



**Interpreter Resource Management Application (IRMA)
Release Overview - 2023**

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Table of Contents

About this Document	3
February Release	3
Scheduler Notifications	3
Hearing Start Time Changed Flag	4
Party Name and Party Type in Today's Work Request view	4
Work Request List View	5
Interpreter Default Address is Missing	5
Interpreter Unavailable Time	6
Central Time label	7
Multiple Browser Tab Logout	9
Interpreter assigned notification	10
IRMA Welcome Page Text Change	10

Interpreter Resource Management Application (IRMA) - 2023

About this Document

This document contains detailed information about the 2023 releases for the Interpreter Resource Management Application (IRMA).

February Release

Scheduler Notifications

- There is one change and one new Scheduler notification created.
- The Interpreter Untimely Cancellation Notification was changed so that only the Scheduler that assigned the interpreter to this work request will receive the notification.
- A new Scheduler notification was created for when comments have been added or changed to a non-MNCIS related work request.

The Non-MNCIS Event Comment has changed for Work Assignment 10

New Comment - testing 1

Please log into IRMA for more information.

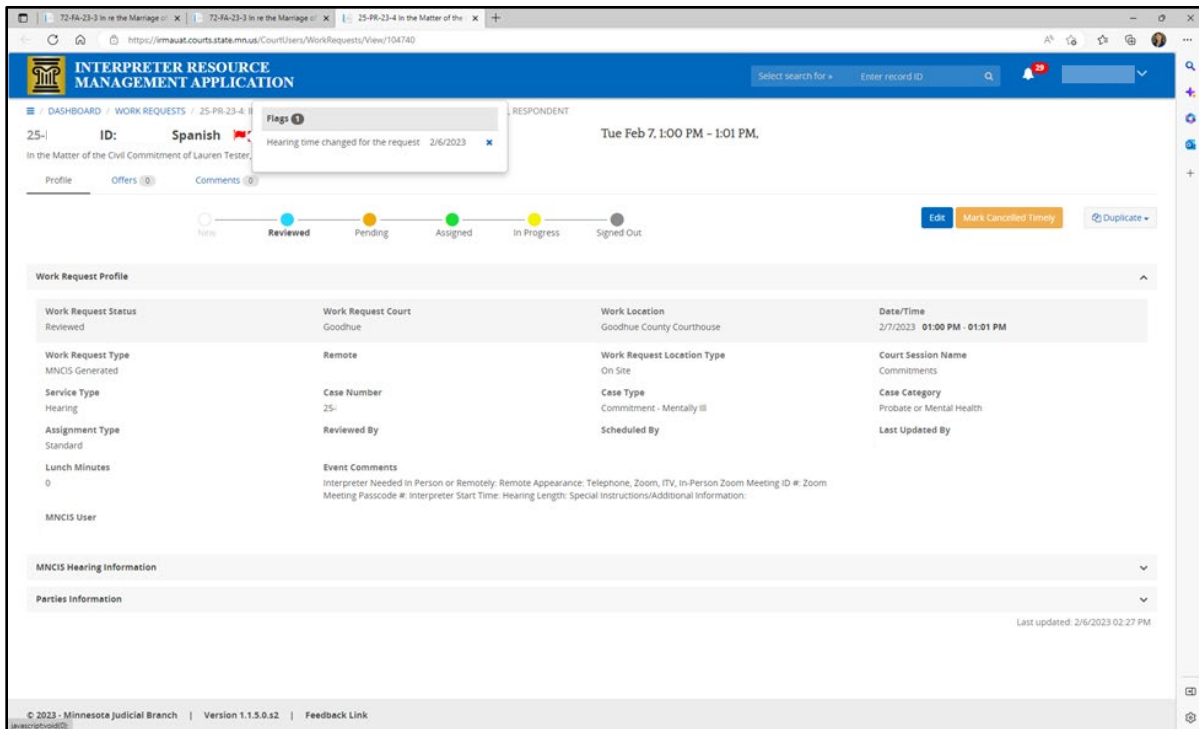
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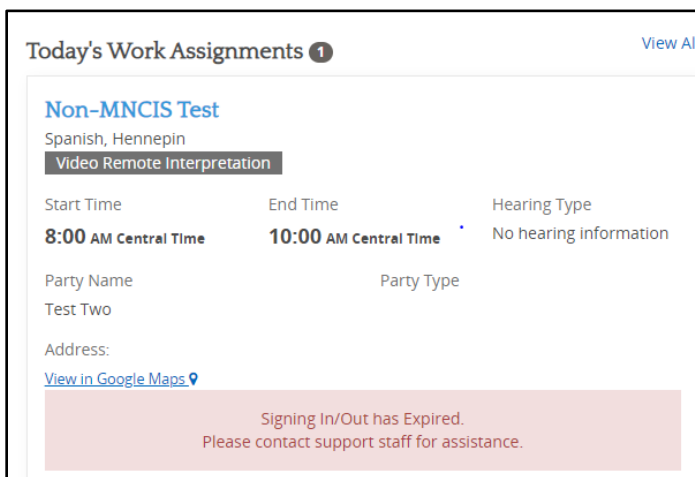
Hearing Start Time Changed Flag

