



iSubpoena Version 6.1.5 Update

On **December 15, 2024**, the iSubpoena Mobile Subpoena Service will be updated with new updates, enhancements, and modifications. Customers that have subscribed to the annual License, update and maintenance plan will automatically have access to these new features and enhancements.

Users of the iSubpoena system suggested some of these updates, enhancements, and modifications. We look forward to your suggestions and comments to make this service a tool that will benefit and streamline your criminal subpoena process. Please comment or contact us [here](#)

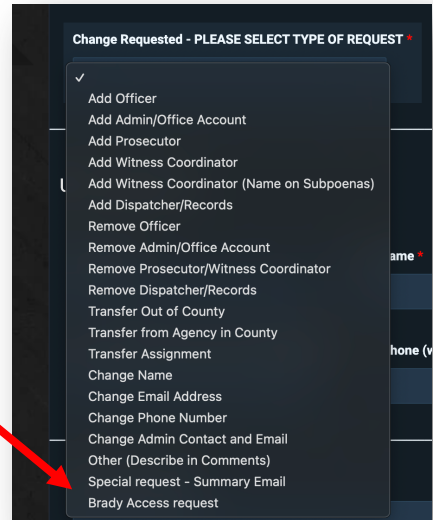
The updates, enhancements and modifications outlined below have been applied to the iSubpoena Professional System. Although we have thoroughly tested all new features before implementation to production, unforeseen issues may arise. If you experience any issues, please [contact us](#) immediately.

New Feature Updates		Internal
1	Updated Brady Menu access to specific admin accounts	798
2	Created new One-Login SSO capability	805
3	Created two factor authentication (2FA) for all Admin Accounts for enhanced security	795
4	Update API connections to include token connection requirement for enhanced security	773
5	Auto fill subpoena information on Affidavit forms	806/807
6	Ability to Acknowledge all subpoenas on a given date.	813
7	Added a 2 week "status not yet submitted" notice after subpoena issue date	815
8	Created new Auto-Conflict feature	816
9	Added current active prosecutor list menu link to Office admin accounts	821
10	Added a new Dept ORI Admin account to display all users in an agency	823
11	New Courtroom Monitor (Court Liaison) Feature	827
Enhanced Graphic or Display Updates		Internal
12	Darker page mode designed for both Mobile apps.	814
General Updates		Internal
13	Update Forgot Password email text	797
14	Added new Agency to Santa Cruz Affidavit Form	799
15	Removed iSurvivor checkbox on add criminal subpoena page	804
16	Updated Android App to latest google API	807
17	Added Conflict update instruction text in both mobile apps	809
18	Added commonly used reports to first level report menu	828
General Bug Fixes		Internal
B1	Fixed - "NULL" values in notes field crashing apps and web subpoena displays	794
B2	Fixed - Prosecutor add feature displays multiple counties drop down option	796
B3	Fixed – Prosecutor name update in Admin portal did not change full name	802
B4	Fixed – Apple IOS App Back arrow not working easily from all pages.	810
B5	Fixed - Conflicting a subpoena on existing conflict on user calendar and redirect to Affidavit	811
B6	Fixed - Disable SSO login password expiration and confirm proper State DB connection	820
B7	Fixed – Blue bell open subpoena count was not accurate	829
Administrative		Internal
A1	Added a user status column in Admin Portals	819
A2	Added user ID columns in Admin Portals for users and prosecutors	822

The following are detailed instructions for some of the new features listed above. Please refer to the item numbers associated with the detailed instructions.

