002 — 16/07/2026 09:15	01h26	10/08/2026 07:48	24d 23h59
	• NUD-2026-0003 — 16/07/2026 10:30	02h41		
	• NUD-2026-0003 — 17/07/2026 03:48	19h59		

Deadlines, most urgent first, each with its remaining time.

Adding a deadline

Open a case, go to the Deadlines tab, and choose Add. Give it a type, a wording and a date with an hour. The wording is what you will read at seven in the morning six weeks from now — write it for that reader, not for yourself today.

Reminders

For every deadline of type Hearing, JURIS-TRACK prepares a reminder on three channels. It never sends anything without you clicking.

JURIS-TRACK		Hearing reminders	
Case tracking		Upcoming hearings within the reminder window · 72 h	
FR EN			
Dashboard			
Cases			
Custody			
Orientation			
Submissions			
Deadlines			
Reminders (4)			
Settings			
Mr NKOU Bertrand			
Prosecutor			
Switch user			

Open court sitting		01h10
NUD-2026-0001 · The People v. NKOU Jean · 16/07/2026 09:00 · Court of First Instance, Douala-Bonanj		
Remind	Open case	Mark as handled

Open court sitting		01h25
NUD-2026-0002 · The People v. NKOU Jean · 16/07/2026 09:15 · Court of First Instance, Douala-Bonanj		
Remind	Open case	Mark as handled

Hearing reminders		
You have 4 hearing(s) to remind		
• NUD-2026-0001 — 16/07/2026 09:00	01h11	
• NUD-2026-0002 — 16/07/2026 09:15	01h26	
• NUD-2026-0003 — 16/07/2026 10:30	02h41	
• NUD-2026-0003 — 17/07/2026 03:48	19h59	

Open court sitting		02h40
NUD-2026-0003 · The People v. NKOU Jean · 16/07/2026 10:30 · Court of First Instance, Douala-Bonanj		
Remind	Open case	Mark as handled

Criminal hearing — reserved for judgment		19h59
NUD-2026-0003 · The People v. MBALLA Suzanne · 17/07/2026 03:48 · Court of First Instance, Douala-Bonanj		
Remind	Open case	Mark as handled

The Reminders screen. Every hearing inside the reminder window, with the parties who can be told.

Channel	How it works	What it needs
Start-up alert	A window lists the hearings coming up when you open the application. The Reminders entry in the sidebar carries the count.	Nothing. Works offline.
WhatsApp	Sends from your own number to the party's number.	The WhatsApp bridge, paired once (Chapter 17).
E-mail	Sends through your own mail account.	An SMTP account configured in Settings (Chapter 16).

Sending a reminder

1. Open Reminders, or select a hearing under Deadlines and choose Remind.
2. Choose which party is being reminded. Only parties with a phone number or an e-mail address appear.
3. Read the proposed message and adjust it. It is your name at the bottom of it.
4. Choose WhatsApp or E-mail.
5. Choose Mark as handled to take it off the list.

The reminder window

By default JURIS-TRACK proposes reminders for hearings within the next 72 hours. If that is too tight or too eager for your practice, change it in Settings.

On using WhatsApp for court business

The WhatsApp channel exists to tell a named party about a hearing in a case they are already part of. It is not a broadcasting tool, and JURIS-TRACK gives you no way to use it as one. This is a deliberate limit: a magistrate's number sending unsolicited messages is a magistrate's number getting blocked.

CHAPTER 10

Your role: prosecutor

The prosecutor's copy of JURIS-TRACK opens on custody, because that is where the prosecutor's time limits live.

Your menu

- Dashboard — custody clocks and urgent deadlines.
- Cases — your files.
- Custody — the clocks, in full (Chapter 8).
- Orientation — cases awaiting a routing decision.
- Submissions — requisitions and acts of the prosecution.
- Deadlines, Reminders, Settings.

