

Defense Attorney Inquiry Web Portal

The Spartan Defense Attorney Inquiry web portal allows attorneys to view all warrants on cases assigned to them. Attorneys can find warrants by defendant name, warrant number, indictment number, law enforcement case number (e.g., incident number), and by assigned prosecutor.

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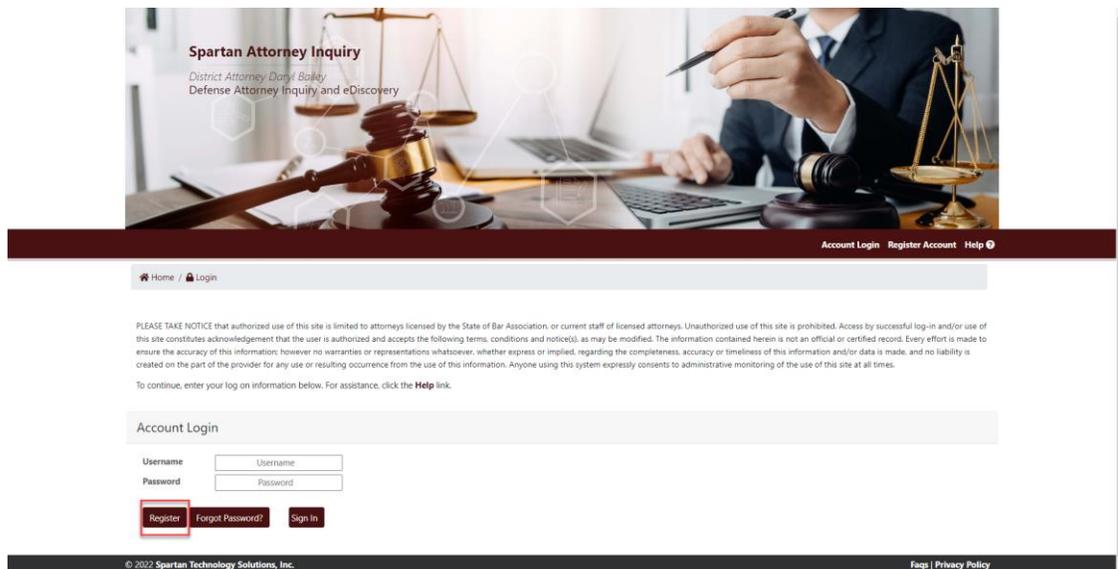
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Creating a New User Account

The Defense Attorney Inquiry web portal requires users to log in with a user name and password; only registered attorneys may use this application.