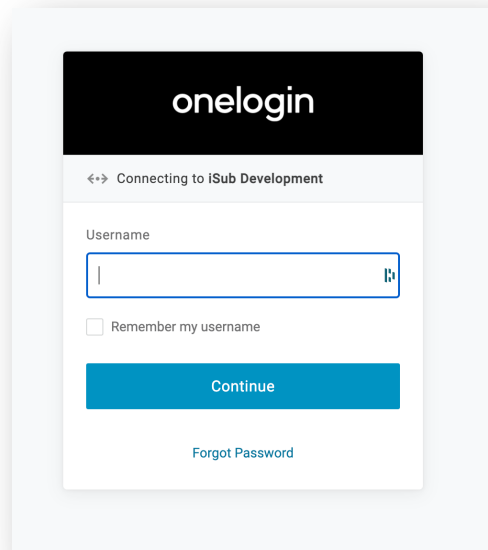
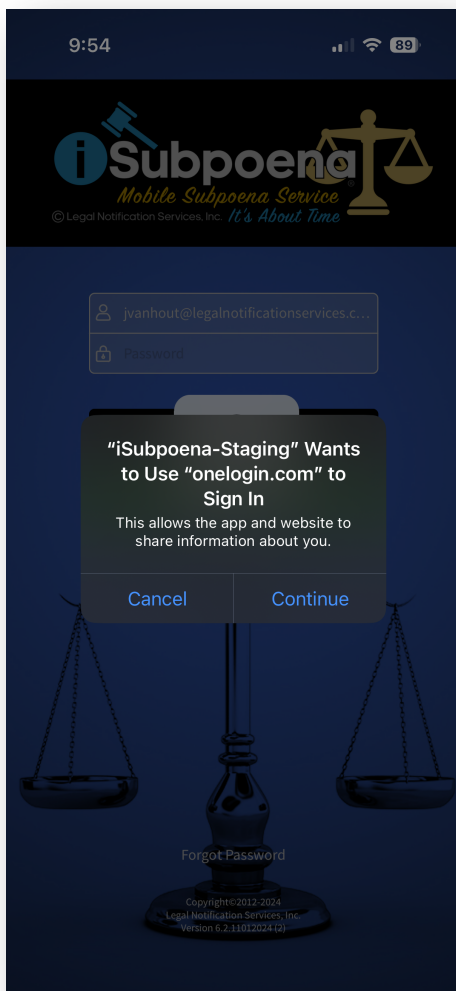
#1 – Updated Brady Menu access to specific admin accounts.
Request Brady menu access through the User update form.

#2 – Created new One-Login SSO capability in addition to Microsoft Active Directory SSO



Change Requested - PLEASE SELECT TYPE OF REQUEST

- ✓ Add Officer
- Add Admin/Office Account
- Add Prosecutor
- Add Witness Coordinator
- Add Witness Coordinator (Name on Subpoenas)
- Add Dispatcher/Records
- Remove Officer
- Remove Admin/Office Account
- Remove Prosecutor/Witness Coordinator
- Remove Dispatcher/Records
- Transfer Out of County
- Transfer from Agency in County
- Transfer Assignment
- Change Name
- Change Email Address
- Change Phone Number
- Change Admin Contact and Email
- Other (Describe in Comments)
- Special request - Summary Email
- Brady Access request



onelogin

↔ Connecting to iSub Development

Username

Remember my username

Continue

Forgot Password

#3 — Create two factor authentication for all Admin Accounts.

- When activated, you will be forced to Register for Two Factor Authentication (2FA)

The screenshot shows the 'Register 2FA' screen with the 'Authentication App' method selected. It includes instructions for using an authentication app and a 'Generate QR Code' button. A red arrow points from the 'Authentication App' selection to the 'Register' button.

The screenshot shows the 'Register 2FA' screen with the 'Text Message' and 'Email' methods selected. It includes instructions for using an authentication app and a 'Generate QR Code' button. A red arrow points from the 'Text Message' and 'Email' selection to the 'Register' button.

- An **Authentication App** is preferred but you can also use text to phone or Email.

The screenshot shows the 'Register 2FA' screen with the 'Authentication App' method selected. It includes instructions for using an authentication app and a 'Generate QR Code' button. A red arrow points from the 'Authentication App' selection to the 'Register' button.

The screenshot shows the 'Register 2FA' screen with the QR code and the 'Enter the code from your authenticator app' field. It includes instructions for using an authentication app and a 'Generate QR Code' button. A red arrow points from the 'Authentication App' selection to the 'Register' button.

- For Authenticator app, follow the instructions on the screen. Any Authenticator app will work.
- This registration and login process is only required one time and lasts for 6 months if you are on the same computer. Logging in on any other computer will require you to use your authenticator app or text.

The screenshot shows the 'Verify 2FA' screen with the 'Enter the code from your authenticator app' field. It includes instructions for using an authentication app and a 'Generate QR Code' button. A red arrow points from the 'Authentication App' selection to the 'Verify' button.

