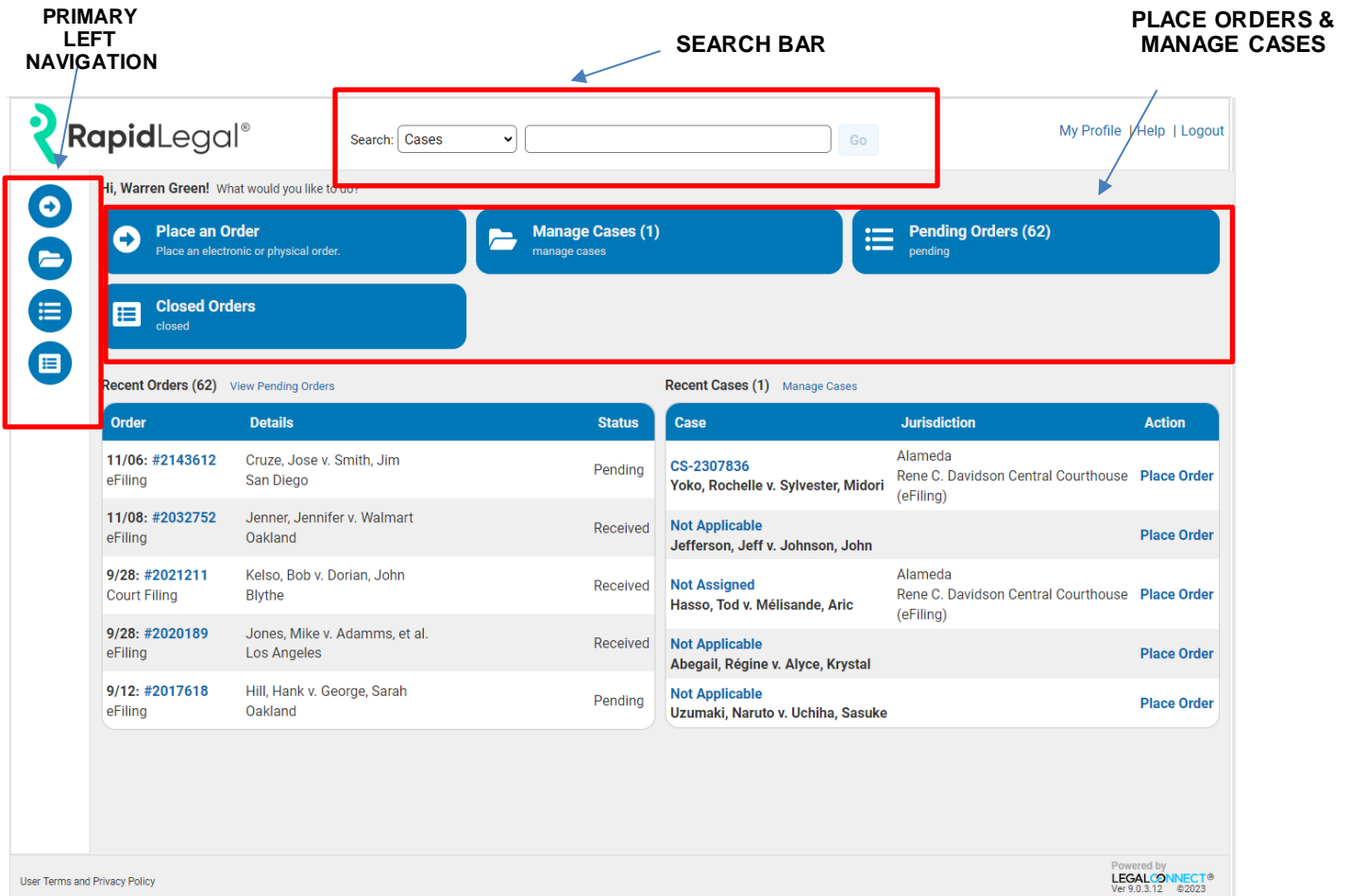


Overview

Rapid Legal’s user interface has been enhanced to provide a more intuitive and user-friendly experience. These enhancements include a prominent primary navigation, increased spacing, and larger fonts to improve the user experience. Importantly, **these improvements do not affect any of the existing workflows.**

1. Screen Layout and Left Navigation:

- Once logged in, you will notice the account Dashboard’s new look and feel.



