

A	
ARB	Administrative Review Board
Action	Also called a case or lawsuit. A civil judicial proceeding where one party sues another for a wrong done, or to protect a right or to prevent a wrong.
Adjournment	Postponement of a court session until another time or place.
Adjudication	A decision or sentence imposed by a judge.
Appeal	A request made after a trial by a party that has lost on one or more issues that a higher court review the decision to determine if it was correct. To make such a request is "to appeal" or "to take an appeal."
Appellant	The party who appeals a district court's decision, usually seeking reversal of that decision.
Appellee	The party who opposes an appellant's appeal, and who seeks to persuade the appeals court to affirm the district court's decision.
Appellate	An appellate court has the power to review the judgment of a lower court (trial court) or tribunal.
Amicus	An impartial adviser to a court of law in a particular case. It is advice formally offered to the court in a brief filed by an entity interested in, but not a party to, the case.
Attorney	A lawyer appointed to act for another in business or legal matters.
Attorney of Record	Attorney whose name appears in the permanent records or files of a case.
Administrator	A member of an organization who has privileges to edit the organization details, add/remove members, manage shared mailboxes, etc.
Accessed On	The date and time the serving to a case or appeal was accessed for the first time by the party
Agency Reference Number	The reference number that is given by the agency in the casefile
Accessed By	The party that accessed the serving
B	
BRB	Benefits Review Board
BALCA	Board of Alien Labor Certification Appeals
Brief	A written statement submitted in a trial or appellate proceeding that explains one side's legal and factual arguments.
C	
Case	A dispute between opposing parties which may be resolved by a court, or by some equivalent legal process.
Casefile	A complete collection of every document filed in court in a case.
Complaint	A written statement that begins a civil lawsuit, in which the plaintiff details the claims against the defendant.
Contract	An agreement between two or more people that creates an obligation to do or not to do a particular thing.
Conviction	A judgment of guilt against a criminal defendant.
Counsel	Legal advice; a term also used to refer to the lawyers in a case.

Court	Government entity authorized to resolve legal disputes. Judges sometimes use "court" to refer to themselves in the third person, as in "the court has read the briefs."
Court Reporter	A person who makes a word-for-word record of what is said in court, generally by using a stenographic machine, shorthand, or audio recording, and then produces a transcript of the proceedings upon request.
Claimant	A person making a claim in a lawsuit or for a state benefit.
Claim	The statement of relief desired.
Closed Case	A case is closed when there has been a final disposition in the case
Certificate of Service	The section of a pleading or motion that certifies that the party filing the document has sent a copy of the document to the opposing party or his lawyer.
Certify Documents	An acknowledgment that the documents attached to the case have been verified by the staffer.
Court Case Number	Case number means the identification number assigned by the clerk of the court to a case.
Case Access Logs	The logs that are stored in the private portal regarding the access of the servings by parties.
Chief judge	The judge who has primary responsibility for the administration of a court; chief judges are determined by seniority
D	
DOL	US Department of Labor
Docket	A log containing the complete history of each case in the form of brief chronological entries summarizing the court proceedings.
Docket Number	A unique number assigned to every docket
Delegate Case/Appeal	A member of an organization who is authorized to represent an attorney in managing a case by submitting filings and accessing servings.
Defendant	An individual (or business) against whom a lawsuit is filed.
Deposition	An oral statement made before an officer authorized by law to administer oaths. Such statements are often taken to examine potential witnesses, to obtain discovery, or to be used later in the trial.
Dispose	Ending a legal case or a judicial proceeding.
Delegate By	The attorney who delegates a case/appeal to a member in the same organization.
Delegate On	The date and time the case/appeal was delegated.
Draft	Saved draft of an appeal in progress before submission
Decision Date	The decision date from the lower court
Deceased Party	A party in the case who is no longer alive and is being represented by another person
Document to File	Any documents that need to be uploaded for filing in the case or appeal
Docketed Date	The date when the case was docketed by the system
E	
eFile	The process of submitting new cases or filings to existing cases
eServe	The process by which the agencies serve orders and documents to parties in a case/appeal

eFiler	The person who is doing the eFiling
ECAB	Employees' Compensation Appeals Board
Evidence	Information presented in testimony or in documents that are used to persuade the fact finder (judge or jury) to decide the case in favor of one side or the other.
eFile Number	A unique number to identify a transaction like a filing, request access to case or appeal, etc in a case or appeal
eFile Case Number	A unique number to identify a case or appeal in the eFile and eServe system
Employer	The person or entity who has control over work activities.
eFile Audit History	The history of the new case, access request, filing in the private portal
eServe Id	The unique id of the eServing
eDoc Number	The unique document number of a served document
F	
File	To place a paper in the official custody of the clerk of the court to enter into the files or records of a case.
Filing Category	
Filing Type	
Filed Documents	The documents that were attached to the filing.
Filing Role	The role that the eFiler had given in the submission.
H	
Host IP	IP of the computer that accessed the serving.
I	
Individual	A public user of the system
Issued On	The date and time when the eServe documents were issued from OALJ or Boards
In-Camera Review	meaning in a judge's chambers. Often means outside the presence of a jury and the public. In private.
Information	A formal accusation by a government attorney that the defendant committed a misdemeanor. See also indictment.
J	
Judge	An official of the Judicial branch with the authority to decide lawsuits brought before courts. Used generically, the term judge may also refer to all judicial officers, including Supreme Court justices.
Judgment	The official decision of a court finally resolving the dispute between the parties to the lawsuit.
L	
Lay Representative	A person who is authorized by you to help you prepare and conduct a legal case
Last Updated On	The date and time when there was an update to the case or appeal
Last Notified On	The date and time when the parties on the case were notified by email about the served documents