- If you choose Text message, a phone number box will appear.
- Enter in your smartphone number. Use numbers only no spaces or dashes.

iSubpoena
Mobile Subpoena Service
© Legal Notification Services, Inc. It's About Time

Register 2FA

Select 2FA Method
Text Message

Phone Number
| |

Send Verification Code Resend Code (60s)

Cancel Register

** If you have any issues with registration,
please contact support at support@legalnotificationservices.com

Copyright © 2012-2024 Legal Notification Services, Inc. | Version 6.1.4

- After you entered your smartphone number, press the "Send verification Code" button.
- Once you receive the text code, enter it in the box that pops up and press the register button.
- If you choose email, your email registered in isubpoena will be sent a code.
- Once you receive the code, enter it in the box that pops up and press the verify button.

iSubpoena
Mobile Subpoena Service
© Legal Notification Services, Inc. It's About Time

Verify 2FA

Enter the code sent to your email
290472

Resend Code (19s)

Cancel Verify

** If you have any issues with verification,
please contact support at support@legalnotificationservices.com

Copyright © 2012-2025 Legal Notification Services, Inc. | Version 6.1.5

iSubpoena
Mobile Subpoena Service
© Legal Notification Services, Inc. It's About Time

Register 2FA

Select 2FA Method
Text Message

Phone Number
6156910690

Send Verification Code Resend Code (60s)

Enter the code sent to your phone
| |

Cancel Register

** If you have any issues with registration,
please contact support at support@legalnotificationservices.com

Copyright © 2012-2024 Legal Notification Services, Inc. | Version 6.1.4

iSubpoena
Mobile Subpoena Service
© Legal Notification Services, Inc. It's About Time

You Verification Code

Hello,

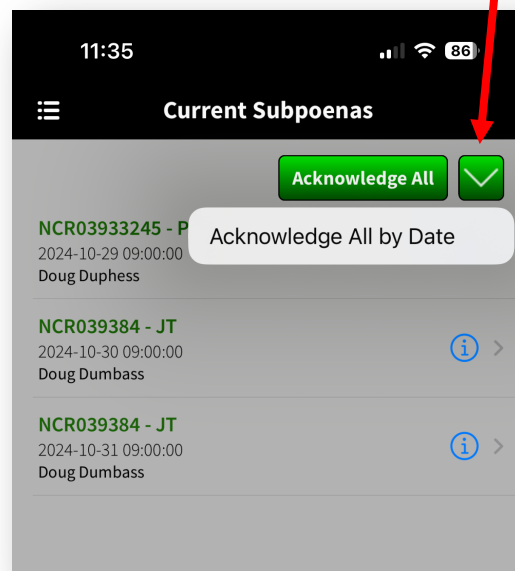
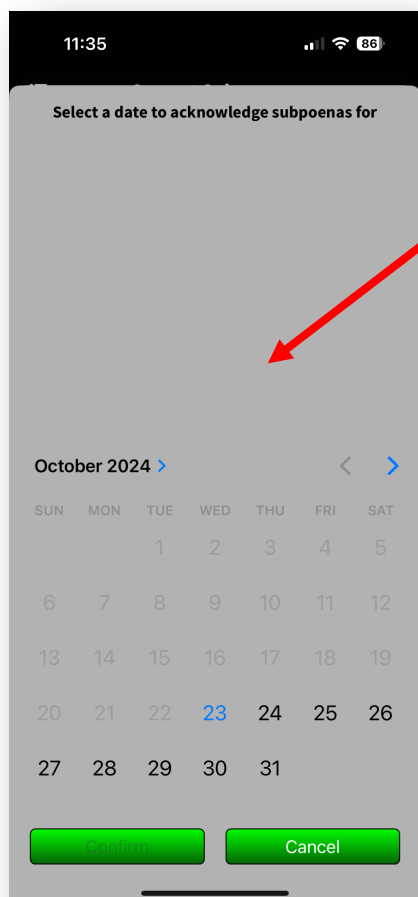
Thank you for choosing to secure your account with Two-Factor Authentication (2FA).
Here is your verification code:

290472

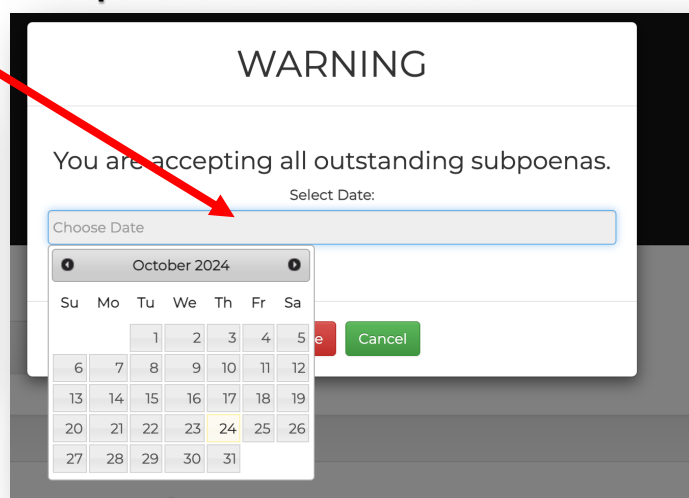
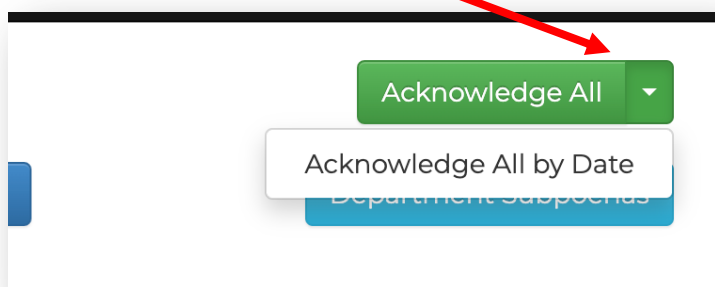
Please enter this code on the verification screen to proceed. This code is valid for the next 10 minutes. If you did not request this code, you can safely ignore this email.

For assistance, feel free to contact our support team at support@legalnotificationservices.com

#6 – Ability to Acknowledge all subpoenas on a given date. On Mobile Apps, Select drop down arrow next to acknowledge all button and select “Acknowledge all by date” to open calendar to select date.

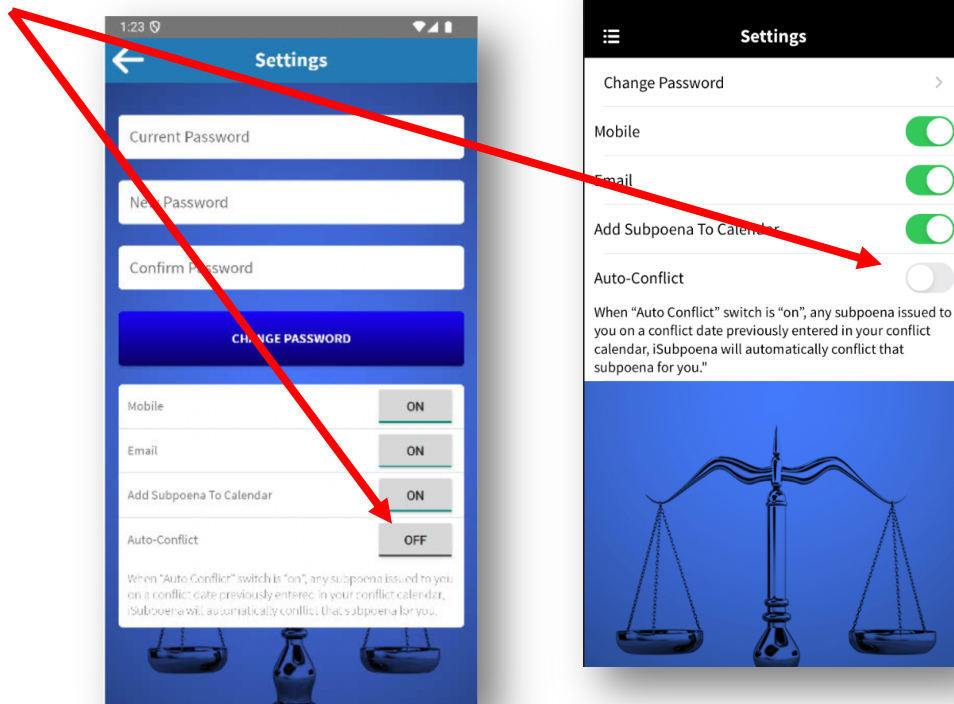


On Your computer web account, Select drop down arrow next to acknowledge all button and select “Acknowledge all by date “. Click in the “Choose date” field to open calendar and select date.