Orientation

Every case that arrives must go somewhere: dismissed, sent to investigation, or brought by direct summons. The Orientation screen lists what is waiting on that decision and records the decision you take, with its ground and its date.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
Custody
Orientation
Submissions
Deadlines
Reminders (4)
Settings

Mr NKOU Bertrand
Prosecutor
Switch user

Orientation

Handling of cases: dismissal, opening of investigation, direct summons...

+ New orientation decision

3 case(s) awaiting orientation

Date	Case	Title	Decision	Grounds
Hearing reminders You have 4 hearing(s) to remind • NUD-2026-0001 — 16/07/2026 09:00 01h11 • NUD-2026-0002 — 16/07/2026 09:15 01h26 • NUD-2026-0003 — 16/07/2026 10:30 02h41 • NUD-2026-0003 — 17/07/2026 03:48 19h59				

Cases awaiting a routing decision. The counter on the dashboard points here.

Submissions

Requisitions and acts of the prosecution, drawn from the catalogue of acts (Chapter 16) so that you pick a wording rather than retype it.

JURIS-TRACK
Case tracking
FR EN

Dashboard

Cases

Custody

Orientation

Submissions

Deadlines

Reminders (4)

Settings

Mr NKOU Bertrand
Prosecutor
⇄ Switch user

Submissions
Indictments, transmittals and prosecution submissions
[+ New submission / act](#)

Type	Label	Case	Deadline	Remaining
🔔 Hearing reminders You have 4 hearing(s) to remind • NUD-2026-0001 – 16/07/2026 09:00 01h11 • NUD-2026-0002 – 16/07/2026 09:15 01h26 • NUD-2026-0003 – 16/07/2026 10:30 02h41 • NUD-2026-0003 – 17/07/2026 03:48 19h59				

Submissions and requisitions.

CHAPTER 11

Your role: judicial police officer

The officer's copy is built around the two things that fill an officer's day: custody, and getting the file to the prosecution.

Your menu

- Dashboard, Cases, Custody.
- Police records — the reports drawn up in your procedures.
- Transmittals — what you have sent to the prosecution, and when.
- Deadlines, Reminders, Settings.

Custody is your clock first

The countdown starts when the person arrives at your premises, and it is your entry that sets it. Everything downstream — the prosecutor's decision, the extension, the referral — is computed from the hour you type. Type it from the register, not from memory.

Custody as the officer sees it.

Police records

Police records drawn up in a procedure.

Transmittals

A file sent to the prosecution and then forgotten is a file that comes back. The Transmittals screen records what went, to whom, on what date, with your observations.

JURIS-TRACK
Case tracking
FR EN

Dashboard

Cases

Custody

Police records

Transmittals

Deadlines

Reminders (4)

Settings

Capt. ATANGANA Eric
Judicial police officer
Switch user

Transmittals

Transmittal of cases to the prosecution

[+ New transmittal](#)

3 case(s) not yet transmitted

Date	Case	Title	Recipient	Notes
Hearing reminders You have 4 hearing(s) to remind • NUD-2026-0001 — 16/07/2026 09:00 01h10 • NUD-2026-0002 — 16/07/2026 09:15 01h25 • NUD-2026-0003 — 16/07/2026 10:30 02h40 • NUD-2026-0003 — 17/07/2026 03:49 19h59				

Transmittals to the prosecution.

CHAPTER 12

Your role: investigating magistrate

The investigating magistrate's copy opens on remand, because that is the countdown that runs in months and is therefore the easiest to lose sight of.

Your menu

- Dashboard, Investigations.
- Pre-trial detention — the remand countdowns.
- Investigation acts — the acts and orders of your chamber.
- Deadlines, Reminders, Settings.