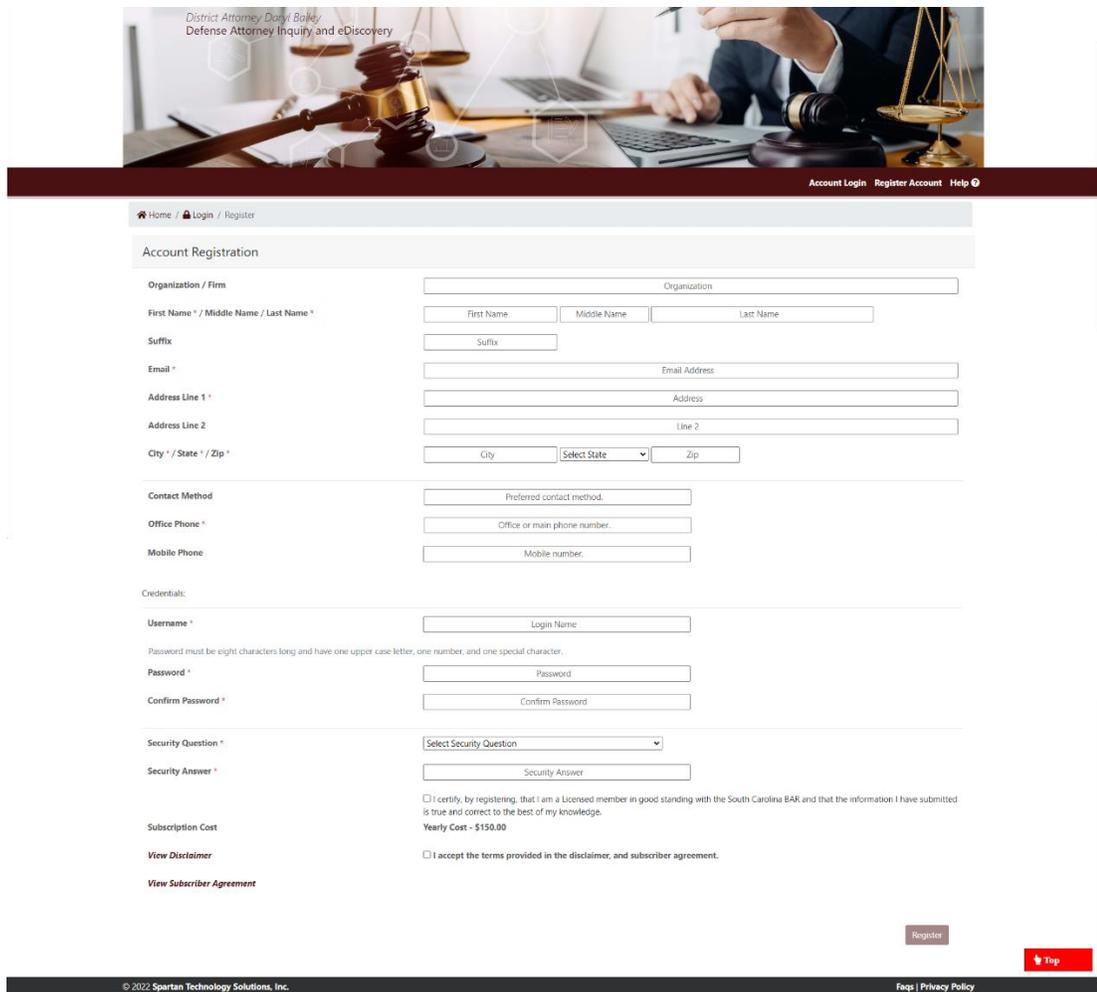
NOTE: The portal locates warrants by matching the user name entered during the log-on process with the attorney user name stored in PCMS. Therefore, **the user name must be entered in the Prosecutor’s system first** before a user can log in. Contact Prosecutor’s office directly to verify that user name has been entered into their system.

1. Click **Register Account** on the Defense Attorney Inquiry log in page.



2. Complete all fields in screen below (do not enter dashes for phone number)

- Create user name, password, enter work email address
- Select security question and provide answer
- Check if in good standing with SCBar
- Then click **Register**



District Attorney Daryl Bakley
Defense Attorney Inquiry and eDiscovery

Account Login Register Account Help

Home / Login / Register

Account Registration

Organization / Firm

First Name * / Middle Name / Last Name *

Suffix

Email *

Address Line 1 *

Address Line 2

City * / State * / Zip *

Contact Method

Office Phone *

Mobile Phone

Credentials:

Username *

Password must be eight characters long and have one upper case letter, one number, and one special character.

Password *

Confirm Password *

Security Question *

Security Answer *

I certify, by registering, that I am a Licensed member in good standing with the South Carolina BAR and that the information I have submitted is true and correct to the best of my knowledge.
Yearly Cost - \$150.00

I accept the terms provided in the disclaimer, and subscriber agreement.

[View Disclaimer](#)

[View Subscriber Agreement](#)

Register

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3. A successful registration message displays.