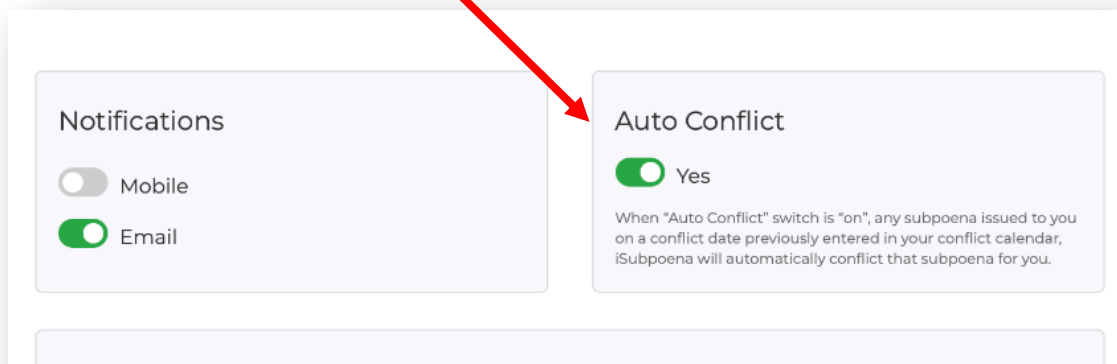


#8 — Created new Auto-Conflict feature. When "Auto Conflict" switch is "on", any subpoena issued to you on a conflict date previously entered in your conflict calendar, iSubpoena will automatically conflict that subpoena for you.

On Mobile apps under settings menu link.



On Computer under your settings menu link.



If the officer is in a county with a redirect more detailed affidavit, the officer will receive an email indicating that the subpoena was auto conflicted. In the email the officer will receive a link to the more detailed affidavit form. (See sample email below)

Dear Jordon Shaw,

You were issued a subpoena for case number: ABC - JT for court on **12-12-2024 08:15 AM**. However, a conflict you created on your schedule overlaps with this subpoena. Since you have auto-conflict enabled, the system automatically marked the subpoena as conflicted on your behalf.

As part of your agency's requirements, additional information is necessary to finalize the conflict process. Please click the link below to complete an affidavit to the District Attorney's office:

[Complete Affidavit](#)

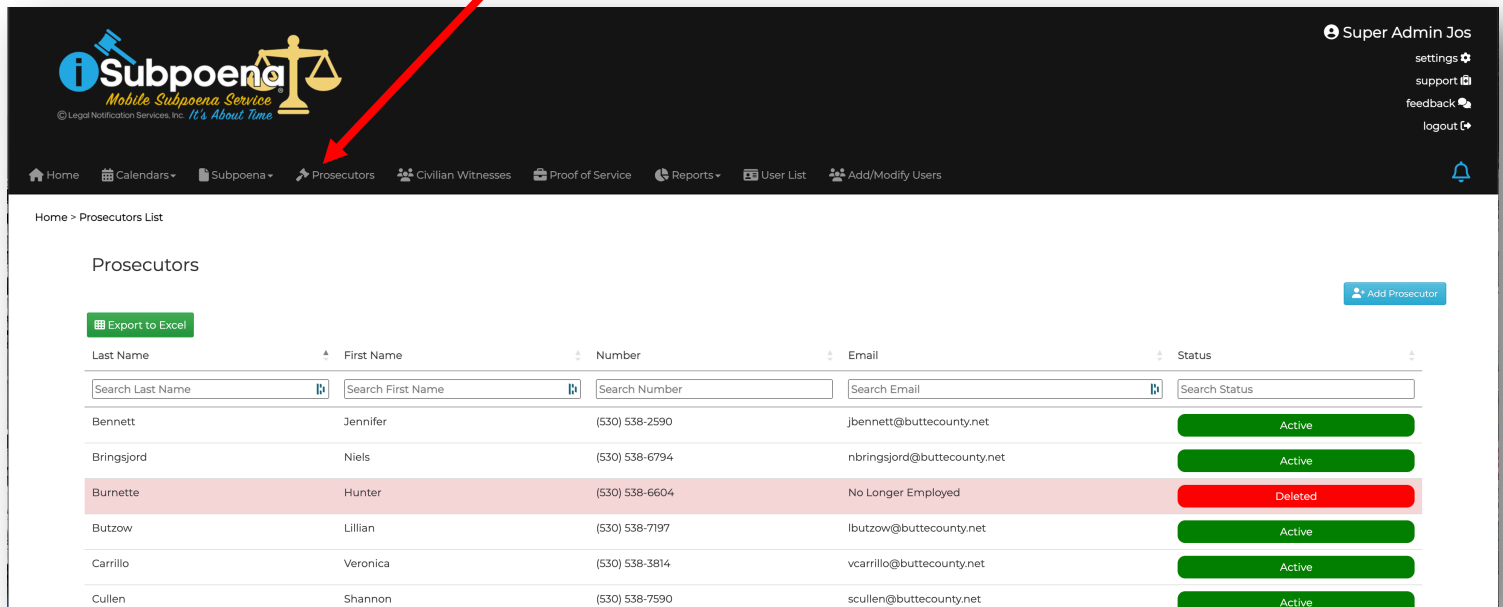
If you have any questions or need assistance, please do not hesitate to contact your administrator.

