

## Overview

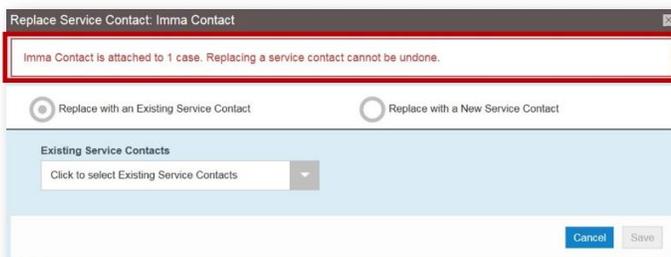
On June 16, 2017 the eFile and eServe (eFS) release 3.16 will be implemented. This release includes new and updated features for filers using HTML5. With this release, there is no impact on filers using the Silverlight platform with eFS.

## New Features Impacting Filers Using HTML5

### Addition of Warning Message on Attempts to Replace a Service Contact

While viewing the actions that can be performed on their service contacts, users sometimes mistakenly select the option to replace a service contact. The system has been updated to include a message warning the user that the action to replace a service contact cannot be undone. The message also indicates the number of cases to which the service contact is linked. The user then has the option to cancel the action, or to continue with the replacement.

This warning message will appear when replacing Filer Service Contacts or Firm Service Contacts.



### Addition of Warning Message on Attempts to Delete a Firm Service Contact

While viewing the actions that can be performed on their service contact, in addition to replacing a service contact, users mistakenly select the option to delete a service contact. The system has been updated to include a message warning the user that the action to delete a service contact cannot be undone. The message also indicates the number of cases to which the service contact is linked. The user then has the option to cancel the action or to continue with the deletion. This warning message will appear when deleting Filer Service Contacts or Firm Service Contacts.

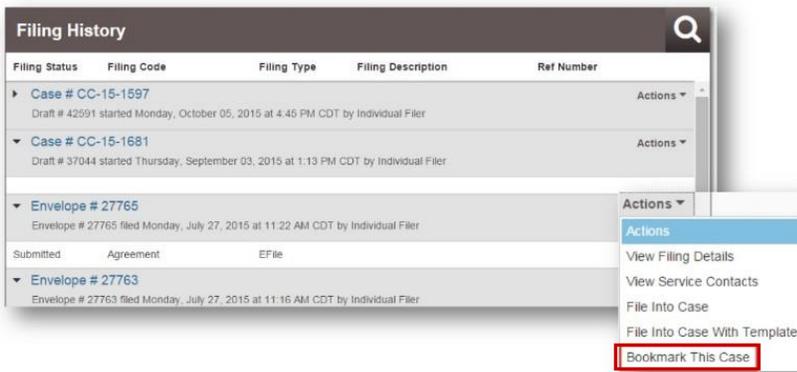


eFS 3.16 New Features and Updates

**New Features Impacting Filers Using HTML5 *continued***

Addition of Case Bookmarks Feature

The system has been updated to include the ability to identify and mark (bookmark) specific cases for quick access. Users can bookmark a case from the Filing History page or from the case search results list. After a case is bookmarked, it is displayed on the Bookmarks page where you can view all cases that you have bookmarked. Each case listing includes an **Actions** drop-down list that allows you to file into that case, access the service contacts for the case, or remove the bookmark from the case.



Added the Cancel Icon to the Filing History Page

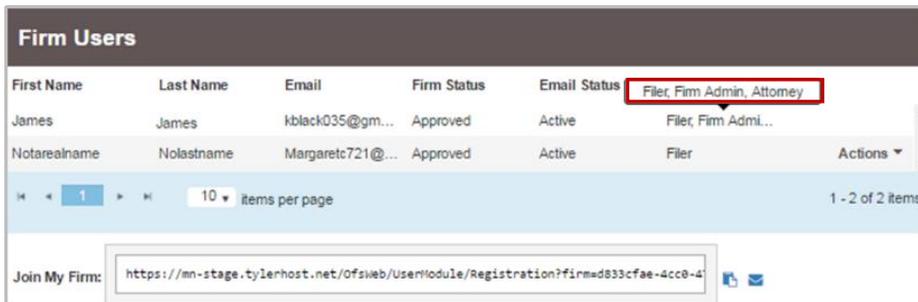
The Actions menu associated with a submitted filing listed on the Filing History page only contains one action and therefore should be changed. A Cancel icon has replaced the Actions menu for a submitted filing.



