

Maine Public Utilities Commission Case Management System (CMS)

Improvements to the Data Request (DR) Function

As of September 25, 2013

(Additional improvements to the Data Request function will be coming over the winter)

Caution: It has come to our attention that in the screen (Case File/DR Tab, View by Set, View Questions, Attachments, the View Response Attachment pop-up does not include supplemental response attachments. Until this is fixed, please use the View hyperlink on that screen to be sure to see any supplemental responses that were submitted or View by Questions instead of View by Set.

Creation of DR Sets and Questions

1. Screens have been combined to save users steps. Any draft sets that the user or others in the same Filing Party have started and saved will show on the initial Create/Submit DR Set screen. Users can pick Edit from their draft list to modify and submit sets. Users will still be able to create DR sets from the DR tab in the individual cases.
2. A new button has been added to the create question pop-up which allows the user to add additional questions from within the pop-up instead of having to go back to the first screen.

Responding to DR Questions

1. Screens have been combined to save users steps. Now all outstanding DR Questions will be shown on one list. Any draft responses that the user or others in the same Filing Party have started and saved will show on the initial Create/Submit DR Response screen. Users can pick Edit from their draft list to modify and submit responses.

Search/View Data Requests

1. Users can pick more than one item in their Search results set to print in a formatted report.
2. There is a new column for hyperlinks to any attachments in a DR Question and/or Response. The user can see which ones have attachments and can open them using the hyperlink.

Case File – DR Tab

1. There is a new column for hyperlinks to any attachments in a DR Question and/or Response. The user can see which ones have attachments and can open them using the hyperlink. Clicking on the hyperlink will bring up another screen listing all the individual attachments – this window stays open until you close it so all attachments can be opened as needed.

Navigation and Paging in the DR Screens

1. DR module will now use same navigation and paging as in the Filings Tab
2. Users can set the number of items they want to see per page. Up to 99 items per page (lower left corner) can be set. Enter number and click Go.
3. Users have additional ways of moving from page to page such as First, Next, Last and by Page number (lower right corner).
4. The BACK button on the screens will take you back to the screen you came from while preserving your paging settings.

Coming Soon (sometime this Winter)

1. The system will provide the option to print the content of associated attachments with the formatted report printout.
2. Users will be able to select multiple DR pairs to print in a formatted report from within the View by Questions screen in the DR Tab of the Case File. This is currently available only in the DR Search screen.
3. A Spell Checking option will be available in the create questions and create responses screens.
4. Additional Columns, such as Propounded Upon, will be sortable in the DR list screens.
5. Additional clarification of the Generate Code button will be added for the Requested By "Self" option in the Create Set screen.