

Clerk of Courts Internet Bookmark, Notification and MS Excel Functionality User's Guide

After Logging in into the Clerk's Internet site on-line case search, you will be able to add Criminal Cases to the My Bookmarks list by searching on the case and clicking on the bookmark button. If the searched case is already in the My Bookmarks list it can be easily removed from there.

The screenshot shows the registration page for the Miami-Dade County Clerk's Office. The header includes the logo for Harvey Ruvin, Clerk of the Courts, and the Miami-Dade County seal. The page is divided into two main sections: "Registered Users" and "New Users".

Registered Users: This section contains a login form with fields for "Username" and "Password", a checkbox for "Remember my User Name", and a "Login" button. A "Forgot Password" link is also present.

New Users: This section is titled "Register now to:" and lists several benefits of registration:

- ✓ Advanced access to Civil, Family and Probate court records as per AO 16-14 (AOSC 16-14)
- ✓ Perform advanced searches of Official Records by purchasing units
- ✓ Access advanced options on our Traffic online system
- ✓ Access management dashboard
- ✓ Establish a corporate/government account with multiple users.

Below the benefits is a "Start Registration Process" section with the instruction: "Please enter your email address. This should be the email address to which you will receive notifications from this system." It includes an "Email" input field and a "Register" button.

The footer contains navigation links: Home, Online Services, About Us, Contact Us, My Account, My Bookmarks, FAQs, and Email. It also includes a privacy statement link and a copyright notice: "2015 Clerk of the Courts. All Rights reserved."

The screenshot shows the search page for the Miami-Dade County Criminal Justice Online System. The header is identical to the registration page, featuring the Harvey Ruvin logo and the county seal.

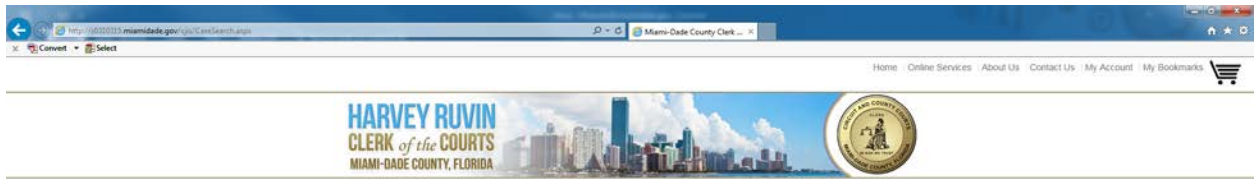
The main heading is "Miami-Dade County Criminal Justice Online System". Below this is a search form with a blue header bar containing tabs for "Case Number", "State Case Number", "Citations/Police Number", "Defendant", and "Jail Number". The "Case Number" tab is selected.

The search form includes a dropdown menu for "Case Number" with "F - Felony" selected, and three input fields for "16", "45", and "ABC". At the bottom of the form are "Search" and "Reset" buttons.

Below the search form, there is a disclaimer: "Please note that in addition to criminal charges such as felonies and misdemeanors, our system also includes civil infractions and municipal ordinances that are not considered criminal offenses." This is followed by a "Please be advised:" section containing a detailed disclaimer about the accuracy and availability of the information on the website.

The footer contains navigation links: Criminal Justice Home, Criminal Court Information, Email, Logout, Home, Privacy Statement, Disclaimer, Contact Us, About Us, and a copyright notice: "2015 Clerk of the Courts. All Rights reserved."