PRIMARY LEFT NAVIGATION

SEARCH BAR

PLACE ORDERS & MANAGE CASES

Hi, Warren Green! What would you like to do?

Place an Order
Place an electronic or physical order.

Manage Cases (1)
manage cases

Pending Orders (62)
pending

Closed Orders
closed

Recent Orders (62) [View Pending Orders](#)

Order	Details	Status
11/06: #2143612 eFiling	Cruze, Jose v. Smith, Jim San Diego	Pending
11/08: #2032752 eFiling	Jenner, Jennifer v. Walmart Oakland	Received
9/28: #2021211 Court Filing	Kelso, Bob v. Dorian, John Blythe	Received
9/28: #2020189 eFiling	Jones, Mike v. Adamms, et al. Los Angeles	Received
9/12: #2017618 eFiling	Hill, Hank v. George, Sarah Oakland	Pending

Recent Cases (1) [Manage Cases](#)

Case	Jurisdiction	Action
CS-2307836 Yoko, Rochelle v. Sylvester, Midori	Alameda Rene C. Davidson Central Courthouse (eFiling)	Place Order
Not Applicable Jefferson, Jeff v. Johnson, John		Place Order
Not Assigned Hasso, Tod v. Mélisande, Aric	Alameda Rene C. Davidson Central Courthouse (eFiling)	Place Order
Not Applicable Abegail, Régine v. Alyce, Krystal		Place Order
Not Applicable Uzumaki, Naruto v. Uchiha, Sasuke		Place Order

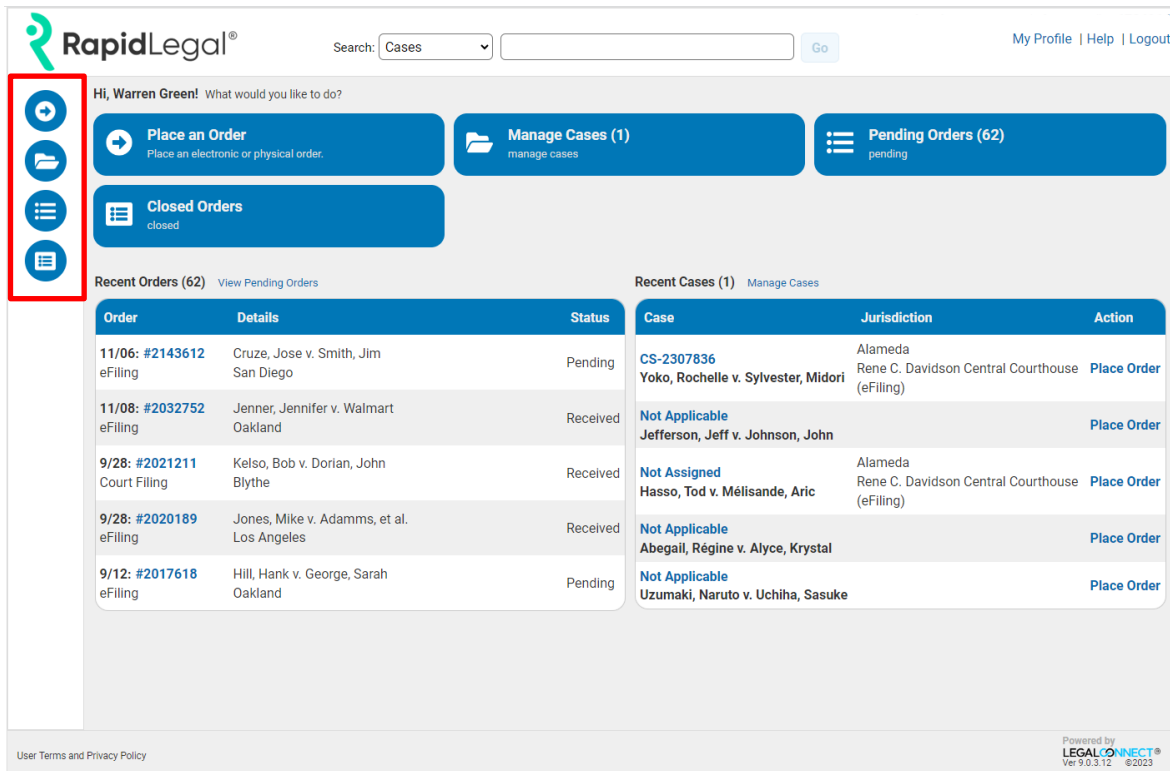
My Profile | Help | Logout

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2. Primary Navigation

Click an icon in the primary navigation to:

- Place an Order
- Manage Cases
- Pending Orders
- Closed Orders

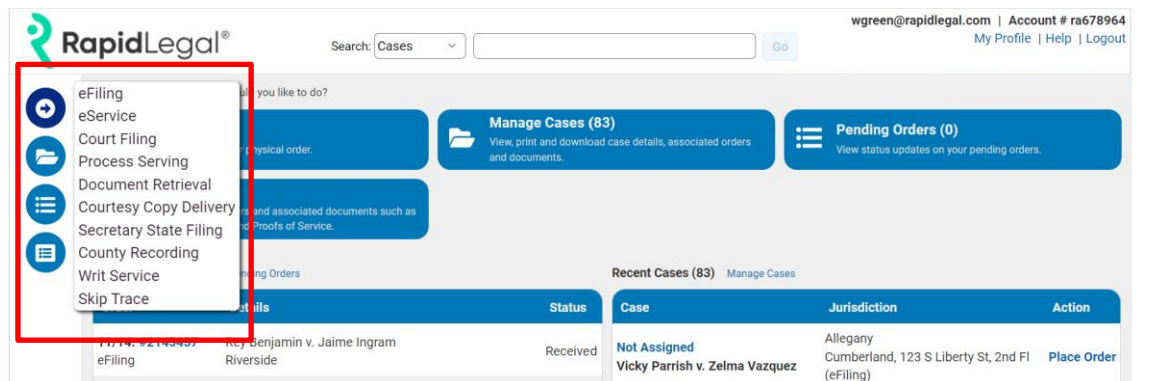


The screenshot shows the RapidLegal dashboard interface. At the top left, the RapidLegal logo is displayed. To its right is a search bar with the text 'Cases' and a 'Go' button. Further right are links for 'My Profile | Help | Logout'. Below the search bar, a greeting reads 'Hi, Warren Green! What would you like to do?'. The primary navigation area contains four main buttons: 'Place an Order' (with a plus icon), 'Manage Cases (1)' (with a folder icon), 'Pending Orders (62)' (with a list icon), and 'Closed Orders' (with a list icon). A vertical sidebar on the left contains five circular icons: a plus sign, a document, a list, a list with a checkmark, and a list with a checkmark and a plus sign. These icons are highlighted with a red rectangular box. Below the navigation buttons, there are two tables: 'Recent Orders (62)' and 'Recent Cases (1)'. The 'Recent Orders' table has columns for Order, Details, and Status. The 'Recent Cases' table has columns for Case, Jurisdiction, and Action.

Order	Details	Status
11/06: #2143612 eFiling	Cruze, Jose v. Smith, Jim San Diego	Pending
11/08: #2032752 eFiling	Jenner, Jennifer v. Walmart Oakland	Received
9/28: #2021211 Court Filing	Kelso, Bob v. Dorian, John Blythe	Received
9/28: #2020189 eFiling	Jones, Mike v. Adamms, et al. Los Angeles	Received
9/12: #2017618 eFiling	Hill, Hank v. George, Sarah Oakland	Pending

Case	Jurisdiction	Action
CS-2307836 Yoko, Rochelle v. Sylvester, Midori (eFiling)	Alameda Rene C. Davidson Central Courthouse	Place Order
Not Applicable Jefferson, Jeff v. Johnson, John		Place Order
Not Assigned Hasso, Tod v. Mélisande, Aric (eFiling)	Alameda Rene C. Davidson Central Courthouse	Place Order
Not Applicable Abegail, Régine v. Alyce, Krystal		Place Order
Not Applicable Uzumaki, Naruto v. Uchiha, Sasuke		Place Order

- The sub-menus will allow you to easily navigate the different sections.



This screenshot shows the same RapidLegal dashboard as above, but with a sub-menu open over the primary navigation icons. The sub-menu is highlighted with a red rectangular box and lists the following options: eFiling, eService, Court Filing, Process Serving, Document Retrieval, Courtesy Copy Delivery, Secretary State Filing, County Recording, Writ Service, and Skip Trace. The background dashboard elements are partially visible behind the sub-menu.