Pre-trial detention

Remand is counted to a lawful limit, in months. The colours widen accordingly: amber under 30 days, red under 7. The point is that an extension should be a decision taken in time, not a fact noticed afterwards.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Investigations
Pre-trial detention
Investigation acts
Deadlines
Reminders (4)
Settings

Mr FOTSO Marcel
Investigating judge
Switch user

Pre-trial detention

Tracking of pre-trial detentions and their legal limits

+ New placement Extend Release

Detained person	Case	Start	Legal limit	Remaining	Ext.
NKOLO Jean	NUD-2026-0001	2026-02-16	21/07/2026	4d 23h59	0
ABENA Paul	NUD-2026-0002	2026-05-17	05/08/2026	19d 23h59	0

Hearing reminders

You have 4 hearing(s) to remind

- NUD-2026-0001 — 16/07/2026 09:00 01h10
- NUD-2026-0002 — 16/07/2026 09:15 01h25
- NUD-2026-0003 — 16/07/2026 10:30 02h40
- NUD-2026-0003 — 17/07/2026 03:49 19h59

Remand countdowns. Months, not hours — but the same logic.

Extending remand

Select the record and choose Extend. Give the new limit. The countdown recomputes and the extension is written to the case history.

Investigation acts

JURIS-TRACK
Case tracking
FR EN

Dashboard

Investigations

Pre-trial detention

Investigation acts

Deadlines

Reminders (4)

Settings

Mr FOTSO Marcel
Investigating judge
Switch user

Investigation acts
Interrogations, expert reports, rogatory commissions, site visits...
[+ New act](#)

Type	Label	Case	Deadline	Remaining
Interrogation	Examination of NKOLO Jean on	NUD-2026-0001	18/07/2026 07:49	1d 23h59

Hearing reminders
You have 4 hearing(s) to remind

- NUD-2026-0001 – 16/07/2026 09:00 **01h10**
- NUD-2026-0002 – 16/07/2026 09:15 **01h25**
- NUD-2026-0003 – 16/07/2026 10:30 **02h40**
- NUD-2026-0003 – 17/07/2026 03:49 **19h59**

Acts and orders of the investigating chamber, drawn from the catalogue.

CHAPTER 13

Your role: trial judge

The trial judge's copy opens on the day's hearings and what is waiting to be decided.

Your menu

- Dashboard, Cases.
- My hearings — the cause list, browsed day by day.
- Deliberations — what is reserved, and for how long.
- Pre-trial detention — the remand countdowns of those before you.
- Deadlines, Reminders, Settings.

My hearings

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
My hearings
Deliberations
Pre-trial detention
Deadlines
Reminders (4)
Settings

Mrs BILOA Christine
Trial judge
Switch user

Court roll
List of cases called and their outcome

< Thursday 16 July 2026 > Today Edit outcome

Roll No.	Time	Case No.	Title	Outcome
001	09:00	NUD-2026-0001	The People v. NKOLO Jean	—
002	09:15	NUD-2026-0002	The People v. ABENA & others	—
003	10:30	NUD-2026-0003	The People v. MBALLA Suzanne	—

Hearing reminders
You have 4 hearing(s) to remind

- NUD-2026-0001 — 16/07/2026 09:00 01h10
- NUD-2026-0002 — 16/07/2026 09:15 01h25
- NUD-2026-0003 — 16/07/2026 10:30 02h40
- NUD-2026-0003 — 17/07/2026 03:49 19h59

The cause list. Move a day at a time, or return to today.

Deliberations

A case reserved for judgment carries an indicative period, shipped at 15 days and editable (Chapter 16). The screen shows what is reserved and how long it has been reserved — which is a more useful number than the date it was reserved on.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
My hearings
Deliberations
Pre-trial detention
Deadlines
Reminders (4)
Settings

Mrs BILOA Christine
Trial judge
Switch user

Deliberations
Cases under deliberation and the deadline to rule

+ Reserve for deliberation Judgment delivered

Case	Case	Ruling date	Remaining
The People v. MBALLA — reserved for judgment	NUD-2026-0003	28/07/2026 07:49	11d 23h59

Hearing reminders
You have 4 hearing(s) to remind

- NUD-2026-0001 — 16/07/2026 09:00 01h10
- NUD-2026-0002 — 16/07/2026 09:15 01h25
- NUD-2026-0003 — 16/07/2026 10:30 02h40
- NUD-2026-0003 — 17/07/2026 03:49 19h59

Cases reserved for judgment, with time elapsed.