Clerk of Courts Internet Bookmark, Notification and MS Excel Functionality User's Guide



Miami-Dade County Criminal Justice Online System

Back to Search Play Case Print Friendly

Search Criteria
Court Case No.: F-16-000345

Case Information

State Case No.: 13-2016-CF-000045-0001-XX	Name: SMITH, TAKIA A	Date of Birth: 08/11/1985
Date Filed: 01/06/2016	Date Closed: 02/01/2016	
Assessment Amount: \$0.00	Balance Due: \$0.00	Stay Due Date:
Address: 1351 N.W. 12 ST		
Judge: MURPHY, DENNIS J	Defense Attorney:	
File Section: F017	File Location: SCANNED	Box No:
Defendant in Jail: N	Defendant Release to: NUNEZ/CHI, CHG I	
Bond Amount: \$5,000.00	Bond Status: DISCHARGED	
Bond Type: SURETY	Bond Issue Date: 01/02/2016	

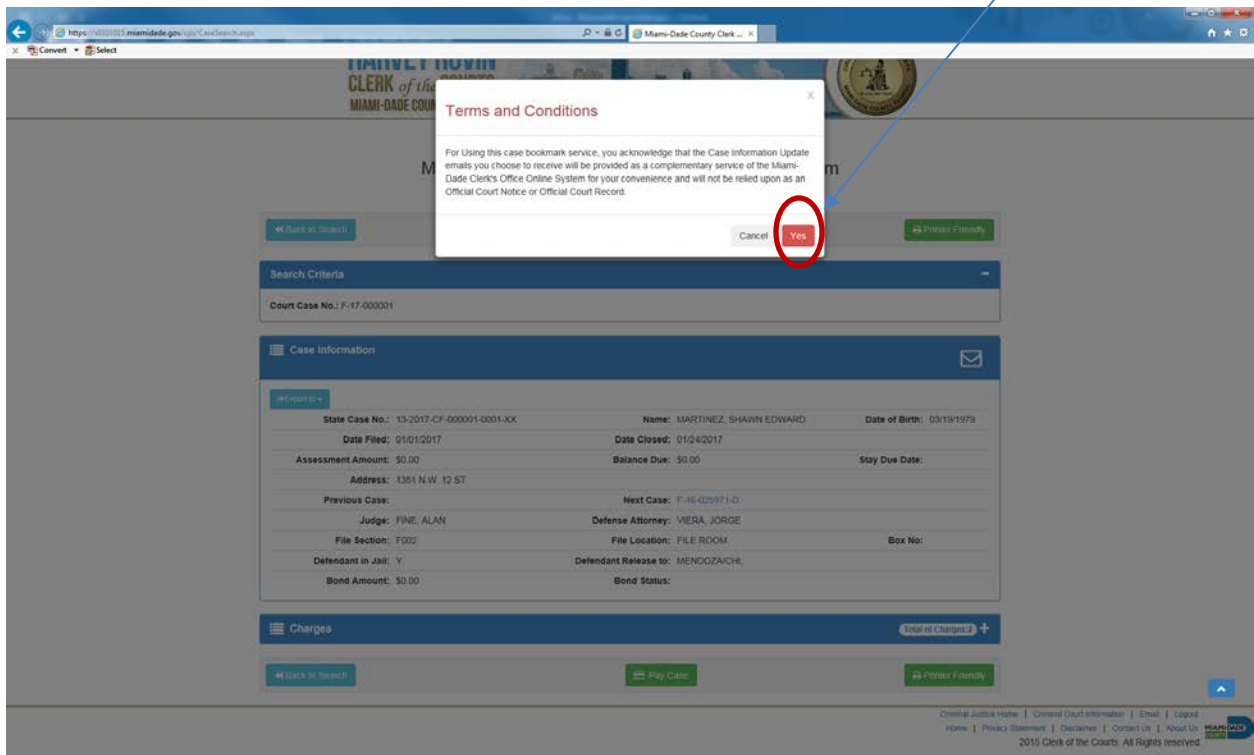
Charges Total of Charges: +

Dockets DISCLAIMER: Official Records of Criminal Cases prior to July, 2004 may not be available online. Total of Dockets: +

Back to Search Play Case Print Friendly

Add Case to the My Bookmarks

Click Yes to accept Terms and Conditions the first time a case is Bookmarked



Clerk of Courts Internet Bookmark, Notification and MS Excel Functionality User's Guide

