



**CRIMINAL JUSTICE INFORMATION SYSTEM  
MESSAGE VIEWER PORTAL (MVP) GUIDE**

## Revision History

Date	Version	Description	Author
8/4/2016	1.0	Initial draft	Bhamini Thanushetty
8/9/2017	1.1	Changed name of Guide to "Message Viewer Portal" Guide	Pasquale DeMichele

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## **1. Introduction**

The Web User Interface is a web tool created by CJIS to help the criminal justice agencies to receive an early notification of an arrest or summons submitted by the RMS. This tool displays a simulated version of the UAR and Misdemeanor Summons. The intended audience for this document is the criminal justice agencies that will benefit by receiving the early arrest notifications. This document explains the Message Viewer Portal (MVP) functionality and its constraints.

## **2. Purpose of User Interface**

The purpose of Message Viewer Portal (MVP) is to provide specific criminal justice agencies with early arrest information soon after an arrest has occurred. The Message Viewer Portal (MVP) users will have the option of saving or printing the simulated arrest data, since this tool does not have the capability to store data. UAR and Misdemeanor Summons data submitted by the RMS will remain in the system for 30 days and then will be purged.

## **3. Agency and Credentials**

Agencies will be provided credentials to login to the Message Viewer Portal (MVP) and view the data. The agency users are not allowed to change or restructure the data received from the RMS. They can either save the PDF document or print it out for their future reference.

## **1. Brief Explanation of Message Viewer Portal (MVP)**

This section explains the step by step process of accessing the Message Viewer Portal (MVP). The credentials to the agencies will be provided by CJIS.

## 1.1 The login Page

The 'Login' portal has different options for each agency. The user must choose the list/agency in which they belong to and they will be directed to the 'Login' screen. The login link for the Message Viewer Portal (MVP) is: <https://iexportal.cjis-ciss.ct.gov>



Figure 1.

The login screen as shown below, the user will use the credential provided by CJIS:



Figure 2.

## 1.2 Features of the Message Viewer Portal (MVP)

- The Agency Logo is displayed at the left corner of the portal.
- The user can choose a date in the calendar and view the arrest or summons data submitted on that particular day.
- The user can also choose to filter on the UAR Notice or Summons Notice from the drop down 'tab' on the top of the screen, and view the data by separating the two lists.

The screenshot shows the CJIS portal interface. At the top, the CJIS logo and the text "State of Connecticut CRIMINAL JUSTICE INFORMATION SYSTEM" are displayed. A welcome message "Welcome : Thakuri, Juna | Logout" is on the right. On the left, there is a circular seal of the State of Connecticut Judicial Branch and a calendar for March 2016. The calendar highlights March 30th. The main content area is titled "Submissions" and shows a table of data. The table has columns: UAR/MS #, Departme..., Last Name, Mid..., First Name, D.O.B., Begin Date, Statute No., Statute Description, Total..., and Status. The data in the table is as follows:

UAR/MS #	Departme...	Last Name	Mid...	First Name	D.O.B.	Begin Date	Statute No.	Statute Description	Total...	Status
UAR005	CT0004300	Mukka12	K	Anil	1990-09-12	2016-02-07	10-51	FRAUDULENT VOTING-SCHL BUDGET	1	S
UAR004	CT0009500	Mukka11	K	Anil	1990-09-11	2016-02-07	10-51	FRAUDULENT VOTING-SCHL BUDGET	1	S
MIS004	CT0007702	Mukka10	K	Anil	1990-09-10	2016-01-29	10-254	FRAUDULENT CERT FOR MONEY	1	S
UAR005	CT0004300	Mukka12	K	Anil	1990-09-12	2016-01-29	10-254	FRAUDULENT CERT FOR MONEY	4	S
UAR004	CT0009500	Mukka11	K	Anil	1990-09-11	2016-01-20	10-230	FLR PROVIDE FLAG FOR CLASSROOM	6	S
								VIO ETHCS PB	15	S

Figure 3.

- The newer submissions are displayed in ‘**BOLD**’.
- Once the user looks at the new submission without looking at the detailed page of the submission the newer submission is changed from ‘**BOLD**’ to ‘Burgundy’. This means the user has seen the new submission but has not viewed the detailed record.
- The Submission is converted from ‘Burgundy’ to the normal black print once the user has viewed the detailed record of the submission.