Thank you for your prompt attention to this matter.

Best regards,

iSubpoena Team

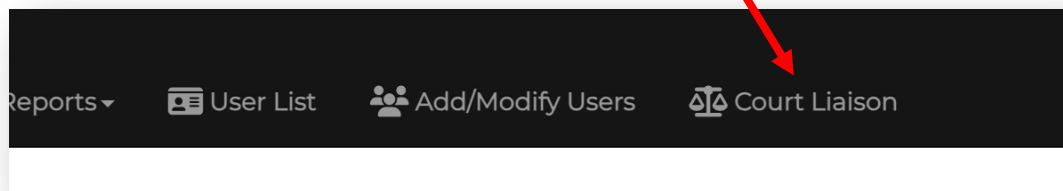
#9 — Added current active prosecutor list menu link to Office admin accounts



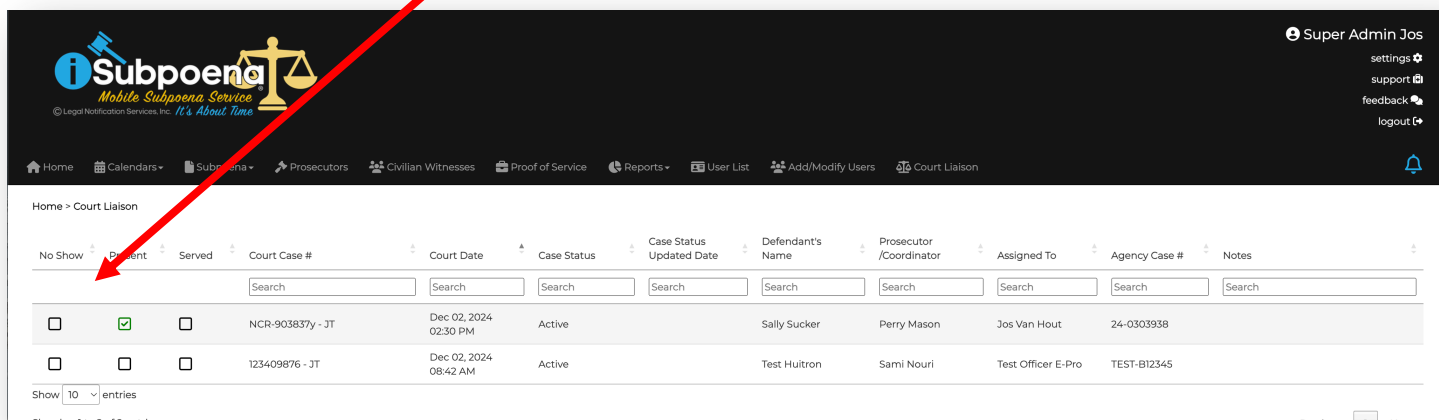
The screenshot shows the iSubpoena web application interface. A red arrow points to the 'Prosecutors' menu item in the top navigation bar. The 'Prosecutors' page is displayed, showing a list of active prosecutors. The 'Burnette' row is highlighted in red, indicating it is the current selection. The 'Status' column shows 'Deleted' for Burnette and 'Active' for the others.