Miami-Dade County Criminal Justice Online System

Search Criteria
Court Case No.: F-16-000045

Case Information

State Case No.: 13-2016-CF-000045-0001-JX	Name: SMITH, TAKIA A	Date of Birth: 05/15/1987
Date Filed: 01/06/2016	Date Closed: 02/01/2016	
Assessment Amount: \$0.00	Balance Due: \$0.00	Stay Due Date:
Address: 1351 N.W. 12 ST		
Judge: MURPHY, DENNIS J	Defense Attorney:	
File Section: F017	File Location: SCANNED	Box No:
Defendant in Jail: N	Defendant Release to: NUNEZCHI, CHG I	
Bond Amount: \$5,000.00	Bond Status: DISCHARGED	
Bond Type: SURETY	Bond Issue Date: 01/02/2016	

Charges Total of Charges: 3

Dockets Total of Dockets: 12

Remove Case from the My Bookmarks list

2015 Clerk of the Courts. All Rights reserved.

The bookmark list is easily accessible by clicking on the My Bookmarks link in the page header.

Home | Online Services | About Us | Contact Us | My Account | **My Bookmarks**

Clerk of Courts Internet Bookmark, Notification and MS Excel Functionality User's Guide

In the My Bookmarks page you can easily access the case, remove it from the list or enable/disable notifications for the case. Please note that notifications are enable by default.

The screenshot displays the "My Bookmarks" page. At the top, there is a navigation bar with links for Home, Online Services, About Us, Contact Us, My Account, and My Bookmarks. Below this is a banner for Harvey Ruvin, Clerk of the Courts, Miami-Dade County, Florida. The main content area is a table with the following data:

Court Case Number	System	Party Name	Hearing Date	Actions
F-16-000125	CJS	SETLIFF, STEVEN LEE	NOT SET	[Info] [Notifications] [Remove]
F-16-000215	CJS	ORTIZ, BELNARDO	NOT SET	[Info] [Notifications] [Remove]
F-16-000010	CJS	BRYANT, ROBERT LEE	NOT SET	[Info] [Notifications] [Remove]
F-15-000010	CJS	FUENTES, CARLOS BERTI	NOT SET	[Info] [Notifications] [Remove]
F-16-000123	CJS	THOMAS, BRADON	NOT SET	[Info] [Notifications] [Remove]
F-16-000025	CJS	FAJARDO, FERNANDO M	NOT SET	[Info] [Notifications] [Remove]
F-16-000045	CJS	SMITH, TAGIA A	NOT SET	[Info] [Notifications] [Remove]

Below the table, there is a pagination control showing "Showing 1 to 7 of 7 entries" and "Previous" and "Next" buttons. At the bottom of the page, there is a footer with links for Home, Privacy Statement, Disclaimer, Contact Us, About Us, and a copyright notice for 2015 Clerk of the Courts.

Clerk of Courts Internet Bookmark, Notification and MS Excel Functionality User's Guide

Every time any of your bookmarked cases with notifications enabled gets updated with new upcoming hearing information an email like the example below will be sent to you.

From: ClerksOffice@miamidade.gov [mailto:ClerksOffice@miamidade.gov]

Sent: Friday, August 19, 2016 8:00 AM

To: ***@***.***

Subject: Case Information Update B-16-014882

HARVEY RUVIN
CLERK of the COURTS
MIAMI-DADE COUNTY, FLORIDA



CASE INFORMATION UPDATE

Case Number : B-16-014882

Party or Defendant Name : OVERSTREET, TIFFANY

Hearing Date : 9/15/2016 9:30:00 AM

There has been an update to a court case that you have requested information on. You may login to your [online account](#) for additional information.

Thanking you,

Harvey Ruvin

Miami-Dade County Clerk of the Circuit and County Courts

NOTICE OF DISCLAIMER

This Case Information Update email is a service provided by the Miami-Dade Clerk's Office Online System for the convenience of our customers and should not be relied upon as an Official Court Notice or Official Court Record.