Detention

JURIS-TRACK
Case tracking
FR **EN**

[Dashboard](#)
[Cases](#)
[My hearings](#)
[Deliberations](#)
[Pre-trial detention](#)
[Deadlines](#)
[Reminders \(4\)](#)
[Settings](#)

Mrs BILOA Christine
Trial judge
≡ Switch user

Pre-trial detention

Tracking of pre-trial detentions and their legal limits

[+ New placement](#)[Extend](#)[Release](#)

Detained person	Case	Start	Legal limit	Remaining	Ext.
NKOLO Jean	NUD-2026-0001	2026-02-16	21/07/2026	4d 23h59	0
ABENA Paul	NUD-2026-0002	2026-05-17	05/08/2026	19d 23h59	0

🔔 Hearing reminders
You have 4 hearing(s) to remind

- NUD-2026-0001 — 16/07/2026 09:00 **01h10**
- NUD-2026-0002 — 16/07/2026 09:15 **01h25**
- NUD-2026-0003 — 16/07/2026 10:30 **02h40**
- NUD-2026-0003 — 17/07/2026 03:49 **19h59**

Remand of persons appearing before you.

CHAPTER 14

Your role: court clerk

The registry's copy is built around the cause list and the paper the registry issues.

Your menu

- Dashboard, Cases.
- Court roll — the cause list for a given day, with roll numbers and outcomes.
- Copies & writs — requests, fees and delivery.
- Deadlines, Reminders, Settings.

The cause list

Each case called on a day carries a roll number and an outcome: called, adjourned, reserved, judgment delivered, struck out. The outcome you record is what the deadline list then reflects.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
Court roll
Copies & writs
Deadlines
Reminders (4)
Settings

Mr ESSOMBA Jean
Clerk
Switch user

Court roll

List of cases called and their outcome

< Thursday 16 July 2026 > Today Edit outcome

Roll No.	Time	Case No.	Title	Outcome
001	09:00	NUD-2026-0001	The People v. NKOLO Jean	—
002	09:15	NUD-2026-0002	The People v. ABENA & others	—
003	10:30	NUD-2026-0003	The People v. MBALLA Suzanne	—

Hearing reminders
You have 4 hearing(s) to remind

- NUD-2026-0001 — 16/07/2026 09:00 **01h10**
- NUD-2026-0002 — 16/07/2026 09:15 **01h25**
- NUD-2026-0003 — 16/07/2026 10:30 **02h40**
- NUD-2026-0003 — 17/07/2026 03:49 **19h59**

The cause list for a day, with roll numbers.

Copies and enforceable copies

Who asked for what, what was paid, and whether it has been handed over.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
Court roll
Copies & writs
Deadlines
Reminders (4)
Settings

Mr ESSOMBA Jean
Clerk
Switch user

Copies & writs

Issuing copies, enforceable copies and certified copies

+ New request Mark as issued

Type	Case	Requester	Fees	Status	Date
Enforceable cop	NUD-2026-0003	Me. TCHOUMI (counsel for the ci	5000 FCFA	Requested	2026-07-16T07:49
Certified copy	NUD-2026-0001	NKOLO Jean	2000 FCFA	Requested	2026-07-16T07:49

Hearing reminders
You have 4 hearing(s) to remind

- NUD-2026-0001 — 16/07/2026 09:00 **01h10**
- NUD-2026-0002 — 16/07/2026 09:15 **01h25**
- NUD-2026-0003 — 16/07/2026 10:30 **02h40**
- NUD-2026-0003 — 17/07/2026 03:49 **19h59**

Requests for copies and enforceable copies, with their fees and status.

CHAPTER 15

Your roles: lawyer and bailiff

Lawyer

The practice's copy tracks matters, hearings, the tasks still to be done, and the fees.

- Cases — your matters.
- My hearings — where you are expected, and when.
- Tasks — the diligences still owed to a client.
- Fees — billed, paid, outstanding.

Tasks outstanding on a matter.