3. How to Search

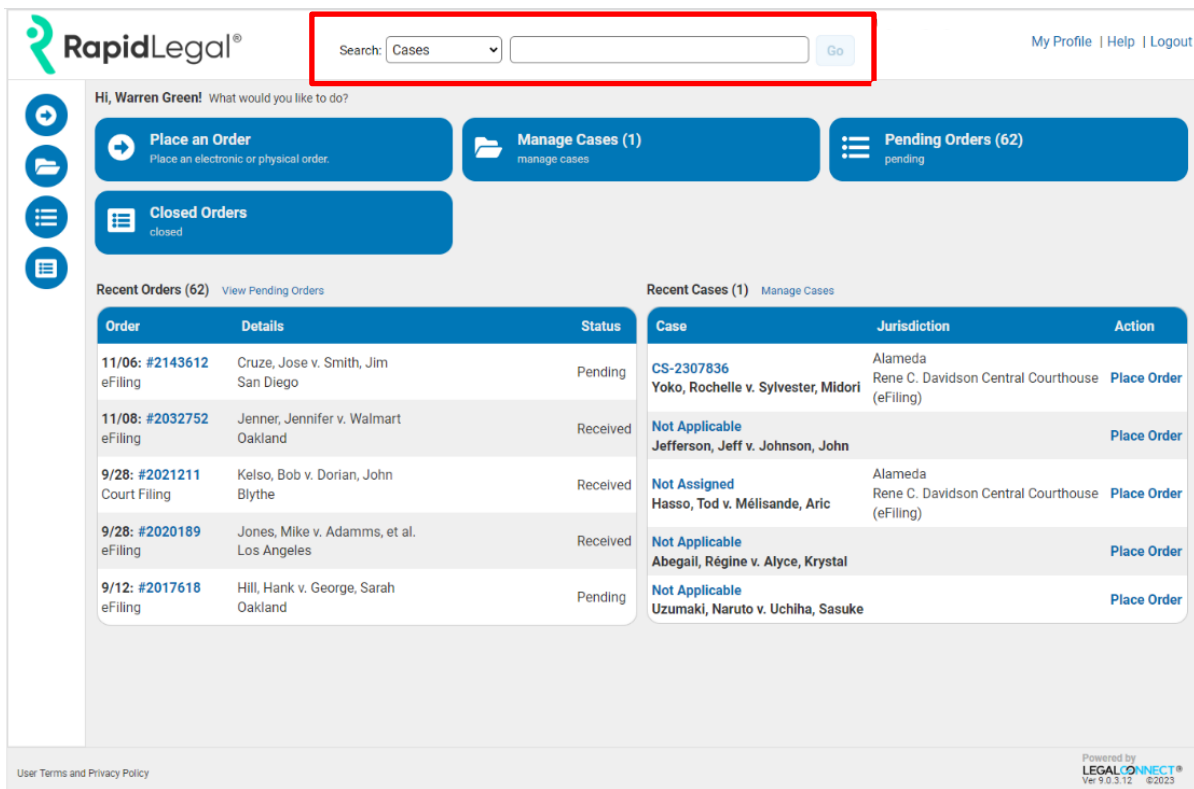
The **search bar** is positioned in the center of the page.

To use the search function, from the dropdown menu select from one of the categories:

- Cases
- Pending Orders
- Closed Orders

Place the cursor in the search bar and enter one of the following to search by:

- Case Name
- Case Number
- Billing Code



The screenshot shows the RapidLegal user interface. At the top, there is a search bar with a dropdown menu set to 'Cases' and a 'Go' button. Below the search bar, there are navigation buttons for 'Place an Order', 'Manage Cases (1)', 'Pending Orders (62)', and 'Closed Orders'. The main content area is divided into two sections: 'Recent Orders (62)' and 'Recent Cases (1)'. The 'Recent Orders' table lists orders with details, status, and actions. The 'Recent Cases' table lists cases with jurisdiction, details, and actions.