Drag a column header and drop it here to group by that column

Select UAR/...	Department...	Last Name	Midd...	First Name	D.O.B	Offense Be...	Statute No.	Statute Description	Total...	SPBI No.	GA No.
2001200119	CT0009400	Smith	L	Terrence	1972-03-25	2016-03-17	53a-119b*	UNAUTH DAMAGE TO MOTOR VEHICLE	1		10
2001200119	CT0009400	Smith	L	Terrence	1972-03-25	2016-03-17	53a-119b	UNAUTH DAMAGE TO MOTOR VEHICLE	1		10
4446936472	CT0009400	MACHADO	R	DEMETRIO	1953-01-07	2016-06-11	53a-86	PROMOTING PROSTITUTION 1ST DEG	1		10
2001200119	CT0009400	Smith	L	Terrence	1972-03-25	2016-03-17	53a-119b(a)*	UNAUTH DAMAGE TO MOTOR VEHICLE	1		10
2001200119	CT0009400	Smith	L	Terrence	1972-03-25	2016-03-17	53a-119b(a)	UNAUTH DAMAGE TO MOTOR VEHICLE	1		10

Figure 4.

- On the Message Viewer Portal screen, the user has the ability to rearrange the columns based on their preference. They can click on column heading to sort in ascending or descending order.
- The user can also group submissions by dragging the column header and dropping it above the columns displayed.
- When the user hovers the mouse on the 'Total No. of Charges' as shown below, a 'Pop up' description of the total charges will be displayed.

**Submissions ▾**

### Misdemeanor Summons(SummonsNotice)

Drag a column header and drop it here to group by that column

Name	First Name	D.O.B	Offense B...	Statute No.	Statute Description	Total...	SPBI No.	GA No.	Inmate ...	Conditi..
a12	Anil	1990-09-12	2016-02-07	10-51	FRAUDULENT VOTING-SCHL	1	StateId12	15	Inmate12	UI
					Number	Description				
					10-230	FLR PROVIDE FLAG FOR CLASSROOM				
a11	Anil	1990-09-11	2016-02-07	10-51	10-233j	ILL POSS PAGING DEV BY STUDENT			Inmate11	OI
					10-251	FLR GIVE NAME/AGE OF CHILD				
a10	Anil	1990-09-10	2016-01-29	10-254	1-84(f)	IL OFFER PUB OFF/STAT EMP GIFT			Inmate10	CS
					10-233j	ILL POSS PAGING DEV BY STUDENT				
a12	Anil	1990-09-12	2016-01-29	10-254	10-251	FLR GIVE NAME/AGE OF CHILD			Inmate12	UI
a11	Anil	1990-09-11	2016-01-20	10-230	FLR PROVIDE FLAG FOR CLASSROOM	6	StateId11	05	Inmate11	OI
a10	Anil	1990-09-10	2016-01-21	1-89(a)(1)*	VIO ETHCS PB OFF/CNTRC >=\$1000	15	StateId10	21	Inmate10	CS

Figure 5.

- The UAR or Summons detailed document can be viewed by clicking on the 'UAR/MS No.' link and the documents can also be printed.

State of Connecticut  
CRIMINAL JUSTICE INFORMATION SYSTEM

Tracking Id : NOT00000000000025840 X

**INCIDENT ARREST NOTICE** Print

**Disclaimer:** Information obtained in this portal provides an initial notice of arrest or misdemeanor summons. Information could have changed based on the timing of the arrest documentation being completed. This information should not be acted upon without verification from the arresting agency.

UAR 1112223334	Companion U.A.R No. 2342342343 5555555555			
PLACE ARRESTED/LOCATION Hartford	TOWN OF ARREST/TOWN CODE 043	STATE CT	DATE/TIME ARRESTED 2016-06-09 10:10	P.D.CASE NO. 250124

**ACCUSED**

NAME OF ACCUSED [Last, First, Middle] RENZONI, VALERIE, R	SSN 158922395			
ADDRESS [No., Street, St. Category, City] 123, BONNEVILLE RD, N/A, Hartford	STATE CT	ZIP 06108	ZIP Extn. N/A	Country US
Additional Information				

**ITEM**

COMMERCIAL/HAZ.MAT. <input type="checkbox"/> CDL <input type="checkbox"/> CV <input type="checkbox"/> HM	REGISTRATION NO. 987125	STATE CT
---	----------------------------	-------------

**OFFENSES**

Charges
---------

**ARRESTING OFFICER**

NAME Jones	DEPARTMENT OR TROOP/ORI CT0009400	P.D.ID NO. 112266
---------------	--------------------------------------	----------------------

<b>BOND</b>		<b>COURT</b>			
<input type="checkbox"/> SURETY <input type="checkbox"/> DETAINED	AMOUNT OF BOND N/A	<input type="checkbox"/> CASH <input type="checkbox"/> OTHER	Bond Type N/A	COURT GA NO. 10	COURT DATE 2016-07-28

Figure 6.

