



OJD OJIN OnLine Quick Sheet Guide



Oregon Judicial Information Network (OJIN) OnLine

View court case information for civil, small claims, tax, domestic, probate, and criminal (including misdemeanor and felony) cases.

- Subscription-based system
- Username and passphrase required to enter the system
- Access via the Internet using a web browser
- Access from a specific page on the Oregon Judicial Department Web site:
<http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/index.aspx>
- Access only to cases filed with the State of Oregon courts

IMPORTANT – From 2012 through 2016, Circuit Courts will migrate to the Oregon eCourt Case Information (OECI) system. Data from migrated courts is available only through the OECI system. The Online Services web page provides detailed information about migrating courts and the OECI system.

Technical Requirements

- An active subscription to OJIN Online
- A PC-compatible computer running Windows XP or higher
- An Internet Service Provider (ISP) with Internet Explorer 6.0 or higher, Firefox 3.0 or higher, or Google Chrome
- Oracle's Java Runtime Environment (www.java.com)

FYI – Other browsers and Macintosh computers are not currently supported by the OJIN Helpdesk but many other customers successfully use these tools.

Technical Support

The OJIN OnLine service is supported by the OJIN Help Desk.

Subscriber/Business Support 800.858.9658 503.986.5856 Fax OJIN.Online@ojd.state.or.us Office hours: M-F 8am-5pm	Technical Support 503.986.5582 Toll Free 877.826.5010 ETSDHelp@ojd.state.or.us Office hours: M-F 7am - 6pm
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NOTE: When sending an email, be sure to include:

- OJIN username (profile);
- Contact name and number;
- Return email address; and
- Company or Agency name, if applicable.

Viewing the Case Register

The Case Register contains information pertaining to a case. Name Index and Case searches can be performed using entries on the command line or by stepping through the menus. Inquiries may be done by individual Court or Statewide. Three-character codes ("Court Location") are used to identify the Court when you search in a single Court. You may also enter the Court Type (**C**ircuit or **D**istrict).

The OJIN Command Line

The OJIN command line appears at the top of most OJIN screens. Type the command and the necessary parameters and press Enter; or, type the command and press F4 and you will be presented with a parameter entry screen.

Commonly Used OJIN Commands

Command	Short Description	Detailed Description
DCAS	Display Case	Displays a specific Case Register when the case number is known.
DCAS COURTL(XXX)	Display Court Information	Switches the default court to the Court Location (xxx) specified.
DNAMIDX	Display Name Index	Displays a list of names, providing subsequent quick access to the Case Register. Names are entered manually. Some data entry may be inconsistent.
DSTWIDX	Display Statewide Index	Similar to the name index. Displays cases throughout the state matching the name entered. Appellate and Tax Courts and courts that have migrated to OECI are not included in this index.
DCASFIN	Display Case Financial	Shows the financial information about a case when the case number is known.
DJGMIDX	Display Judgment Index	Displays a list of names for cases with judgments, providing quick access to the Judgment details screen.
DJGM	Display Judgment	Displays the Judgment details screen when the case number is known.
DTBL	Display Tables	Displays the OJIN and FIAS (financial) tables of code abbreviations used in OJIN.
PCAS + F4	Print Case Register	Prints the entire case record to the local printer.
HOST PRINT	Print Selected Page	Prints the displayed page. Right-click once on the screen and select Host Print from the displayed list.

Other OJIN Commands

Command	Short Description	Detailed Description
DTRFIDX	Display Traffic Cases	Displays only traffic cases based on a Name entry.
DCRMIDX	Display Criminal Cases	Displays criminal cases based on a Name entry. This command also finds cases that have a class of offense.

FYI – See the OJIN Public User's Guide for information about the functions, function keys, and keyboard shortcuts available when navigating the OJIN screens.