A new flag was created for when the hearing time changes on a work request when the work request is in the New, Reviewed or Pending Offer status.



Party Name and Party Type in Today's Work Request view

An update was made to fix with the party name and party type not appearing in the Today's Work Request view for Interpreters.



Interpreter Resource Management Application (IRMA) - 2023

Work Request List View

The work request list view was updated to remove the expanded function. This applies to the Coordinator and Scheduler roles.

The screenshot shows the 'INTERPRETER RESOURCE MANAGEMENT APPLICATION' dashboard. The 'Work Requests' section is active, displaying a list of requests. The interface includes a search bar, filters for 'All', '24 Hrs', '36 Hrs', and '48 Hrs', and a 'Settings' icon. Two requests are visible:

Date	Location	Status	ID	Event Type	VRI	Judge
Mon, Feb 6	Hennepin	Assigned		Test Two		Test Two
8:00 AM - 10:00 AM	Non-MNCIS Test Spanish	Interpreter: Not Signed in		IRMA: 1/31/2023 09:43 AM by		Judge: No hearings
	Standard, Remote					
Mon, Feb 6	Goodhue	Pending Offer		Hearing		Tester, Lauren
8:30 AM - 10:30 AM	25-PR-23-4 Spanish	1 Interested		IRMA: 2/2/2023 03:01 PM by		Judge: Not Available
	Standard, Remote	No interpreter assigned				

Interpreter Default Address is Missing

The work request needing actions section was updated to include work requests where the fast-track interpreter default address is missing. This change impacts the Coordinator, Scheduler, and Level 2 Approver roles.

The screenshot shows the 'Work Requests Needing Actions' section with 22 items. A table lists the following request:

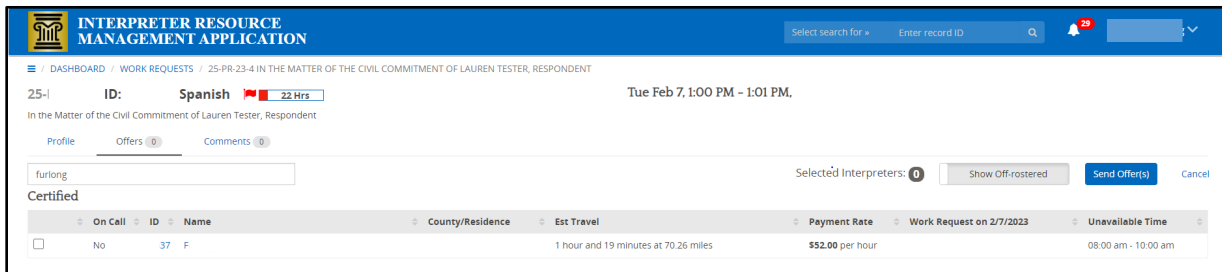
ID	Status	Event	Issue	Date	Time	Location	Role	Category
10	Signed Out	Fast Track Test 2	-Interpreter default address is missing.	1/30/2023	3:00 PM - 4:00 PM	Hennepin	FT Interpreter	Non-MNCIS

The invoicing logic was also changed so that any work request that doesn't have a default address will not go through the invoice generation process. This fixes the error that Schedulers were getting when trying to open and review an invoice that was for a work request was assigned to an interpreter that doesn't have a default address.