The appeal window deserves a word. It is a deadline like any other in the software — except that it is the one deadline whose passing cannot be argued away. Record it the day the judgment is delivered, not the week after.

Bailiff

The office's copy tracks acts, service of documents and recovery.

- Bailiff acts — drawn from the catalogue.
- Service of documents — what has been served, on whom, and when.
- Debt recovery — amounts due, collected, and still outstanding.

JURIS-TRACK

Case tracking

FR EN

Dashboard

Cases

Bailiff acts

Service of documents

Debt recovery

Deadlines

Reminders (4)

Settings

Me. NDONGO Serge

Bailiff

Switch user

Bailiff acts

Service of documents, summonses, reports, seizures...

+ New bailiff act

Type	Label	Case	Deadline	Remaining
🔔 Hearing reminders You have 4 hearing(s) to remind • NUD-2026-0001 — 16/07/2026 09:00 01h10 • NUD-2026-0002 — 16/07/2026 09:15 01h25 • NUD-2026-0003 — 16/07/2026 10:30 02h40 • NUD-2026-0003 — 17/07/2026 03:49 19h59				

Bailiff acts.

JURIS-TRACK

Case tracking

FR EN

Dashboard

Cases

Bailiff acts

Service of documents

Debt recovery

Deadlines

Reminders (4)

Settings

Me. NDONGO Serge

Bailiff

Switch user

Debt recovery

Receivables tracking: amounts due, payments, remaining to recover

+ New receivable

Record payment

Date	Case	Debtor	Type	Label	Amount	Paid
🔔 Hearing reminders You have 4 hearing(s) to remind • NUD-2026-0001 — 16/07/2026 09:00 01h10 • NUD-2026-0002 — 16/07/2026 09:15 01h25 • NUD-2026-0003 — 16/07/2026 10:30 02h40 • NUD-2026-0003 — 17/07/2026 03:49 19h59						

Total

0 FCFA

Already paid

0 FCFA

Outstanding

0 FCFA

Debt recovery: due, collected, outstanding.

CHAPTER 16

Settings

Settings holds the things that should not be decided by a programmer in Douala on your behalf: how long a custody lasts, what an act is called, when you want to be told.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
Custody
Orientation
Submissions
Deadlines
Reminders (4)
Settings

Mr NKOU Bertrand
Prosecutor
Switch user

Settings

Profile, language and legal time limits (editable)

User name: Mr NKOU Bertrand

Profile: Prosecutor

Court: Court of First Instance, Douala-Bonanjo

Custody duration:

Hearing reminders
You have 4 hearing(s) to remind

Reminder	Time
• NUD-2026-0001 — 16/07/2026 09:00	01h11
• NUD-2026-0002 — 16/07/2026 09:15	01h26
• NUD-2026-0003 — 16/07/2026 10:30	02h41
• NUD-2026-0003 — 17/07/2026 03:48	19h59

Daily digest:

E-mail (notifications):

SMTP server:

SMTP port: 587

SMTP user:

SMTP password:

Settings.

Your identity

Name, role and court. The role decides your menu; changing it changes the application. The court is printed on the header of every case record you export.

Custody durations

Two numbers: the ordinary duration and the extension. Shipped at 48 and 48. Change them and every clock in the application recomputes immediately.

The reminder window

How far ahead a hearing must be for JURIS-TRACK to propose a reminder. Shipped at 72 hours.

The deadline reference table

Custody, extension, remand, appeal, deliberation: every duration the application knows is a row in a table you can edit. Each carries its unit and a note recording its basis.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
Custody
Orientation
Submissions
Deadlines
Reminders (4)
Settings

Mr NKOU Bertrand
Prosecutor
Switch user

Settings

Profile, language and legal time limits (editable)

Legal deadlines reference

⚠ These values must be verified and adjusted to current Cameroonian law. You, the jurist, are authoritative — the app only computes.