Last Name	First Name	Number	Email	Status
Bennett	Jennifer	(530) 538-2590	jbennett@buttecounty.net	Active
Bringsjord	Niels	(530) 538-6794	nbringsjord@buttecounty.net	Active
Burnette	Hunter	(530) 538-6604	No Longer Employed	Deleted
Butzow	Lillian	(530) 538-7197	lbutzow@buttecounty.net	Active
Carrillo	Veronica	(530) 538-3814	vcarrillo@buttecounty.net	Active
Cullen	Shannon	(530) 538-7590	scullen@buttecounty.net	Active

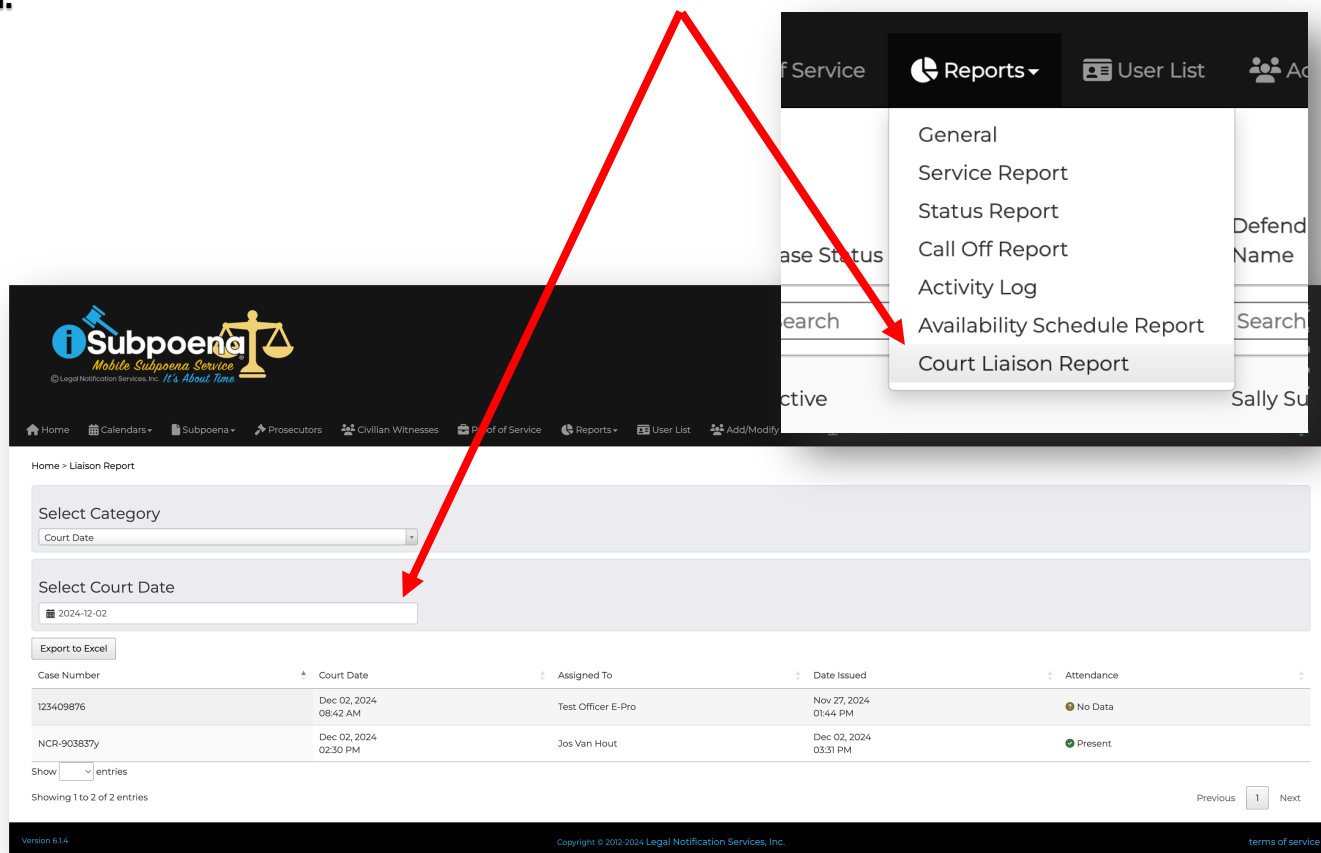
#11— New Courtroom Monitor (Court Liaison) Feature for Department Admins



On the Court Liaison page, Department Admin accounts can select "Present" or "No Show" checkboxes to indicate the officer was in court as expected. Only current date cases will display.