Clerk of Courts Internet Bookmark, Notification and MS Excel Functionality User's Guide

As part of this release we have added functionality to export Case Charges and Case Dockets to MS Excel. This will provide you with a tool to capture such information without having to screen scrape or invoke robotic searches upon our Internet pages.

The screenshot shows the Miami-Dade County Clerk's Office website. At the top, there is a header with the URL and the text "Miami-Dade County Clerk". Below this is a form displaying case information:

- Date Filed: 01/02/2017
- Date Closed:
- Assessment Amount: \$50.00
- Balance Due: \$50.00
- Stay Due Date:
- Address: 1351 N.W. 12 ST
- Judge: VENZER, ELLEN SUE
- Defense Attorney: TARJAN, JOSHUA
- File Section: F011
- File Location: FILE ROOM
- Box No:
- Defendant in Jail: N
- Defendant Release to: GOMEZ, LNI
- Bond Amount: \$10,000.00
- Bond Status: DISCHARGED
- Bond Type: SURETY
- Bond Issue Date: 01/05/2017

Below the case information, there are two tables. The first table is titled "Charges" and has a "Total of Charges: 3" indicator. It has a "Export to Excel" button circled in red. The second table is titled "Dockets" and has a "Total of Dockets: 31" indicator. It also has a "Export to Excel" button circled in red. Two callout boxes on the left point to these buttons:

- "Export Charges to Excell" (Note the typo 'Excell' in the original image)
- "Export Dockets to Excell" (Note the typo 'Excell' in the original image)

Seq No.	Charge	Charge Type	Disposition
1	BATTERY	MISDEMEANOR	DEF PROSECUTION PGM
2	ASSAULT/AGG/DWEAP	FELONY	DEF PROSECUTION PGM
1	ASSAULT/AGG/FIREARM	FELONY	NO ACTION

Seq. No.	Date	Book/Page	Docket
35	03/02/2017		DISCHARGE CERTIFICATE ISSUED 2017CCD004154
37	03/01/2017		ORDER GRANTING PERMISSION FOR DEFENDANT TO TRAVEL TO MEXICO
36	03/01/2017		ORDER TERMINATING PRE-TRIAL RELEASE CONDITIONS
35	03/02/2017		DISCHARGE CERTIFICATE ISSUED 2017CCD004154
34	03/01/2017		MOTION FOR PERMISSION TO TRAVEL FILED 03/01/2017 ORAL SET FOR 03/01/2017 AT 11:21 GRANTED
33	03/01/2017		LNI AMT/ 10000 DISCHARGED 03/01/2017 POWER/2017CCD04154
32	02/15/2017		DEFERRED PROSECUTION AGREEMENT & SPEEDY TRIAL WAIVER
31	02/15/2017		MEMO RE: DEFERRED PROSECUTION PROGRAM ACCEPTANCE
29	02/14/2017		REPORT RE: DEF PROS PGM-ACC/REJ SET FOR 03/01/2017 AT 09:32
27	01/31/2017		INTAKE UNIT ASSIGNED: FELONY DIVISION 11
26	01/31/2017		TRIAL PROS ASSIGNED: MACIAS, CARLOS
25	01/31/2017		DEFENSE ATTY PDEF/BLOOM, MICK
24	01/31/2017		DISC EXHBIT: STATE'S DEMAND FOR DEFN DISCV/DEMAND FOR ALIBI

The screenshot shows Microsoft Excel with the following data:

Seq	Description	Type	Sentence Type	Case Number
1	BATTERY	MISDEMEANOR	DEF PROSECUTION PGM	F17000015
2	ASSAULT/AGG/DWEAP	FELONY	DEF PROSECUTION PGM	F17000015
1	ASSAULT/AGG/FIREARM	FELONY	NO ACTION	F17000015

The Excel window title is "F-17-000015.xlsx [Protected View] - Excel" and the user is "Mukodsi, Miguel (COC)". The status bar at the bottom shows "13-2017-CF-000015-0001-XX" and "Ready".