Lawsuit	A legal action started by a plaintiff against a defendant based on a complaint that the defendant failed to perform a legal duty which resulted in harm to the plaintiff.
M	
Member	A user who has been added to an organization
Multi Case Filing	Submitting filing to multiple cases at the same time. This is usually done for related cases that need the same filings to each of them.
Motion	A request by a litigant to a judge for a decision on an issue relating to the case.
N	
Notified On	The date and time when the parties on the case were notified by email about the served documents
Notice of Appearance	A document alerting the Clerk of Court and all the attorneys in the case that the attorney mentioned is representing the party
Notice of Appeal	A notice of appeal filed after the court announces a decision, sentence, or order—but before the entry of the judgment or order—is treated as filed on the date of and after the entry.
None Listed	When the Docket Staff is not sure of the attorney representing the party (claimant or employer) in the case, select the None Listed that adds a default party that will be held in place until an attorney for the party requests access to the case and is successfully reconciled.
O	
OALJ	Office of the Administrative Law Judges
Organization	A business or government department
OWCP	Office of Workers' Compensation Programs
OWCP File (Claim) Number	A unique number for the OWCP case file that is passed to the eFile and eServe system.
Oral Argument	An opportunity for lawyers to summarize their position before the court and also to answer the judges' questions.
Open Case	A case that is in court but isn't "settled" or "decided"
Originating Agency	The agency from which the case originated. The agency will issue a unique number for each case file.
OALJ Case Number	A unique reference to each case and is also used to identify the year the case was filed and the case type. The use of case numbers allows for a uniform way to access case information within the federal system. Every document filed with the court must contain a reference to the proper case number. This will assist in the proper routing of documents within the court.
P	
Party	An individual, organization, or attorney who is part of a case
Profile	Personal contact details of a user
Public	General public users of the eFile and eServe system
Petition	The document that initiates the filing of a bankruptcy proceeding, setting forth basic information regarding the debtor, including name, address, chapter under which the case is filed, etc.

Petitioner	Another word for the plaintiff, the person starting the lawsuit.
Plaintiff	A person or business that files a formal complaint with the court.
Pre-Approved Member	Persons who are pre-approved to be members of the organization but are not yet registered in the eFile and eServe system
Petitioner in the Appeal	The petitioner is the party who presents a petition to the court. On appeal, the petitioner is usually the party who lost in the lower court. This can be either the plaintiff or defendant from the court below, as either of the parties can present the case to a higher court for further proceedings.
Petition for Review	a formal request for an appellate tribunal to review and make changes to the judgment of a lower court or administrative body.
Parties Represented	The parties who are represented by the attorney
Preview	
Procedure	The rules for conducting a lawsuit; there are rules of civil procedure, criminal procedure, evidence, bankruptcy, and appellate procedure.
Pretrial Hearing	Conference with attorneys to determine the scope of the possible trial to resolve issues through agreement.
Pro Se	A Latin phrase meaning for "yourself"--representing yourself in any kind of case.
Party in Interest	A party who has the standing to be heard by the court in a matter to be decided in the case.
R	
Record	A written account of the proceedings in a case, including all pleadings, evidence, and exhibits submitted in the course of the case.
Respondent	Another word for the defendant; the person responding to a lawsuit. In Juvenile court, the word refers to the person or persons named in a petition.
Role in the Case	The role of the party on the case.
Redaction Notice	A fairly common practice in legal documents refers to the process of editing a document to conceal or remove information deemed to be confidential before disclosure or publication
Reconsideration Order Date	The date of the reconsideration order that was given to the case decision.
RAC	Request Access to Case
RAA	Request Access to Appeal
Reconcile	When there is a mismatch between the role or email of the parties entered in the new case and that coming from the request access, it needs to be corrected. This process is called reconciliation.
S	
Service	The legal method for giving a copy of the court papers being filed to other parties in a case.
Shared mailbox	A common email that is added to an organization that allows for the easy and efficient distribution of common emails
Status	The status of the Case, Appeal, or Filing
Served On	The date and time when the eServe documents were served to the parties on the case

Second Signature	For an ECAB new appeal, if the appellant has an attorney or representative, then the attorney or representative needs to sign the appeal before it can be processed. This is called Second Signature.
Settlement	Parties to a lawsuit resolve their dispute without having a trial. Settlements often involve the payment of compensation by one party in at least partial satisfaction of the other party's claims, but usually do not include the admission of fault.
Statute	A law passed by a legislature.
Subpoena	A command, issued under a court's authority, to a witness to appear and give testimony.
SOL Attorney	A lawyer appointed by the President in each judicial district to prosecute and defend cases for the federal government. The U.S. Attorney employs a staff of Assistant U.S. Attorneys who appear as the government's attorneys in individual cases.
T	
Trusted Users	SOL Attorneys and staff
Transcript	A written, word-for-word record of what was said, either in a proceeding such as a trial or during some other formal conversation, such as a hearing or oral deposition
U	
User	A registered individual who uses the eFile and eServe system
User Type	Attorney or Individual
User Role	Trusted, Court Reporter or Public
V	
Verdict	The decision of a trial jury or a judge that determines the guilt or innocence of a criminal defendant or that determines the outcome of a case.
W	
Witness	A person called upon by either side in a lawsuit to give testimony before the court or jury.