



## VTADS Update Attorney Info

Chris Ilstrup - 2020-07-28 - Older Knowledgebase Items

Use Visual Unify (IE works best at this time)

<https://jud-app03.crt.state.vt.us/VisualUnify/Account/Login.aspx>

(You have to log in 2x)

1. Attorney > Edit Existing Attorney
2. Change Database to Addison
3. Search for Attorney with either
  1. Attorney ID: Bar number (you can use eCabinet or ODY to find bar number easily)
  2. Last Name: last name
4. Edit fields as needed
5. Click "Submit Change" at bottom
6. Click "Apply Change to Other DBs"
  1. Choose DBs you haven't fixed yet (Do not choose ODY counties as they're read-only)
  2. Click "Apply Change"

Tags

Attorney

edit

VTADS