

**CHHATTISGARH STATE JUDICIAL ACADEMY, BILASPUR**

**MEMO**

No. 71/CSJA/Online Training/2025-26

Bilaspur, dated 15.01.2026

To,

The Principal District & Sessions Judge,  
Balod/Baloda-Bazar/Balrampur at Ramanujganj/Bemetara/  
Bilaspur/Dantewada/Dhamtari/Durg/Janjgir Champa/  
Jashpur/Jagdalpur/Kanker/Kawardha/Kondagaon/Korba/  
Korea at Baikunthpur/Mahasamund/Mungeli/Raigarh/Raipur/  
Rajnandgaon/Surajpur/Surguja(Ambikapur).


Sub: Regarding Organization of Advocate/ Advocate Clerk e-Courts Program at Taluka/Village (**ECT\_7\_2025**) at all District in the Month of February, 2026 on a date to be fixed as per the availability through **Online Mode**.

Sir/Madam,

On the subject and reference cited above, as per ECT Training under Capacity Building Phase III Calendar for the year 2025-26, Advocate/ Advocate Clerk e-Courts Program at Taluka/Village (**ECT\_7\_2025**) at all District is scheduled in the Month of February, 2026 on a date to be fixed as per your availability through **Online Mode**.

It is, therefore, requested to you to nominate the participants and arrange for the Resource Persons for imparting training on the given topics through **Online Mode**. They shall wear decent attire during Online Program.

**Encl.: Topics to be covered.**


  
(Nidhi Sharma Tiwari)  
DIRECTOR, CSJA

Endt. No. 72...../CSJA/Online Training/2025-26

Bilaspur, dated 15.01.2026

Copy to :

1. S.O. to Registrar General, High Court of C.G. Bilaspur for information.
2. CPC for directing the In-charge, NIC for uploading the memo on the official website of CSJA.

  
15/1/26  
(Nidhi Sharma Tiwari)  
DIRECTOR, CSJA

ECT\_7\_2025

Advocate/Advocate Clerk e-Courts Program at Taluka/Village at all Districts (ECT\_7\_2025) through Online Mode

## Syllabus

1.	<ul style="list-style-type: none"> <li>➤ Overview of eCourts Project               <ul style="list-style-type: none"> <li>◆ Introduction about eCommittee</li> <li>◆ Role of Advocate /Advocate Clerks</li> </ul> </li> </ul>
2.	<ul style="list-style-type: none"> <li>➤ Electronic Case management Tools for Advocates</li> <li>➤ eCourts related Websites               <ul style="list-style-type: none"> <li>◆ eCommittee website (<a href="https://ecommitteesci.gov.in/">https://ecommitteesci.gov.in/</a>)</li> <li>◆ NJDG(<a href="https://njdg.ecourts.gov.in/njdgnew/index.php">https://njdg.ecourts.gov.in/njdgnew/index.php</a>)</li> <li>◆ eCourts services (<a href="https://services.ecourts.gov.in/ecourtindia_v6/">https://services.ecourts.gov.in/ecourtindia_v6/</a>)</li> <li>◆ District Court Websites (<a href="https://districts.ecourts.gov.in">https://districts.ecourts.gov.in</a>)</li> </ul> </li> <li>➤ How to get eCourts services 24 x 7               <ul style="list-style-type: none"> <li>◆ Cause list/Judgments/Orders/Case Status</li> <li>◆ Automatic receipt of SMS and eMail on Court listing</li> <li>◆ SMS Push And Pull services</li> <li>◆ Benefits of registration of Advocates in Court CIS</li> </ul> </li> </ul>
3.	<ul style="list-style-type: none"> <li>➤ eCourts services mobile app for Advocates               <ul style="list-style-type: none"> <li>◆ Case Management</li> <li>◆ Get Case status/causelist/orders</li> <li>◆ My Cases/ Export and Import</li> <li>◆ QR scan option and its utility for Advocates</li> </ul> </li> </ul>
4.	<ul style="list-style-type: none"> <li>➤ Service Delivery in Court Complexes               <ul style="list-style-type: none"> <li>◆ eSewa Kendra</li> <li>◆ Kiosks</li> <li>◆ Digital display boards</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>➤ Other eServices <ul style="list-style-type: none"> <li>◆ Online certified copies</li> </ul> </li> </ul>
5.	<ul style="list-style-type: none"> <li>➤ E-Filing the digital on line filing process <ul style="list-style-type: none"> <li>◆ Registration of Advocate in eFiling website</li> <li>◆ Steps to eFile a case</li> <li>◆ Advantages of eFiling</li> <li>◆ Case portfolio management</li> <li>◆ Know the case status any time</li> </ul> </li> </ul>
6.	<ul style="list-style-type: none"> <li>➤ Virtual Courts- Payment of online fine.</li> <li>➤ ePayment- portal of Court fee, Fine , Civil deposits.</li> <li>➤ NSTEP- National Service and tracking of Electronic Processes</li> </ul>
7.	<ul style="list-style-type: none"> <li>➤ How to appear in Video Conferencing</li> <li>➤ How to scan the document and make PDF</li> <li>➤ Making Accessible PDFs</li> <li>➤ Uploading documents</li> </ul>
8.	<ul style="list-style-type: none"> <li>➤ Help desk for Advocates (if available in High court it can be informed)</li> <li>➤ Help Manuals &amp; Videos in Regional Languages</li> </ul>
9.	<ul style="list-style-type: none"> <li>➤ Interaction &amp; Feedback</li> </ul>