**New Features Impacting Filers Using HTML5 *continued***

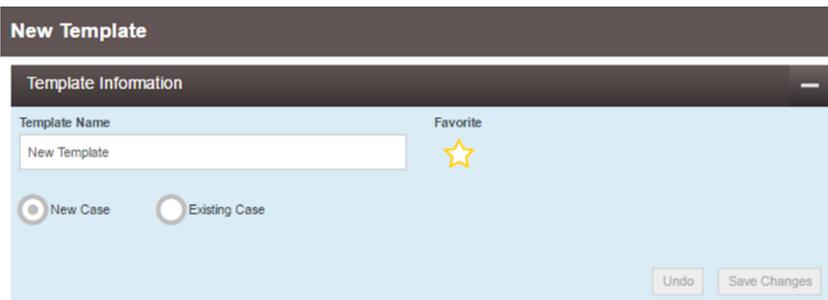
**Display of Firm User Roles**

The system has been updated to show the Attorney role in the Roles column of the Firm Users page for firm users who have been assigned that role. Additionally, tooltips now show all of the roles that a firm user has been assigned, including the roles that are not displayed in the Roles column due to space limitations.



**Redesigned Template Page**

The New Template page in eFS has been updated to appear more consistent with other pages in the system.



### New Features Impacting Filers Using HTML5 *continued*

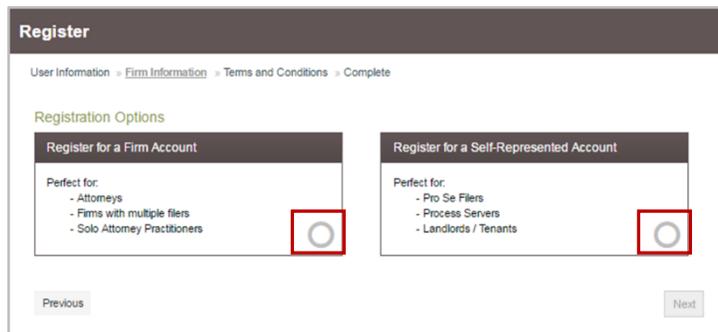
#### Improved Usability of Optional Services Section

The Optional Services section has been redesigned and is now more prominently displayed when the user enters a case filing and selects a filing code. In addition, the Add New Optional Service button has been renamed and moved to a different location within the section. It now follows the Optional Service, Quantity, and Fee Amount fields.



#### Redesigned Register Page for New Users

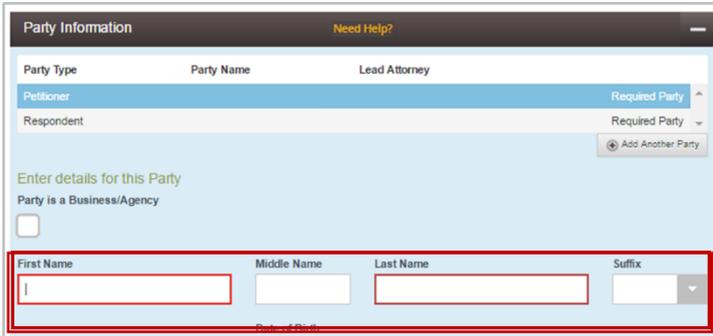
The Register page in eFS has been updated to be more consistent with the other pages in the system.



**New Features Impacting Filers Using HTML5 *continued***

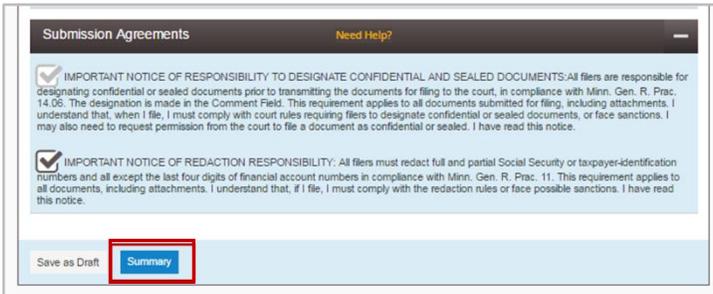
**Change to Party Information Section**

The guidance text in the Party Information section has been removed. The text used to resemble a text input box, which caused confusion for filers. Required text for the input fields continue to be surrounded by a red border to guide filers.



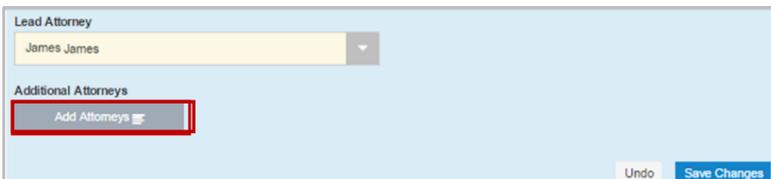
**Changes to Envelope Summary Page**

The system has been updated so Filers can more easily determine they are on the Envelope Summary page and a filing has not yet been submitted. The Continue button on the filing draft page has changed to the Summary button. The page title has changed from the Confirm Envelope Details page to the Envelope Summary page. The following guidance text has been added to the Envelope Summary page between the page title and the Case Information section: “Review and submit your envelope”.



**Change to Add Attorney Button**

Since the system allows filers to add more than one attorney to a case filing, the Add Attorney button has been pluralized. When the filer clicks the button, the name of the dialog has also been changed to Add Attorneys. After selecting additional attorneys, their names will display next to the Add Attorneys button in the Additional Attorneys section.