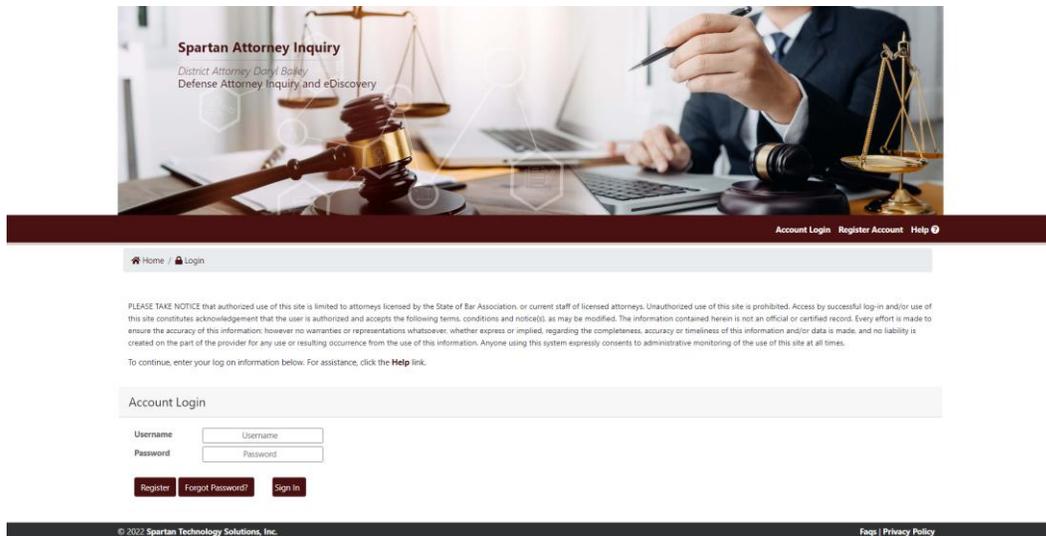
NOTE: An error message will display if any of the info is entered incorrectly or if the user name has not first been registered with the Prosecutor’s Office, as noted previously.

4. Although clicking **Continue** will return to the login screen, the new account will not be active until registration has been approved. Only those with admin access within the Prosecutor’s office can approve new registrations.

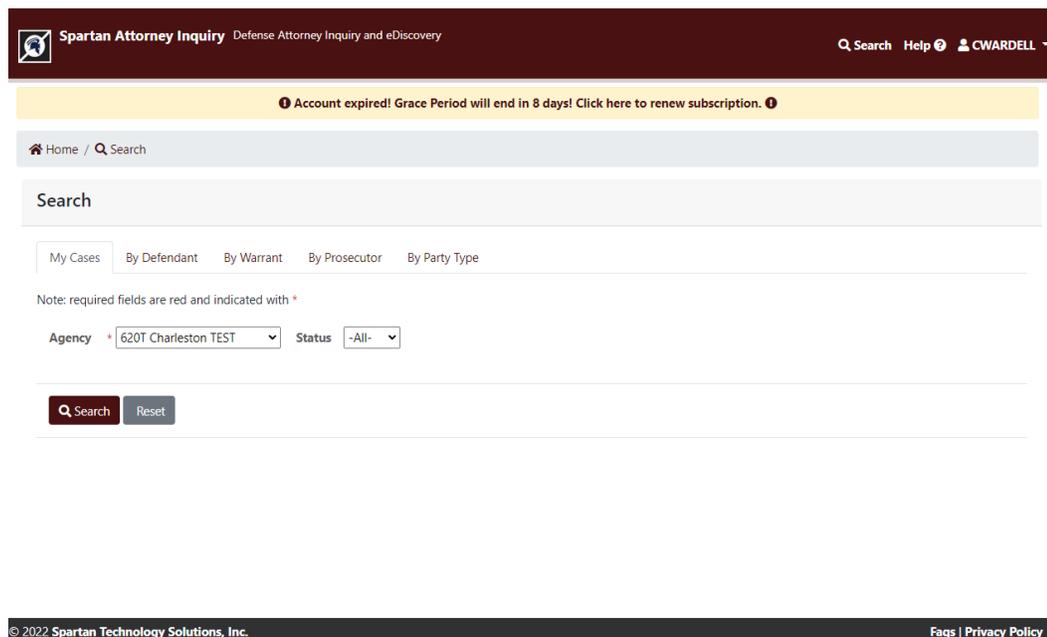
Logging into the System

1. Once notified that the account has been approved, enter user name and password in appropriate fields.
2. Click **Log In**.

Note: Passwords are case-sensitive; the password **TEST** is not the same as **test**. Also note that the password does not display for security reasons.