Clerk of Courts Internet Bookmark, Notification and MS Excel Functionality User's Guide

F-17-000015 (1).xlsx [Protected View] - Excel Mukodi, Miguel (COC)

PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

Seq Num	Book Page	Date	Description	Case Number
38		03/02/201	DISCHARGE CERTIFICATE ISSUED	F17000015
35		03/02/201	DISCHARGE CERTIFICATE ISSUED	F17000015
37		03/01/201	ORDER: GRANTING PERMISSION FOR DEFENDANT TO TRAVEL TO MEXICO	F17000015
36		03/01/201	ORDER TERMINATING PRE-TRIAL RELEASE CONDITIONS	F17000015
34		03/01/201	MOTION FOR PERMISSION TO TRAVEL FILED 03/01/2017 ORAL SET FOR 03/01/2017 AT 11:21 GRANTED	F17000015
33		03/01/201	LNI AMT/ 10000 DISCHARGED 03/01/2017 POWER/2017CC004154	F17000015
32		02/15/201	DEFERRED PROSECUTION AGREEMENT & SPEEDY TRIAL WAIVER	F17000015
31		02/15/201	MEMO RE: DEFERRED PROSECUTION PROGRAM ACCEPTANCE	F17000015
29		02/14/201	REPORT RE: DEF PROS PGM-ACC/REJ SET FOR 03/01/2017 AT 09:32	F17000015
27		01/31/201	INTAKE UNIT ASSIGNED: FELONY DIVISION 11	F17000015
26		01/31/201	TRIAL PROS. ASSIGNED: MACIAS, CARLOS	F17000015
25		01/31/201	DEFENSE ATTY PDEF/BLOOM, MICKI	F17000015
24		01/31/201	DISC EXHIBIT: STATE'S DEMAND FOR DEFN DISCV/DEMAND FOR ALIBI	F17000015
21		01/31/201	REPORT RE: PLEA SET FOR 02/14/2017 AT 09:30	F17000015
20		01/23/201	DEFENSE ATTY PDEF/LEWIS, NORA C	F17000015
19		01/19/201	INFORMATION FILED	F17000015
15		01/11/201	ARRAIGNMENT HEARING SCHEDULED FOR 01/31/2017 AT 09:30	F17000015
16		01/06/201	BOND RECEIVED POWER/RECEIPT# 2017CC004154	F17000015
14		01/05/201	LNI AMT/ 10000 ISSUED 01/05/2017 POWER/2017CC004154	F17000015
22		01/04/201	NOTICE OF DEFENDANT'S RIGHT TO COUNSEL	F17000015
13		01/03/201	WAIVER OF PRE-TRIAL CONFERENCE	F17000015
12		01/03/201	DEMAND FOR TRIAL BY JURY	F17000015
11		01/03/201	NOTICE OF DISCOVERY	F17000015
10		01/03/201	ACKNOWLEDGMENT OF APPOINTMENT & WRITTEN PLEA OF NOT GUILTY	F17000015
8		01/03/201	AFFIDAVIT FOR INDIGENT STATUS - INDIGENT	F17000015
6		01/02/201	INTAKE UNIT ASSIGNED: FELONY DOMESTIC CRIMES	F17000015
5		01/02/201	INTAKE PROS. ASSIGNED: GOVEA-PL, BARBARA-JC	F17000015
4		01/02/201	CURRENT BOND STATUS CNT1 10K	F17000015
3		01/02/201	FIRST APPEARANCE/BOND HEARING - P.M.	F17000015
2		01/02/201	ATTORNEY TYPE APPOINTED AT BOND HEARING PUBLIC DEFENDER	F17000015
1		01/02/201	STAY AWAY ORDER - PRE TRIAL CONDITIONAL NICOLAS RIVERO	F17000015

13-2017-CF-000015-0001-XX

Ready