



**Superior Court of California
County of Orange**

ANNOUNCEMENT

12/4/2024

Electronic Evidence Portal - Family Law Expansion

Effective January 1, 2025, pursuant to **Local Rule 714**, Orange County Superior Court will mandate attorney use of the Electronic Evidence Portal for trials and specially set evidentiary hearings in the Family Law Case type, unless otherwise ordered by the court. The use of the Electronic Evidence Portal began in 2021 as a pilot program in five (5) courtrooms across multiple case types and is now expanded for use in all Family Law courtrooms.

In addition to the existing courtrooms already using the portal, the court intends to expand in a phased approach beginning January 6, 2025. The courtrooms and implementation schedule are attached to this announcement, along with link(s) to the training materials. In addition, the court will make available an email address to submit non-urgent questions that will be available for the first forty-five (45) days from implementation. Lastly, to assist counsel with the use of this new technology, the court will offer three (3) training sessions for attorneys via Teams and in-person, as noted below.

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**Electronic Evidence Portal
Family Law Implementation Expansion Information
Effective: 1/1/2025
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Court Electronic Evidence Website Information	Electronic Evidence Portal Superior Court of California County of Orange (occourts.org)
Access To the Electronic Evidence Portal:	https://occourts.quetelcloud.com/TraQ7/
Email address for non-urgent questions/assistance (1/6/2025 to February 20, 2025)	EEPFamilyLaw@occourts.org

Department Implementation Dates

Current Users	1/6/2025	1/20/25
<ul style="list-style-type: none"> Judge Marshack Judge Torres Judge Minerich Judge Kreber-Varipapa Commissioner Kohler Judge Hicklin 	<ul style="list-style-type: none"> Judge Palafox Judge Solis Judge Sagel Judge Macaulay Judge Carasso Judge Salter 	<ul style="list-style-type: none"> Judge Guirguis Judge Wersching Commissioner Poncy Commissioner Reichman Judge Bell Judge Lo Judge Claustro

Webinar Training Schedule (For Attorneys Only)

<ul style="list-style-type: none"> 12/13/24 @ 3:30 p.m. to 4:30 p.m. <u>Hybrid (in person/Teams)</u> 	<ul style="list-style-type: none"> Teams Link: Join the meeting now Meeting ID: 270 772 334 461 Passcode: 6Mg6Lo66 <u>In-Person—Department L73</u>
<ul style="list-style-type: none"> 12/19/24 @ noon <u>Hybrid (in person/Teams)</u> 	<ul style="list-style-type: none"> Teams Link: Join the meeting now Meeting ID: 231 211 905 767 Passcode: yE3ff9BV <u>In-Person—Department L64</u>
<ul style="list-style-type: none"> 1/15/25 @ noon <u>Teams Only</u> 	<ul style="list-style-type: none"> Teams Link: Join the meeting now Meeting ID: 228 094 067 754 Passcode: pa3Kb3iU

Training Materials:

Creating Accounts and Uploading Exhibits:	<ul style="list-style-type: none"> Video Instructions to Upload Evidence (English) Video Instructions to Create an Account and Upload Exhibits
Navigating the Site	<ul style="list-style-type: none"> Instructions to Print an Exhibit List (English) Instructions to Share Evidence with Other Parties (English) Video Instructions for Navigating the Site Video Instructions to Share Evidence with Other Parties (English) Video Instructions to Downloading Exhibits (English) Video Instructions to Print an Exhibit List (English)
Preparing For Your Hearing & Presenting Exhibits	<ul style="list-style-type: none"> Instructions to Present Exhibits (English) Video Instructions for Preparing for Your Hearing (English) Video Instructions to Present Exhibits in the Courtroom (English) Video Instructions to Present Exhibits When the Court Displays on a Party's Behalf (English)