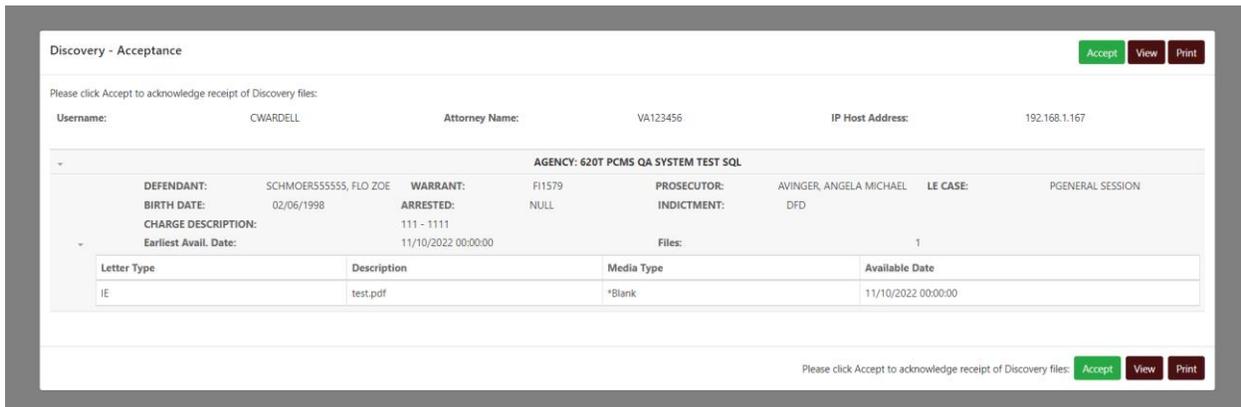


3. If the log in is successful, the main search screen displays:



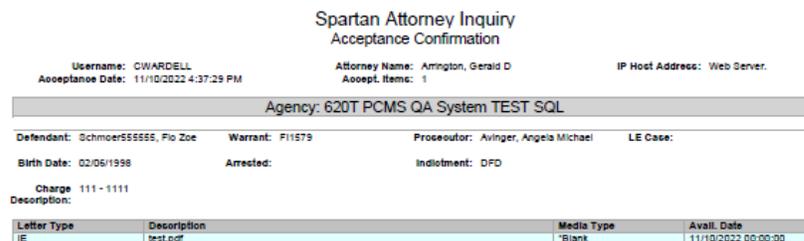
Discovery Acknowledgement

When a Defense Attorney logs on to the Inquiry web portal - *if any new discoveries have been made available to them* - a pop-up window will appear:



This screen will show information related to the case such as the name of the Defendant, the warrant #, Prosecutor, etc.

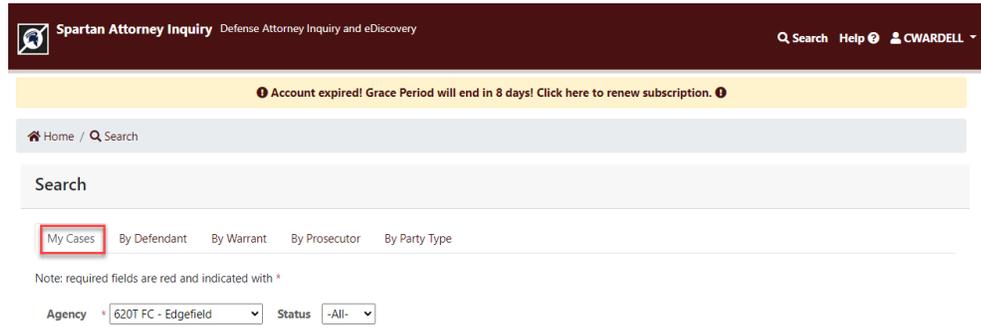
1. Select **View & Print** to both read and print a receipt for the files (discoveries) to be accepted.