Interpreter Resource Management Application (IRMA) - 2023

Interpreter Unavailable Time

An enhancement was added to that Schedulers can see the interpreter's unavailable time on both the Offer and Work Request pages.



INTERPRETER RESOURCE MANAGEMENT APPLICATION

Select search for Enter record ID

DASHBOARD / WORK REQUESTS / 25-PR-23-4 IN THE MATTER OF THE CIVIL COMMITMENT OF LAUREN TESTER, RESPONDENT

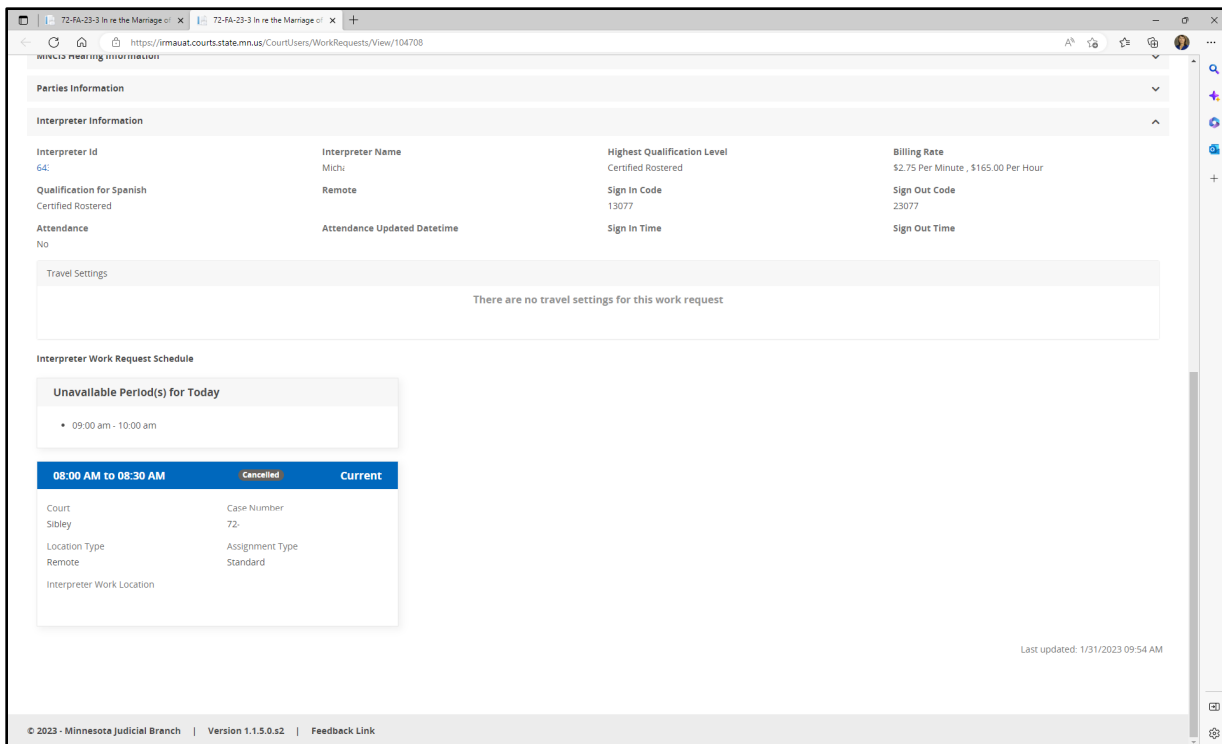
25-PR-23-4 ID: **Spanish** 22 Hrs Tue Feb 7, 1:00 PM - 1:01 PM.