Name	Duration	Unit	Note
Délai d'appel	10	days	À AJUSTER selon le texte app
Délibéré — délai indicatif	15	days	Indicatif, à adapter
Détention provisoire — 1 ^{re} péri	6	months	À AJUSTER selon le CPP came
Détention provisoire — prolong	6	months	À AJUSTER selon le CPP
Garde à vue — prorogation	48	hours	CPP — à vérifier
Garde à vue — régime normal	48	hours	CPP — à vérifier

Delete Edit + Add Close

SMTP user

SMTP password

The deadline reference. Every value is editable, and every value ships with a note telling you it must be checked.

Why these values ship marked 'to be verified'

Because they must be. The shipped table is a scaffold: it lets the software compute something sensible from the first minute. It is not a statement of Cameroonian law, and it was not written by your court. Go through it once, with the code open, and correct what needs correcting. Then the notes will say what you decided, which is the only authority that matters here.

The catalogue of acts

More than seventy acts, requisitions, orders and routing decisions, each filed under a category and a role, so that the right ones appear on the right screen. Add your own, correct a wording, switch off what your court does not use.

JURIS-TRACK
Case tracking
FR EN

Dashboard
Cases
Custody
Orientation
Submissions
Deadlines
Reminders (4)
Settings

Mr NKOU Bertrand
Prosecutor
Switch user

Settings

Profile, language and legal time limits (editable)

Catalog of acts and orders

Add, edit or remove acts, orders and warrants per Cameroonian law. The profile sets where they appear (investigation, judgment...).

Profile: Tous (profils) ▼

Label	Category	Profile	Note
Commandement de payer	Bailiff act	Bailiff	à vérifier / complet
Dénonciation de saisie	Bailiff act	Bailiff	à vérifier / complet
Procès-verbal de carence	Bailiff act	Bailiff	à vérifier / complet
Procès-verbal de constat	Bailiff act	Bailiff	à vérifier / complet
Procès-verbal de saisie conservatoire	Bailiff act	Bailiff	à vérifier / complet
Procès-verbal de saisie-attribution	Bailiff act	Bailiff	à vérifier / complet
Procès-verbal de saisie-vente	Bailiff act	Bailiff	à vérifier / complet
Signification d'assignation	Bailiff act	Bailiff	à vérifier / complet
Signification de conclusions	Bailiff act	Bailiff	à vérifier / complet
Signification de jugement	Bailiff act	Bailiff	à vérifier / complet
Sommation de payer	Bailiff act	Bailiff	à vérifier / complet

Delete Edit + Add Close

SMTP password

The catalogue of acts. Filter by role; every entry is editable.

The shipped catalogue is in French

The acts are pre-loaded under the names used in francophone Cameroonian practice — Commandement de payer, Dénonciation de saisie, and so on. If you work in English, in the North-West or the South-West, you will want to rename them to the common-law terms your court actually uses. Every label is editable, and renaming one changes it everywhere it appears.

E-mail (SMTP)

Server, port, credentials, sender address. Without it, the e-mail channel says so plainly and sends nothing. It never fails silently.

CHAPTER 17

Connecting WhatsApp

JURIS-TRACK can send from your own WhatsApp number, the way WhatsApp Web does. There is no paid API, no business account and no monthly fee.

The screenshot shows the JURIS-TRACK application interface. On the left is a dark sidebar with the JURIS-TRACK logo and a menu including Dashboard, Cases, Custody, Orientation, Submissions, Deadlines, Reminders (4), and Settings. The main area is titled 'Settings' with the subtitle 'Profile, language and legal time limits (editable)'. It contains various input fields for user information: User name (set to 'WhatsApp'), Profile (with a warning 'e: Node missing. For distribution the runtime will be bundled'), Court, Custody details, Extension (with 'Link with an 8-digit code' button), Reminder, Phone (WhatsApp), Daily digest, E-mail (notification), SMTP server, SMTP port, SMTP user, and SMTP password. At the bottom of the sidebar, it shows the user profile 'Mr NKOU Bertrand', 'Prosecutor', and a 'Switch user' button.

Pairing WhatsApp. Scan the code once; the application does the rest at every launch afterwards.