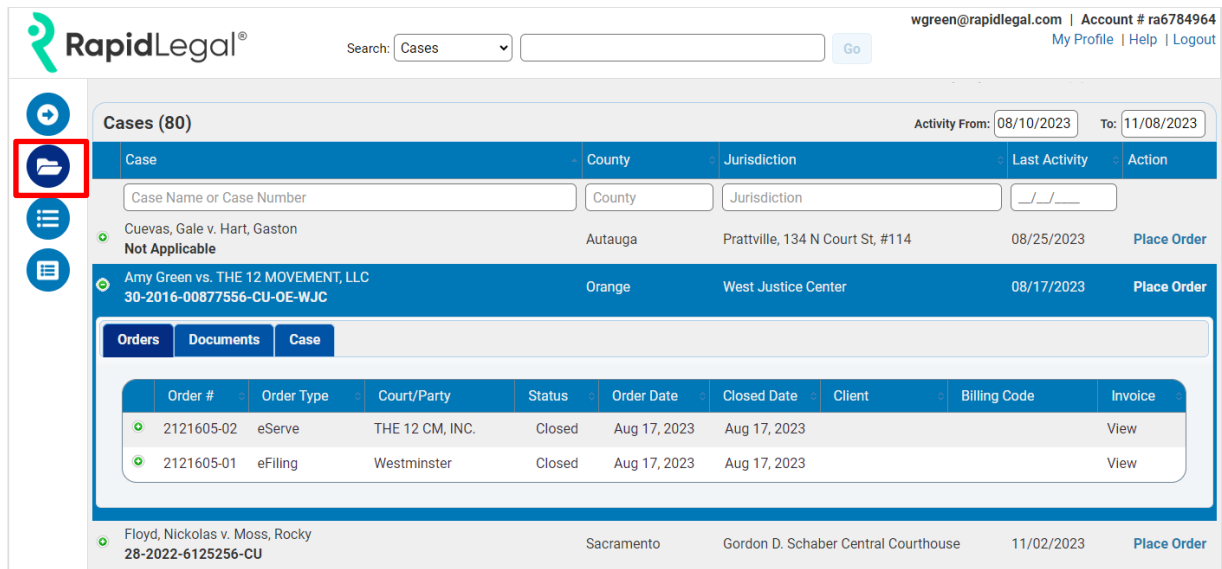
Order	Details	Status
11/06: #2143612 eFiling	Cruze, Jose v. Smith, Jim San Diego	Pending
11/08: #2032752 eFiling	Jenner, Jennifer v. Walmart Oakland	Received
9/28: #2021211 Court Filing	Kelso, Bob v. Dorian, John Blythe	Received
9/28: #2020189 eFiling	Jones, Mike v. Adamms, et al. Los Angeles	Received
9/12: #2017618 eFiling	Hill, Hank v. George, Sarah Oakland	Pending

Case	Jurisdiction	Action
CS-2307836 Yoko, Rochelle v. Sylvester, Midori	Alameda Rene C. Davidson Central Courthouse (eFiling)	Place Order
Not Applicable Jefferson, Jeff v. Johnson, John		Place Order
Not Assigned Hasso, Tod v. Mélisande, Aric	Alameda Rene C. Davidson Central Courthouse (eFiling)	Place Order
Not Applicable Abegail, Régine v. Alyce, Krystal		Place Order
Not Applicable Uzumaki, Naruto v. Uchiha, Sasuke		Place Order

4. How to Manage Cases and Documents

To filter cases by activity:

In the “Case Name or Case Number” search box, enter keywords or numbers.



The screenshot shows the RapidLegal user interface. At the top, there is a search bar with a dropdown menu set to "Cases" and a "Go" button. The user's email (wgreen@rapidlegal.com) and account number (ra6784964) are displayed in the top right corner, along with links for "My Profile", "Help", and "Logout".

The main content area is titled "Cases (80)" and includes a date range filter for "Activity From: 08/10/2023" to "To: 11/08/2023". A sidebar on the left contains navigation icons, with the "Cases" icon highlighted by a red box.

The cases are listed in a table with the following columns: Case, County, Jurisdiction, Last Activity, and Action. Two cases are visible:

Case	County	Jurisdiction	Last Activity	Action
Cuevas, Gale v. Hart, Gaston Not Applicable	Autauga	Prattville, 134 N Court St, #114	08/25/2023	Place Order
Amy Green vs. THE 12 MOVEMENT, LLC 30-2016-00877556-CU-OE-WJC	Orange	West Justice Center	08/17/2023	Place Order

Below the cases list, there are tabs for "Orders", "Documents", and "Case". The "Orders" tab is active, showing a sub-table with columns: Order #, Order Type, Court/Party, Status, Order Date, Closed Date, Client, Billing Code, and Invoice. Two orders are listed:

Order #	Order Type	Court/Party	Status	Order Date	Closed Date	Client	Billing Code	Invoice
2121605-02	eServe	THE 12 CM, INC.	Closed	Aug 17, 2023	Aug 17, 2023			View
2121605-01	eFiling	Westminster	Closed	Aug 17, 2023	Aug 17, 2023			View