In the Matter of the Civil Commitment of Lauren Tester, Respondent

Profile Offers (0) Comments (0)

Selected Interpreters: (0)

On Call	ID	Name	County/Residence	Est Travel	Payment Rate	Work Request on 2/7/2023	Unavailable Time
<input type="checkbox"/>	No	37 F		1 hour and 19 minutes at 70.26 miles	\$52.00 per hour		08:00 am - 10:00 am



72-FA-23-3 In re the Marriage of 72-FA-23-3 In re the Marriage of

https://irmaut.courts.state.mn.us/CourtUsers/WorkRequests/View/104708

Parties Information

Interpreter Information

Interpreter Id 64	Interpreter Name Michu	Highest Qualification Level Certified Rostered	Billing Rate \$2.75 Per Minute , \$165.00 Per Hour
Qualification for Spanish Certified Rostered	Remote	Sign In Code 13077	Sign Out Code 23077
Attendance No	Attendance Updated Datetime	Sign In Time	Sign Out Time

Travel Settings

There are no travel settings for this work request

Interpreter Work Request Schedule

Unavailable Period(s) for Today

- 09:00 am - 10:00 am

08:00 AM to 08:30 AM	Cancelled	Current
Court Sibley	Case Number 72-	
Location Type Remote	Assignment Type Standard	
Interpreter Work Location		

Last updated: 1/31/2023 09:54 AM

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Central Time label

A Central Time label has been added to the following Interpreters/Agencies:

- Screen/Pages
 - Offer
 - Work assignment
- Notifications
 - #2 – Notification to Interpreters for Work Request Offer
 - #7 – Work Request Offer is assigned to Interpreter
 - #8 – Work Request Offer is assigned to Agency
 - #22 – Notification to Interpreters for Work Request Offer Confidential
 - #23 – Work Request Offer is assigned to Interpreter confidential
 - #24 – Work Request Offer is assigned to agency confidential
 - #25 – Notification to Agency for Work Request Offer
 - #26 – Notification to Agency for Work Request Offer Confidential
 - #32 – Work Request is assigned to agency

Interpreter Resource Management Application (IRMA) - 2023

Pending Work Request Offer 1/31/2023 09:52 AM

An offer has been sent to you. You can view the offer from your IRMA dashboard. Please respond as *Interested* or *Declined*. By responding as *Interested*, you are agreeing you are available to do this work request if it is assigned to you. If you are assigned to this work request, it will be confirmed as a work assignment in IRMA.

Offer for Work Request ID 10.

Date: 2/3/2023
 Time: 8:00 AM - 8:30 AM Central Time
 Work Location:
 Location Type: Remote
 Hearing Court: Sibley
 Payment Rate: \$2.75
 Language: Spanish
 Party: Tester4, IRMA - Respondent
 Case Number: 72-
 Case Title: In re the Marriage of IRMA Tester3 vs IRMA Tester4
 Case Type: Family Other
 Hearing Type: Hearing
 Response Requested By: N/A
 Offer Comments: No offer comments

Please check the party name and case details to ensure this offer does not present a conflict of interest.

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MN Court Interpreter Program
 State Court Administrator's Office
 25 Rev. Dr. Martin Luther King Jr. Blvd.
 St. Paul, MN 55155
 (651) 297-5300
MNCourtInterpreterProgram@courts.state.mn.us

DASHBOARD

Profile Assignments Offers Invoices

< Today > 6 - February 12, ... Day Week Month Agenda

Monday, February 6	Thursday, February 9
<p>8:00 AM - 10:00 AM Non-MNCIS Test, Spanish Test Two</p>	
Tuesday, February 7	Friday, February 10
Wednesday, February 8	Saturday, February 11
	Sunday, February 12