- The Additional information section and the Charges section can be viewed by clicking on the dropdown arrows.

ACCUSED		SPBI	
23334	NAME OF ACCUSED [Last, First, Middle] RENZONI, VALERIE, R	SSN 158922395	
56442	ADDRESS [No., Street, St. Category, City] 123, BONNEVILLE RD, N/A, Hartford	STATE CT	ZIP 06108
Additional Information			
SEX M	RACE U	HISP <input checked="" type="checkbox"/> YES	JUVENILE <input type="checkbox"/> YES
ALIEN REG NO. N/A	S.P.B.I. NO. N/A	FV <input type="checkbox"/>	ALC <input checked="" type="checkbox"/>
OPERATOR'S LICENSE NO. 013297866	STATE CT	PUBLIC PASSENGER ENDORSEMENT(S) N/A	
ALIAS NAME N/A	ACCOMPlice(S) N/A		
MOVEMENT DATE N/A	LOCATION CODE/DESC. N/A	INMATE NO. N/A	
ITEM			
COMMERCIAL/HAZ.MAT. <input type="checkbox"/> CDL <input type="checkbox"/> CV <input type="checkbox"/> HM		REGISTRATION NO. 987125	STATE CT
OFFENSES			
Charges			
CHARGE(S) AND STATUTE NO. DATE/TIME OF OFFENSE		TOWN OF OFFENSE 043	STATE CT
14-223(b) ENGAGING POLICE IN PURSUIT 2016-06-09 10:10:10 2016-06-09 10:10:10			
14-224 EVADING RESPONSIBILITY MV 2016-06-09 10:10:10 2016-06-09 10:10:10			
14-219T82CZ SPEEDING-TRK, 82 MPH, LAH-CZ 2016-06-09 10:10:10 2016-06-09 10:10:10			

Figure 7.

## 2. Audiences of Message Viewer Portal

The List of downstream agencies using the tool will be:

- Court Support Services Division (CSSD)
- Division of Criminal Justice (DCJ)
- Board of Pardon and Parole (BOPP)

- Department of Correction (DOC)
- Department of Motor Vehicle (DMV)

## 2.1 Court Support Services Division (CSSD) & Division of Criminal Justice (DCJ):

- All the arrest notifications are shared or sent to CSSD and DCJ.

## 2.2 Board of Pardon and Parole (BOPP) & Department of Correction (DOC):

- All the arrest notices of offenders who are currently under community supervision or Parole. The screenshot has the highlighted information:

ACCUSED				
NAME OF ACCUSED [Last, First, Middle] cruz, angel, N/A			SSN N/A	
ADDRESS [No., Street, St. Category, City] 12, dsa, N/A, vernon		STATE CT	ZIP 06066	ZIP Extn. Country N/A US
Additional Information				
SEX F	RACE P	HISP <input type="checkbox"/> YES	JUVENILE <input type="checkbox"/> YES	D.O.B. 1963-12-08
ALIEN REG NO. N/A	S.P.B.I. NO. N/A	FV <input type="checkbox"/>	ALC <input type="checkbox"/>	NAR <input type="checkbox"/>
CONDITION TYPE CS	PUBLIC PASSENGER ENDORSEMENT(S) N/A			
OPERATOR'S LICENSE NO. 097723838	STATE CT	ACCOMPlice(S) N/A		
ALIAS NAME N/A				
MOVEMENT DATE 1981-10-09	LOCATION CODE/DESC. 251 RE-ENTRY	INMATE NO. 107405		
ITEM				
COMMERCIAL/HAZ.MAT. <input type="checkbox"/> CDL <input type="checkbox"/> CV <input type="checkbox"/> HM	REGISTRATION NO. N/A		STATE N/A	
OFFENSES				
Charges				
CHARGE(S) AND STATUTE NO. DATE/TIME OF OFFENSE 53a-100aa    HOME INVASION			TOWN OF OFFENSE 146	STATE CT
DATE/TIME OF OFFENSE 2016-01-01    2016-01-01				