At the bottom of the screenshot, another case is partially visible:

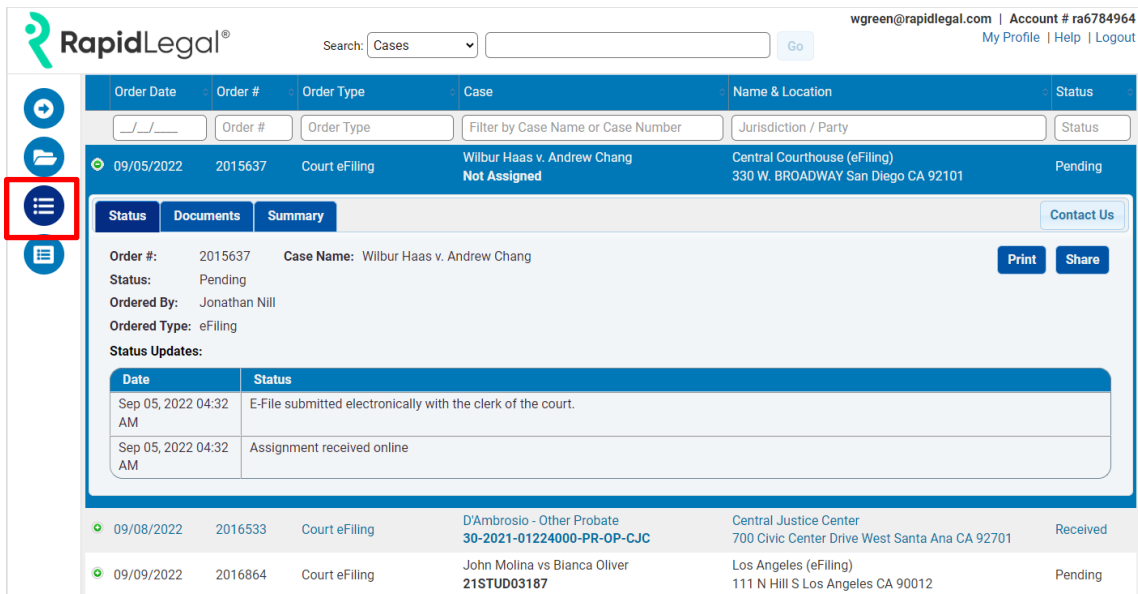
Case	County	Jurisdiction	Last Activity	Action
Floyd, Nickolas v. Moss, Rocky 28-2022-6125256-CU	Sacramento	Gordon D. Schaber Central Courthouse	11/02/2023	Place Order

5. How To Manage Pending Orders

Click on the “Pending Orders” icon.

Enter a keyword or number into the appropriate search box:

- Order Date
- Order #
- Order Type
- Case
- Name & Location
- Status



The screenshot shows the RapidLegal web interface. At the top, there is a search bar with a dropdown menu set to "Cases" and a "Go" button. The user's email (wgreen@rapidlegal.com) and account number (ra6784964) are displayed in the top right corner. On the left side, there is a navigation menu with icons for Home, Orders, and Pending Orders. The Pending Orders icon is highlighted with a red box. The main content area displays a table of pending orders. The first order is selected, and its details are shown below the table. The details include the order number (2015637), case name (Wilbur Haas v. Andrew Chang), status (Pending), and ordered by (Jonathan Nill). A "Status Updates" table shows the order's history, including the date and time of the e-filing and the assignment received online.

Order Date	Order #	Order Type	Case	Name & Location	Status
09/05/2022	2015637	Court eFiling	Wilbur Haas v. Andrew Chang Not Assigned	Central Courthouse (eFiling) 330 W. BROADWAY San Diego CA 92101	Pending
09/08/2022	2016533	Court eFiling	D'Ambrosio - Other Probate 30-2021-01224000-PR-OP-CJC	Central Justice Center 700 Civic Center Drive West Santa Ana CA 92701	Received
09/09/2022	2016864	Court eFiling	John Molina vs Bianca Oliver 21STUD03187	Los Angeles (eFiling) 111 N Hill S Los Angeles CA 90012	Pending

Order Details:

Order #: 2015637 Case Name: Wilbur Haas v. Andrew Chang [Print](#) [Share](#)