Today's Work Assignments View All

Non-MNCIS Test
 Spanish, Hennepin
 Video Remote Interpretation

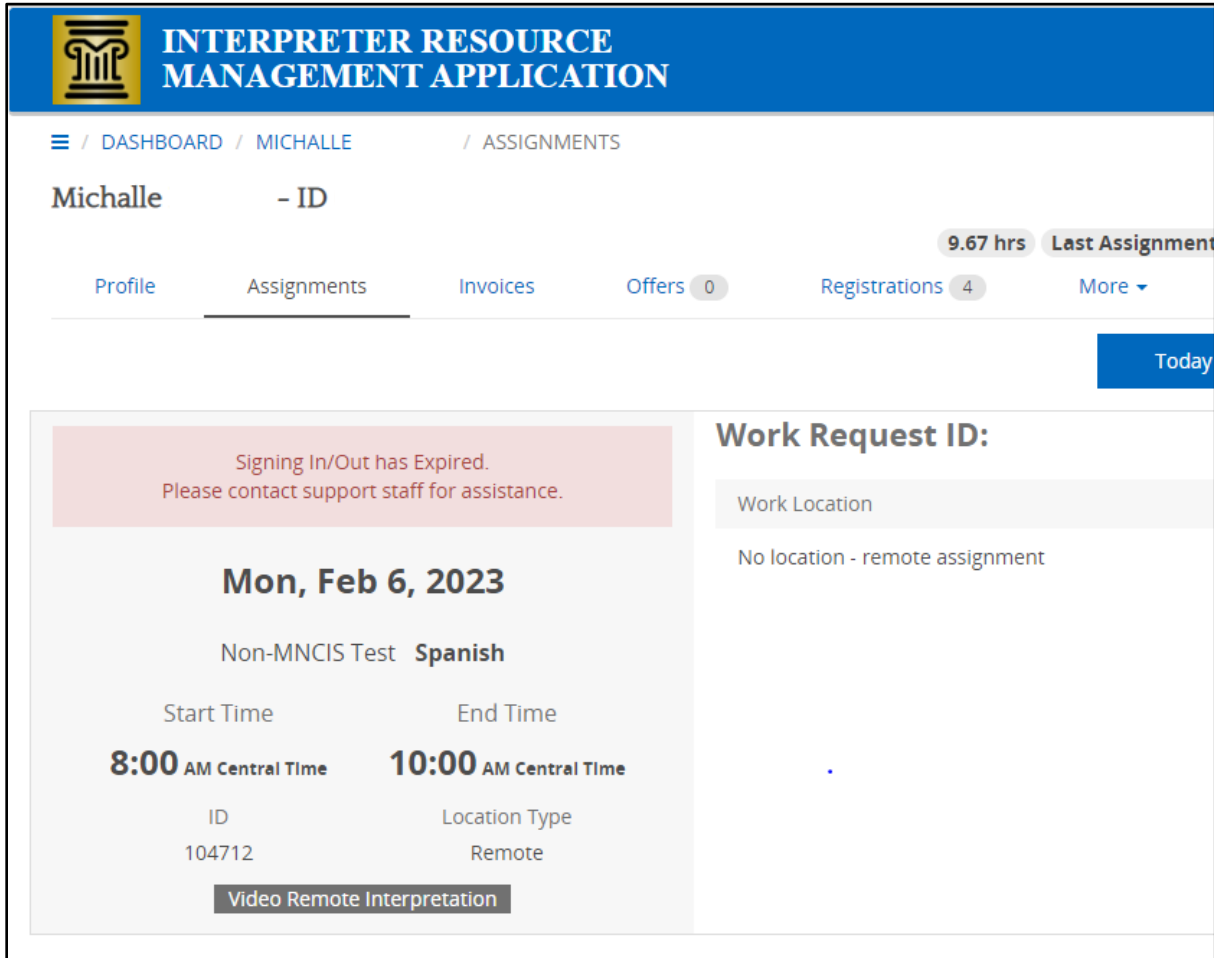
Start Time	End Time	Hearing Type
8:00 AM Central Time	10:00 AM Central Time	No hearing information

Party Name: Test Two Party Type:

Address:
[View in Google Maps](#)

Signing In/Out has Expired
Please contact support staff for assistance.