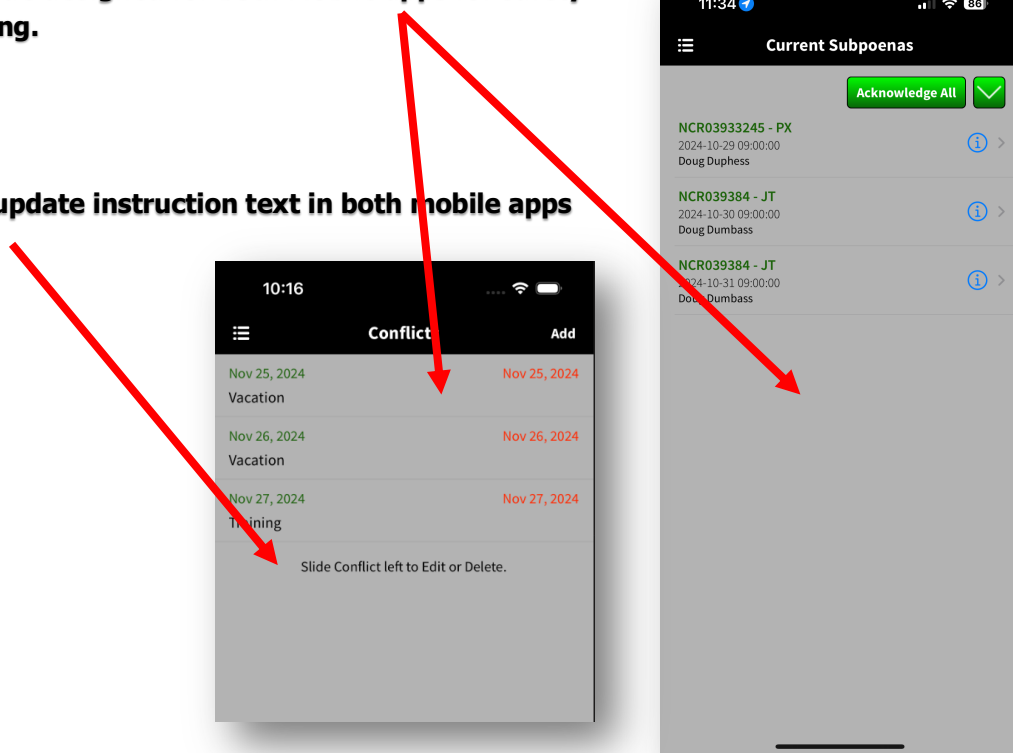


Court Liaison attendance reports for specific officers, court cases or dates can be run under the report menu.

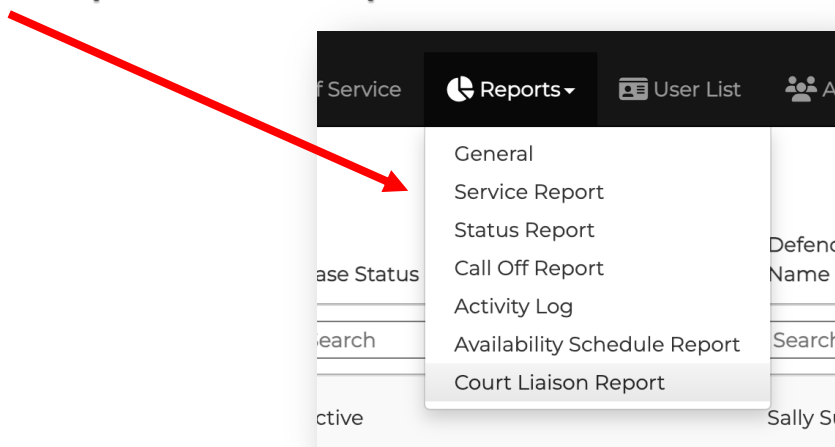


#12— Darker page mode designed for both Mobile apps for safety during nighttime viewing.

#17— Added Conflict update instruction text in both mobile apps



#18— Added commonly used reports to first level report menu.





Legal Notification Services, Inc.
P.O. Box 3996
Bluffton, SC 29910
(530) 736-4850