**New Features Impacting Filers Using HTML5 *continued***

**Movement of Attorney Fields in Party Information Section**

The Lead Attorney field has been moved. It is now located after the party information fields to avoid confusion and reduce filers from mistakenly entering party names in the Lead Attorney fields.

The screenshot shows the 'Party Information' form. At the top, there is a table with columns for 'Party Type', 'Party Name', and 'Lead Attorney'. Below this, there are input fields for 'First Name', 'Middle Name', 'Last Name', and 'Suffix'. A 'Date of Birth' field with a calendar icon is also present. The 'Country' is set to 'United States of America'. Address fields include 'Address Line 1', 'Address Line 2', 'City', 'State', and 'Zip Code'. 'Phone Number' and 'Filer ID' fields are also visible. A red box highlights the 'Lead Attorney' dropdown menu, which currently shows 'James Jacob'. Below it is an 'Additional Attorneys' section with an 'Add Attorneys' button. 'Undo' and 'Save Changes' buttons are at the bottom right.

**Party Responsible for Fees and Payment Account Order Switch**

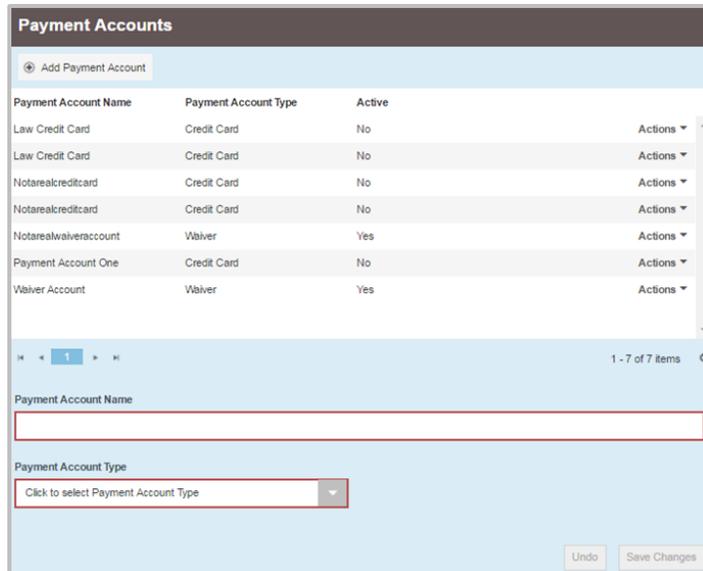
In the Fees section of the envelope, the system has been updated so the Payment Account field is displayed first, followed by the Party Responsible for Fees. The order of the fields was switched.

The screenshot shows the 'Fees' section of an envelope. It features a table with 'Description' and 'Amount' columns. The 'Filing Fee' is listed as \$0.00, and the 'Filing Total' is \$0.00. Below the table, a summary shows 'Total Filing Fee' (\$0.00), 'E-File Fee' (\$1.00), and 'Court E-File Fee' (\$1.00), with an 'Envelope Total' of \$2.00. The 'Payment Account' field is a dropdown menu with the text 'Click to select Payment Account'. Below it is the 'Party Responsible for Fees' field, also a dropdown menu with the text 'Click to select Party Responsible for Fees'. The 'Filer Type' is set to 'Default'. 'Undo' and 'Save Changes' buttons are at the bottom right.

**New Features Impacting Filers Using HTML5 *continued***

**Payment Account Name Field Updated to Display More Clearly**

The system has been updated to provide filers with clearer instructions when adding a new payment account on the Payment Accounts page. The page now expands with additional fields and the Payment Account Name field is more prominently displayed when the filer clicks Add Payment Account. The cursor moves down the page to the Payment Account Name field, and the filer is prompted to type an entry in the field.



**No Authorization Request for Zero Dollar Transactions**

The system will no longer send payment authorization requests to the filer’s credit card company if no cost is associated with the envelope (i.e., zero dollar transactions). For example, if the eFS transaction is \$0, there will not be a charge.



**Consistent Display of Waived Fees**

The system has been updated to show filers the same summary of fee amounts in the Filing Details as they see in email notifications. The system now shows waived fees as \$0.00, along with a notice that fees were waived, in several locations in the system. These locations include the Fees section in the Filing screen, Filing Summary screen, Filing Details screen, and the Print/Receipt screen. Waived fees are also shown in financial reconciliation and filings reports.



**New Features Impacting Filers Using HTML5 *continued***

Editing Party Information on a New Case

The system has been updated to allow independent filers to edit the party fields when selecting the “I am this party” option in a new case filing. The party fields are no longer read-only when this feature is used.

**Note:** This is only possible at case initiation. A filer cannot edit address information for a party after the case is established. Court administration must make address changes in the court’s case management system (MNCIS) after the case is created.

Remove Requirement for Secret Question on Password Reset

The system has been updated so filers are no longer required to answer a security question when they reset their own passwords. A screen is displayed from which filers must select their registered email address. If you select the proper images during the verification process, the first screen is displayed again, and the “I’m not a robot” check box is now selected.