Interpreter Resource Management Application (IRMA) - 2023



The screenshot shows the IRMA application interface for user Michalle. The header includes the Minnesota Judicial Branch logo and the text "INTERPRETER RESOURCE MANAGEMENT APPLICATION". Below the header, there is a navigation bar with "DASHBOARD / MICHALLE / ASSIGNMENTS". The user's name "Michalle" and "- ID" are displayed. A summary bar shows "9.67 hrs" and "Last Assignment". Below this, there are tabs for "Profile", "Assignments", "Invoices", "Offers 0", "Registrations 4", and "More". A "Today" button is visible on the right. The main content area features a red warning box: "Signing In/Out has Expired. Please contact support staff for assistance." Below this, the date "Mon, Feb 6, 2023" is shown, followed by "Non-MNCIS Test Spanish". A table displays assignment details: Start Time (8:00 AM Central Time), End Time (10:00 AM Central Time), ID (104712), and Location Type (Remote). A "Video Remote Interpretation" button is located at the bottom of the assignment details. To the right, the "Work Request ID:" section shows "Work Location" as "No location - remote assignment".

Multiple Browser Tab Logout

An enhancement was added so that when a user has IRMA open on multiple tabs, when the user logs out of IRMA in one tab, all of the tabs will logout. This enhancement is for all roles.



The screenshot shows a browser window with multiple tabs open, each titled "Logout Warning - Interpreter Res...". The address bar shows the URL "https://irmauat.courts.state.mn.us/Home/LogoutWarning". The page header includes the Minnesota Judicial Branch logo and the text "INTERPRETER RESOURCE MANAGEMENT APPLICATION". A red warning box is displayed with the message: "Please close your browser or all open tabs to fully close out of IRMA."

Interpreter Resource Management Application (IRMA) - 2023

Interpreter assigned notification

A new Interpreter Assigned notification was created for when an interpreter is assigned to a non-MNIS work request. The notification will go to the user that created the non-MNCIS work request.

Interpreter Assigned to Non-MNCIS Work Request. 1/31/2023 09:43 AM

An interpreter has been assigned to:

Work Request ID: 10
Work Request Date: 2/6/2023
Interpreter Name: Michalle
Click here to view the details: <https://irmaut.courts.state.mn.us/>


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State Court Administrator's Office
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MNCourtInterpreterProgram@courts.state.mn.us

IRMA Welcome Page Text Change

Text changes were made to the Court Staff section of the Welcome to IRMA page.

 **INTERPRETER RESOURCE
MANAGEMENT APPLICATION** LOGIN

Welcome to IRMA The site will be down for maintenance between 10am and 4pm every Sunday.

The Interpreter Resource Management Application is a secure application hosted by the Minnesota Judicial Branch.

To login, please click the LOGIN button in the top right and select your role.

- > **Court Staff**
You will go to MyCourtMN Log In page. Click the Court Staff Login button. This will give you the correct access to IRMA.
- > **Interpreters/Agencies**
You will go to MyCourtMN Log In page. Follow the instructions and create an account. If you have already created an account, enter your Email address and Password to login. You will go to the IRMA dashboard.

For more information about IRMA and help documents please visit the [Court Interpreter Program](#), [Interpreter Resources](#) page on the Minnesota Judicial Branch website. IRMA information is in the [Interpreter Assignments and Payments](#) tab.

On Sundays between 10:00 AM and 5:00 PM, you may not be able to validate the case numbers or submit invoices due to server maintenance schedules.

IRMA Technical Support

If you need support or assistance for IRMA, please use the appropriate instructions below.

Court Staff
Please submit a ticket through ServiceNow

Interpreters/Agencies
Please use the following link to submit a request:
[Technical Support Request](#)