Pairing, once

1. Open Settings > Connect WhatsApp.
2. The application starts its bridge on its own. No terminal, no command.
3. Scan the QR code with WhatsApp on your phone — Settings > Linked devices > Link a device. If the camera is awkward, use the eight-digit code instead.
4. That is all. The pairing is remembered, and the bridge restarts with the application.

The daily digest

Once WhatsApp is paired, JURIS-TRACK can send you — not the parties — a summary each morning: the hearings of the day and anything falling due within 24 hours. By WhatsApp and by e-mail.

Set your number and the hour in Settings, tick the box, and use Send the digest now to test it before you trust it.

Sending when the application is closed

The digest can run on its own through the Windows Task Scheduler, so that it arrives at 07:00 whether or not JURIS-TRACK is open. Your IT contact will recognise the setup in minutes; ask Douala Zoom for the installation note if it is not already configured on your machine.

What we chose not to build

The bridge could technically send to any number. We restrict it to notifying you and the named parties to your own cases. A tool that lets a court's number send bulk messages is a tool that gets that number banned, and a magistrate cut off from WhatsApp is worse off than one who never had it.

CHAPTER 18

Documents and the case record

Filing an exhibit

Open a case, go to Documents, and file the piece. It is copied into your data folder — the original stays where it was.

The fingerprint

Every filed document is fingerprinted with SHA-256: a long number computed from the contents of the file. Change one comma in the document and the number changes completely.

This is what lets you answer the question is this the same file I filed in March? with something better than a recollection.

Opening and downloading

Double-click to open. Or choose Download to take a copy out to a folder of your choosing — to attach to an e-mail, or to hand over on a key.

The case record

From a case, export the record. JURIS-TRACK produces a PDF with the Republic of Cameroon letterhead: the parties, the deadlines, the documents with their fingerprints, and at the foot of the page a QR code and a verification code computed from the case and the date it was generated.

On the record	What it is for
Letterhead	It is a document that can be filed and handed over, not a screen print.
Fingerprints	Each exhibit is listed with its SHA-256, so the record attests to what was filed.
QR code	Encodes the case number, the generation date and a control code.
Verification code	The same information, readable by a human who has no scanner.

An honest limit

The QR proves that a record was generated by JURIS-TRACK for a given case on a given date. It does not yet prove anything to a registry that has no way to check it — the verification module for a scanned record is planned, not delivered. Until it exists, the code is a deterrent and an audit aid, not a seal.

If PDF generation is unavailable

On a machine where the PDF component is missing, the application does not fail. It exports a printable page instead, which your browser turns into a PDF with Ctrl + P. You lose the letterhead, not the work.

Notes, written and spoken

Written notes

Every case has a Notes tab. It needs nothing installed and it is the right place for the remark you would otherwise write on the corner of a folder: counsel says the witness is travelling until the 20th.

Voice notes

If your machine has the audio component installed, the same tab records a voice note straight into the case. Useful when your hands are full of paper.

Dictation

With the recognition component installed, a voice note can also be transcribed into text automatically. The transcription runs on your machine. Nothing is uploaded, and no third party hears the recording — which is the only arrangement compatible with an investigation file.

If the buttons say a component is missing

They are telling you exactly what to install, and the application keeps working without it. Written notes never depend on any of this.

CHAPTER 19

Your data

Where it lives

```
~/JurisTrack_Data/  
├─ juristrack.db the database  
├─ documents/  the exhibits you filed  
└─ wa_outbox/  the local send queue
```

On Windows this folder sits in your user profile; on macOS, in your home directory. Nothing else. There is no hidden copy, no cache elsewhere, and nothing on a server.

Backing up

Copy the whole JurisTrack_Data folder onto a USB key. That is a complete backup — database and exhibits together. Restore it by putting it back.

Do this weekly. A hard disk gives no notice.

Close the application first

Copy the folder while JURIS-TRACK is closed. A database copied mid-write is a database you find out about at the worst moment.