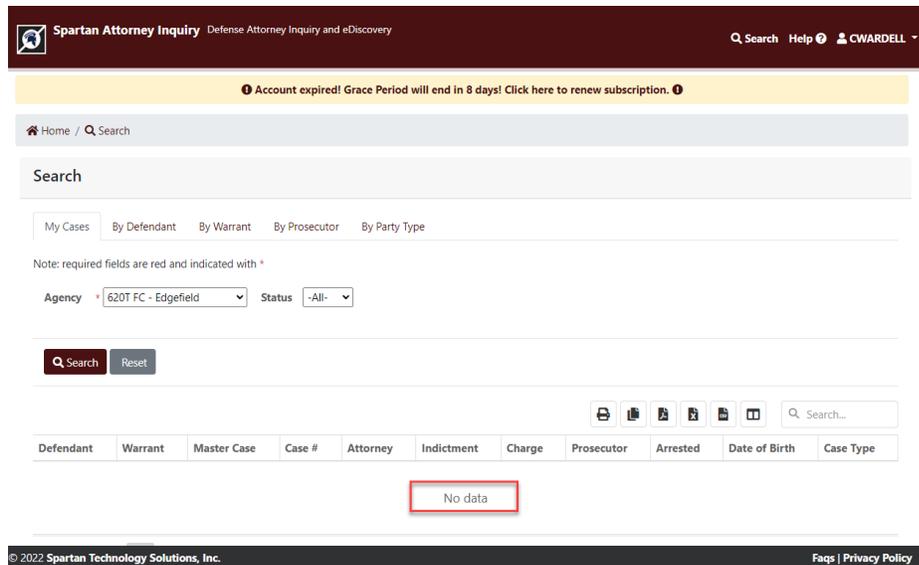
2. Click **Accept** to send a receipt that confirms that the discoveries have been accepted; users may now use the search screen within the DA Inquiry portal.
3. To review the new discoveries, search for this case by warrant number, name of defendant, or click My Warrants.

Searching Cases by My Warrants

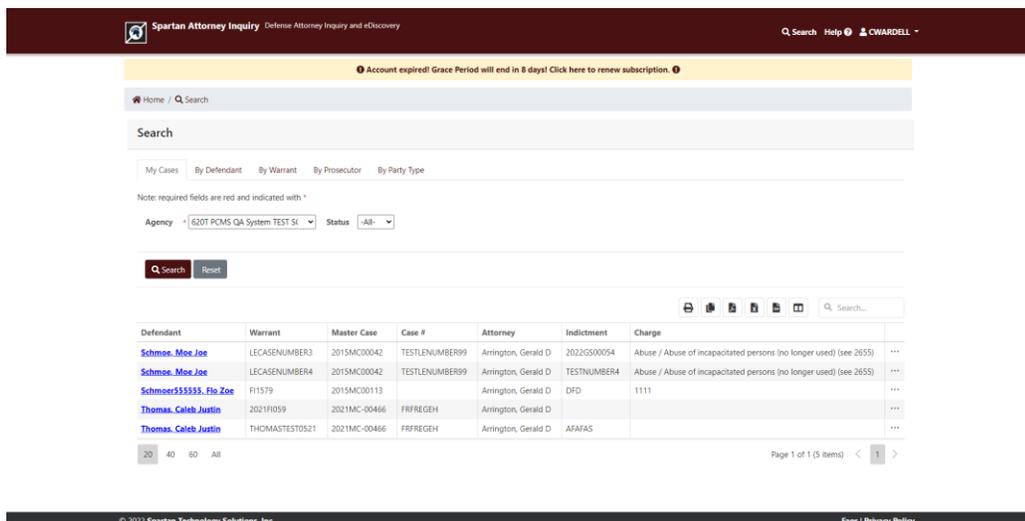
1. Select the **My Warrants** tab, select Agency and Status **ALL, OPEN, or CLOSED** warrants.) Click **Search** to view list of all open cases assigned to the defense attorney associated with the login.



2. If the attorney has no current warrants assigned to him, this message will be received:



3. If there are current warrants, they will be displayed – 25 records to a page.



- If the search pulls up more than 25 warrants, a navigation bar will appear showing how many pages of information have been pulled up:



- To view detailed information on a specific case – select the **Defendant** in the first column; the **Case Details** screen will appear.