Status: Pending

Ordered By: Jonathan Nill

Ordered Type: eFiling

Status Updates:

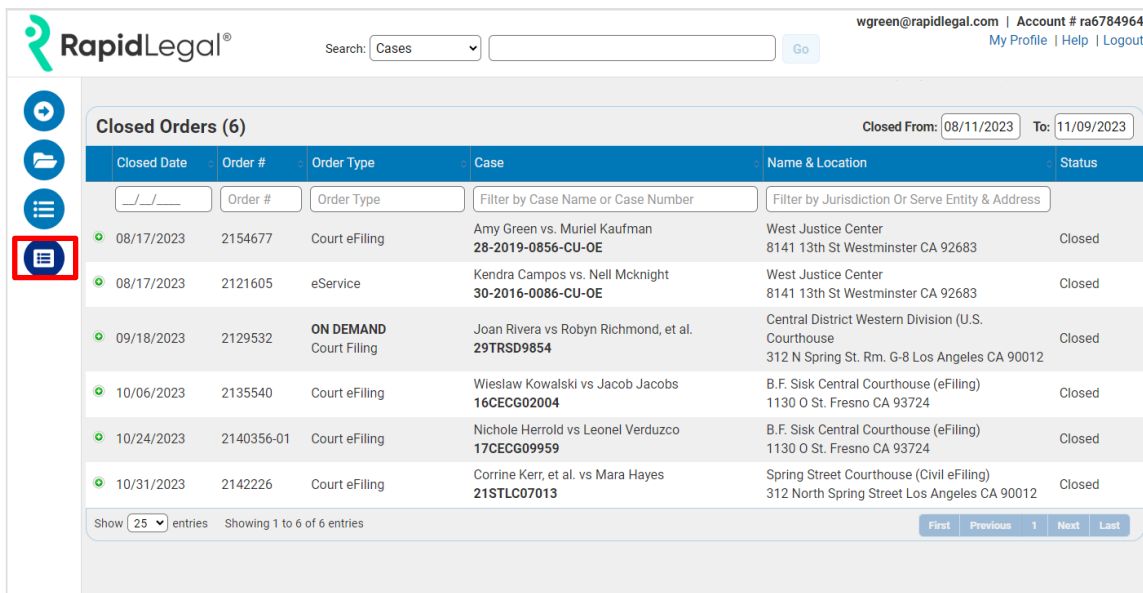
Date	Status
Sep 05, 2022 04:32 AM	E-File submitted electronically with the clerk of the court.
Sep 05, 2022 04:32 AM	Assignment received online

6. How to Manage Closed Orders

Click on the “Closed Orders” icon.

Enter a keyword or number into the appropriate search box:

- Closed Date
- Order #
- Order Type
- Case
- Name & Location
- Status



Search:

wgreen@rapidlegal.com | Account # ra6784964
[My Profile](#) | [Help](#) | [Logout](#)

Closed Orders (6) Closed From: 08/11/2023 To: 11/09/2023

Closed Date	Order #	Order Type	Case	Name & Location	Status
08/17/2023	2154677	Court eFiling	Amy Green vs. Muriel Kaufman 28-2019-0856-CU-OE	West Justice Center 8141 13th St Westminster CA 92683	Closed
08/17/2023	2121605	eService	Kendra Campos vs. Nell Mcknight 30-2016-0086-CU-OE	West Justice Center 8141 13th St Westminster CA 92683	Closed
09/18/2023	2129532	ON DEMAND Court Filing	Joan Rivera vs Robyn Richmond, et al. 29TRSD9854	Central District Western Division (U.S. Courthouse 312 N Spring St. Rm. G-8 Los Angeles CA 90012	Closed
10/06/2023	2135540	Court eFiling	Wieslaw Kowalski vs Jacob Jacobs 16CECG02004	B.F. Sisk Central Courthouse (eFiling) 1130 O St. Fresno CA 93724	Closed
10/24/2023	2140356-01	Court eFiling	Nichole Herrold vs Leonel Verduzco 17CECG09959	B.F. Sisk Central Courthouse (eFiling) 1130 O St. Fresno CA 93724	Closed
10/31/2023	2142226	Court eFiling	Corrine Kerr, et al. vs Mara Hayes 21STLC07013	Spring Street Courthouse (Civil eFiling) 312 North Spring Street Los Angeles CA 90012	Closed

Show entries Showing 1 to 6 of 6 entries 1