## 2.3 Department of Motor Vehicle (DMV):

- All the arrest notices of offenders who have committed a DUI/OUI offense or a DMV Person of Interest (PPE – Public Passenger Endorsements). The screenshot has the highlighted information:

Additional Information																																																					
SEX F	RACE U	HISP <input checked="" type="checkbox"/> YES	JUVENILE <input type="checkbox"/> YES	D.O.B. 1957-01-25																																																	
ALIEN REG NO. N/A	S.P.B.I. NO. N/A	FV	ALC <input type="checkbox"/>	NAR <input type="checkbox"/>	CONDITION TYPE OI																																																
OPERATOR'S LICENSE NO. 013297866	STATE CT	PUBLIC PASSENGER ENDORSEMENT(S) V																																																			
ALIAS NAME N/A		ACCOMPlice(S) N/A																																																			
MOVEMENT DATE N/A	LOCATION CODE/DESC. N/A	INMATE NO. N/A																																																			
<b>ITEM</b> <table border="1"> <tr> <td>COMMERCIAL/HAZ.MAT. <input type="checkbox"/> CDL    <input type="checkbox"/> CV    <input type="checkbox"/> HM</td> <td>REGISTRATION NO. 987125</td> <td>STATE CT</td> </tr> </table>						COMMERCIAL/HAZ.MAT. <input type="checkbox"/> CDL <input type="checkbox"/> CV <input type="checkbox"/> HM	REGISTRATION NO. 987125	STATE CT																																													
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<b>OFFENSES</b> <table border="1"> <thead> <tr> <th colspan="6">Charges</th> <th>TOWN OF OFFENSE</th> <th>STATE</th> </tr> <tr> <th colspan="6">CHARGE(\$) AND STATUTE NO. DATE/TIME OF OFFENSE</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>14-223(b)</td> <td>ENGAGING POLICE IN PURSUIT</td> <td>2016-06-09</td> <td>10:10:10</td> <td>2016-06-09</td> <td>10:10:10</td> <td>043</td> <td>CT</td> </tr> <tr> <td>14-223(b)+Z</td> <td>VIO 14-223(B)++ -CSTR/UTL ZONE</td> <td>2016-06-09</td> <td>10:10:10</td> <td>2016-06-09</td> <td>10:10:10</td> <td></td> <td></td> </tr> <tr> <td>14-224(b)(1)</td> <td>EVADE RESP-SERIOUS PHYS INJURY</td> <td>2016-06-09</td> <td>10:10:10</td> <td>2016-06-09</td> <td>10:10:10</td> <td></td> <td></td> </tr> <tr> <td>14-224(c)Z</td> <td>VIO 14-224(C) IN CSTR/UTL ZONE</td> <td>2016-06-09</td> <td>10:10:10</td> <td>2016-06-09</td> <td>10:10:10</td> <td></td> <td></td> </tr> </tbody> </table>						Charges						TOWN OF OFFENSE	STATE	CHARGE(\$) AND STATUTE NO. DATE/TIME OF OFFENSE								14-223(b)	ENGAGING POLICE IN PURSUIT	2016-06-09	10:10:10	2016-06-09	10:10:10	043	CT	14-223(b)+Z	VIO 14-223(B)++ -CSTR/UTL ZONE	2016-06-09	10:10:10	2016-06-09	10:10:10			14-224(b)(1)	EVADE RESP-SERIOUS PHYS INJURY	2016-06-09	10:10:10	2016-06-09	10:10:10			14-224(c)Z	VIO 14-224(C) IN CSTR/UTL ZONE	2016-06-09	10:10:10	2016-06-09	10:10:10		
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14-224(c)Z	VIO 14-224(C) IN CSTR/UTL ZONE	2016-06-09	10:10:10	2016-06-09	10:10:10																																																

## 3. Constraints

- Agencies can view the data but not modify the data.
- Any submissions from the RMS will be available immediately to the agencies that have access to the tool. (Based on credentials.)
- CJIS-CIIS will follow a purge cycle of 30 days and after that records will not be available to the agencies.