Viewing Case Details: Downloading Discovery

The Case Details screen shows all the available details and discoveries (filings) available on the case:

-  **Defendants:** Name, DOB, address, arrest date
-  **Charges:** Code, description, date charged, indictment #
-  **Parties:** Any associated individual, such as Defense Attorney, witnesses, etc.
-  **Activities:** Discovery Prepared/Received, Disposition, Plea Offer Made, etc.
-  **Events:** Merits Hearing, First Appearance, etc.
-  **Filings:** All Discoveries that has been made available through the Inquiry
-  **Related Cases:** Cases that share information as the current case.

Account expired! Grace Period will end in 8 days! Click here to renew subscription.

Home / Q Search Upload

Defendants Parties Events Filings Inventory Related Cases

Case #: LECASENUMBER3	Case SubType:	Status: ACNP	Stat. Desc.: ACNP	Status Date: 3/11/2015
Filed: 3/11/2015	Judicial Assistant: WHITE, COREY	Case Type: General Session	Expired:	Sealed:
Disp:	Disp Judge:	Disp Date:	Judge Assigned:	Sex:
Race:	DoB: 1/1/1987	Juvenile: N	Finalized: N	Estate Value:
Reason Code:	Reason Desc.:	Mediated:	Gross Value:	Days Old: 2801

Defendants

First Name Change	Last Name	Middle Name	Date of Birth	Address	Type	Arrest Date
Moe	Schmoe	Joe	1/1/1987	W: PO Drawer 100, Camden, SC, 29020... more	Defendant	

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- Scroll down to the **Filings** section – below it shows that there are the files available for Discovery.

Filings

<input type="checkbox"/>	Download	View	Document	Description	Type	File Size (KB)	Date
<input type="checkbox"/>	Download	View	test4gbfile	test4gbfile	IE	3996852	9/27/2022
<input type="checkbox"/>	Download	View	ROTS_script - Copy&S@%\$\$.docx	ROTS_script - Copy&S@%\$\$.docx	IE	79	9/16/2022

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2. Click the **Download** button to save the file to the local machine.
3. Click the **View** button to open the file.

Filings							
							
<input type="checkbox"/>	Download	View	Document	Description	Type	File Size (KB)	Date
<input type="checkbox"/>	Download	View	test4gbfile	test4gbfile	IE	3996852	9/27/2022
<input type="checkbox"/>	Download	View	ROTS_script - Copy&S@%\$.docx	ROTS_script - Copy&S@%\$.docx	IE	79	9/16/2022

10 20 40 All Page 1 of 1 (2 items)

NOTE: If **Filings** contains a video, the VLC media player is required to play it; download a free copy of the media player from <https://www.videolan.org/vlc/index.html>. Follow instructions on their website to download/install the converter.

To Open/Save an Image, Document, or Video

1. Double-click icon under **Download**.
2. If prompted, select **Open** or **Save**. Otherwise, the file will begin downloading.

NOTE: The file will play more efficiently if run from a local machine.

Viewing Case Details & Related Cases

1. Under the Filings section is **Related Cases**; double-click any case in the Warrant column to view more information.

Related Cases								
								
Case	Party	Attorney	Judicial Assistant	Sex	Race	Birthdate	Filed Date	Case Type
J663113	Jones, Jason	Bagby, Carlton Bruce	Avinger, Angela Michael	M	4	12/11/1991	2/26/2010 12:00:00 AM	General Session

10 20 40 All Page 1 of 1 (1 items)