Moving to a new machine

1. Install JURIS-TRACK on the new machine.
2. Do not create an account yet.
3. Copy your JurisTrack_Data folder into the home directory of the new machine.
4. Open the application. Your accounts, your cases and your exhibits are there.

Data separation between accounts

Cases belong to the account that created them. Every query the application makes is filtered by the account signed in. A colleague on the same machine has their own menu, their own dashboard and their own files, and no screen in the application shows them yours.

Why there is no cloud

An investigation file has no business on a server in another country, under another jurisdiction, accessible to whoever holds the keys. JURIS-TRACK has no cloud, no online account and no synchronisation. This is a limitation, and it is the point: the file does not leave the office because there is no mechanism by which it could.

CHAPTER 20

When something goes wrong

What you see	What it means	What to do
The custody countdown looks wrong	Almost always the start hour, not the arithmetic.	Open the custody and check the start against the register. The clock runs from arrival at the premises.
A duration does not match the code	The shipped values cover the ordinary regime only.	Settings > deadline reference. Correct it and note the basis.
The e-mail reminder does nothing	No SMTP account configured.	Settings > e-mail. The application tells you rather than failing silently.
WhatsApp will not send	The bridge is not paired, or the phone has unlinked it.	Settings > Connect WhatsApp, and scan again.
The digest never arrives	The digest is off, or the hour has not come, or the machine was asleep.	Settings > daily digest. Use 'Send the digest now' to test.
Menu entries are not the ones described here	Your role is set to something else.	Settings > role. See Chapters 10 to 15.
The application opens on an account that is not mine	Someone else's account is the last used.	Switch user, at the foot of the sidebar.
I forgot my PIN	There is no recovery: no server, no e-mail.	Your data folder is intact. Contact Douala Zoom before doing anything drastic.
Windows refuses to run the installer	The publisher is unrecognised.	More info > Run anyway. Or ask whoever holds administrator rights.
Everything is in French	The language is set to French.	FR EN at the top of the sidebar.

Reporting a problem

Say what you did, what you expected, and what happened instead. If a countdown is wrong, the start hour you entered and the hour you expected are worth more than a screenshot. Douala Zoom SARL, Douala.

CHAPTER 21

Glossary

Cameroon is bilingual, and its judicial vocabulary is not symmetrical. This table gives the French terms you will meet in the software's data and in the shipped catalogue alongside the English wording used in this manual.

French	English in this manual
Garde à vue	Police custody
Prorogation	Extension
Détention provisoire	Pre-trial detention, remand
Échéance	Deadline
Dossier	Case, case file
NUD (numéro unique de dossier)	Unique case number
Partie	Party
Mis en cause	Suspect
Prévenu	Defendant
Partie civile	Civil party
Plaignant	Complainant
Témoin	Witness
Qualification	Charge
Instruction	Investigation
Magistrat instructeur	Investigating magistrate
Juge du fond	Trial judge
Greffier	Court clerk
Huissier	Bailiff
Parquet	Prosecution, prosecuting office
Réquisition	Submission, requisition
Orientation	Routing of a case
Classement sans suite	Dismissal, no further action
Citation directe	Direct summons
Procès-verbal (PV)	Police record, report
Transmission	Transmittal
Rôle d'audience	Cause list, court roll
Audience	Hearing, sitting
Renvoi	Adjournment

French	English in this manual
Délibéré	Reserved for judgment, deliberation
Jugement rendu	Judgment delivered
Radiée	Struck out
Grosse	Enforceable copy
Expédition	Certified copy
Signification	Service of documents
Commandement de payer	Order to pay
Recouvrement	Debt recovery
Diligence	Task, step to be taken
Honoraires	Fees
Délai d'appel	Appeal deadline, appeal window
Prescription	Limitation period
Levée	Released
Déférée	Referred

JURIS-TRACK

User Manual — English edition — Version 1.1 — July 2026

Every screenshot in this manual is a capture of the running application with the interface set to English and the demonstration dataset loaded. No screen has been mocked up, retouched or redrawn.

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