2. To return to the Search screen, click **Search Cases** link at the top of the screen.

Searching Cases By Defendant

1. Select **By Defendant** tab.

My Cases **By Defendant** By Warrant By Prosecutor By Party Type

Note: required fields are red and indicated with *

Agency * 625T PCMS QA System TEST SC Status -All-

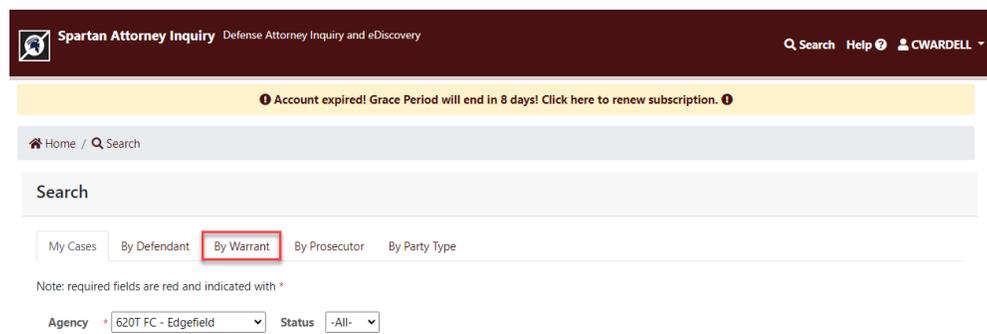
Last Name First Name

2. Search by Defendant name by selecting **Agency**, **Status** (All, Open, Closed), the name of the defendant, and clicking **Search**.

Note: The search field is not case-sensitive. Example: entering **SMITH** or **smith** will return the same results.

Search Cases By Warrant

1. Select **By Warrant** tab; depending on the Admin settings, users can view all cases on this tab regardless of assigned attorney.



Spartan Attorney Inquiry Defense Attorney Inquiry and eDiscovery

Account expired! Grace Period will end in 8 days! Click here to renew subscription.

Home / Search

Search

My Cases By Defendant **By Warrant** By Prosecutor By Party Type

Note: required fields are red and indicated with *

Agency * 620T FC - Edgefield Status -All-

2. Select the **Agency**, desired **Status**, and enter **Master Case**, **Warrant**, or **Indictment** number; click **Search**.
3. If a match is found, those results will display:

Search

My Cases By Defendant By Warrant By Prosecutor By Party Type

Note: required fields are red and indicated with *

Agency 625T PCMS QA System TEST SC Status -All-

Master Case # J663112 Warrant # Indictment #

Defendant	Warrant	Master Case	Case #	Attorney	Indictment	Charge	Prosecutor	Arrested
Jones, Jason	J663112	J663112	LEIVZHOUTEST		2014G500241	Resisting arrest, obstructing justice w/o threats or force	Avinger, Angela Michael	2010-02-19T05:00:00Z
Jones, Jason	J663113	J663112	LEIVZHOUTEST		2010G51601817	Arson / Arson - Third degree?	Avinger, Angela Michael	2010-02-19T05:00:00Z

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Search Cases By Prosecutor

1. Click the **By Prosecutor** tab; the following screen appears:

My Cases By Defendant By Warrant **By Prosecutor** By Party Type

Note: required fields are red and indicated with *

Agency * 625T PCMS QA System TEST SC Status -All-

Prosecutor Avinger, Angela M

2. Select an **Agency**, desired **Status**, select the name of the **Prosecutor**, and click **Search**.
3. All the cases being prosecuted by that individual will be listed:

Search

My Cases By Defendant By Warrant **By Prosecutor** By Party Type

Note: required fields are red and indicated with *

Agency + 625T PCMS QA System TEST SC Status -All-

Prosecutor Avinger, Angela M

Defendant	Warrant	Master Case	Case #	Attorney	Indictment	Charge	Prosecutor	Arrested
Jones, Jason	J663112	J663112	LEJYZHOUTEST		2014GS00241	Resisting arrest, obstructing justice w/o threats or force	Avinger, Angela Michael	2010-02-19T05:00:00Z
Jones, Jason	J663113	J663112	LEJYZHOUTEST		2010GS1601817	Arson / Arson - Third degree?	Avinger, Angela Michael	2010-02-19T05:00:00Z

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Spartan Technology Solutions, Inc.
 125 Venture Blvd.
 Spartanburg, SC 29306
 Office: 864-587-1386

Toll-Free Support: 877-727-8264
 Toll-Free Sales: 877-727-8260
 Fax: 864-587-1387
 Email: support@spartantechnology.com

www.spartantechnology.com

