



Pro-Codex – *Consolle*

A brief guide

The Pro-CODEX project - Introduction

- The main goal of this project is to support the development of the technological components required to make interoperable e-CODEX and the applications used by legal professionals (lawyers and notaries) at national level
- The partnership carrying out the project includes involves governmental, academic and private partners in Italy, Austria, Holland and Greece.
- The project aims to set-up working pilots involving legal professions and institutions of three countries (Greece, Austria and Italy)

The Pro-CODEX project - Details

- The main goal of the Pro-CODEX project is to create conditions to support the development of the technological components required to make interoperable e-CODEX and the applications used by legal professionals at national level.
- The project aims at developing running pilots in a limited number of countries to ease the use of e-CODEX infrastructure and to increase the number of users among the different legal professions.
- In various member states, lawyers and notaries work with ad hoc applications, developed usually by private companies, to interface their procedures with the national e-justice infrastructure.
- Such legal work-desks provide a number of functionalities for handling cases, exchange official information with the Tribunals, managing clients, paying tax and court fee, billing for services. These functionalities are customised on the specific needs of law firms or notary offices, and benefit from interoperability with relevant systems at national levels.

Piloting of *Consolle Avvocato* for Pro-CODEX

These are the objectives for this task (WS3 Pilot):

- Implementation the semantic and the software components for Lawyers to connect their platforms to e-Codex
- Preparation of Gateways and Connectors for National Systems
- **Set-up of Use Cases of ESCP and EPO (and MM)**
- **Test of the platforms for EPO (European Payment Order), starting from Form A**

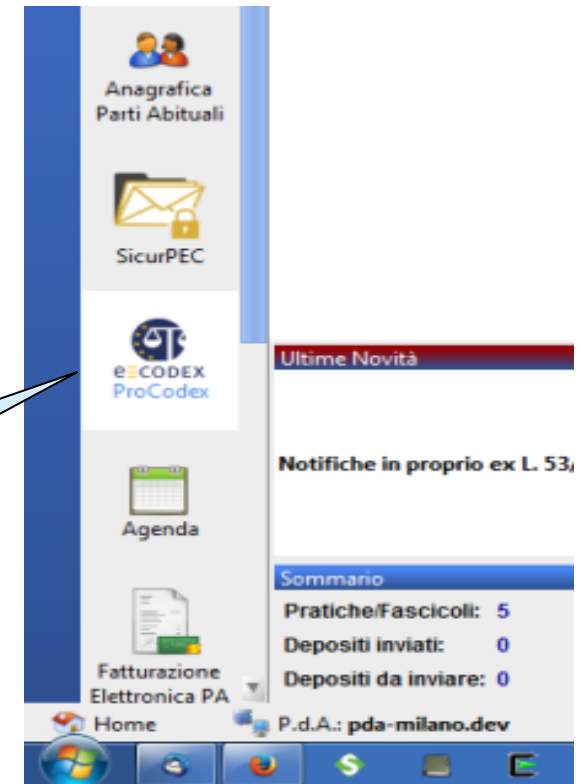
- Aim of the present activity is to test the forms and messages related to the request for European Payment Order (EPO). It consists in issuing a demand for EPO from the lawyer via the *Consolle* and receiving confirmation of correct lodge of the application from the foreign Tribunal.

Test – step 1

- Check the *Consolle* version
- Required version is XXX or higher
- Update it if needed
- Open the *Consolle* on your pc

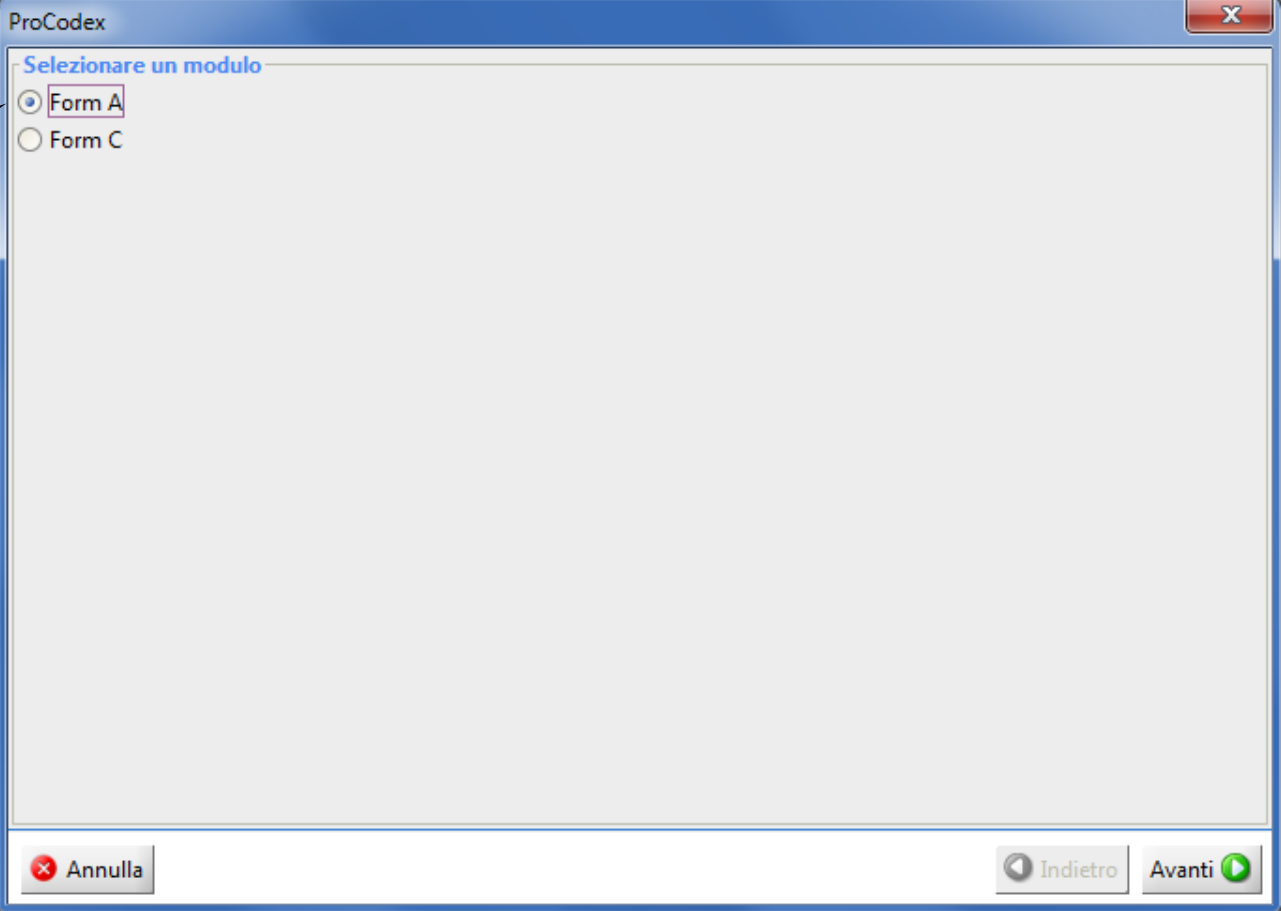
- Verifica la versione della *Consolle*
- La versione richiesta è: XXX
- Aggiornala se è necessario
- Lancia la *Consolle* sul to pc

- Find the “ProCodex” icon and click on it
- Trova l'icona “ProCodex” e selezionala



Test – step 2

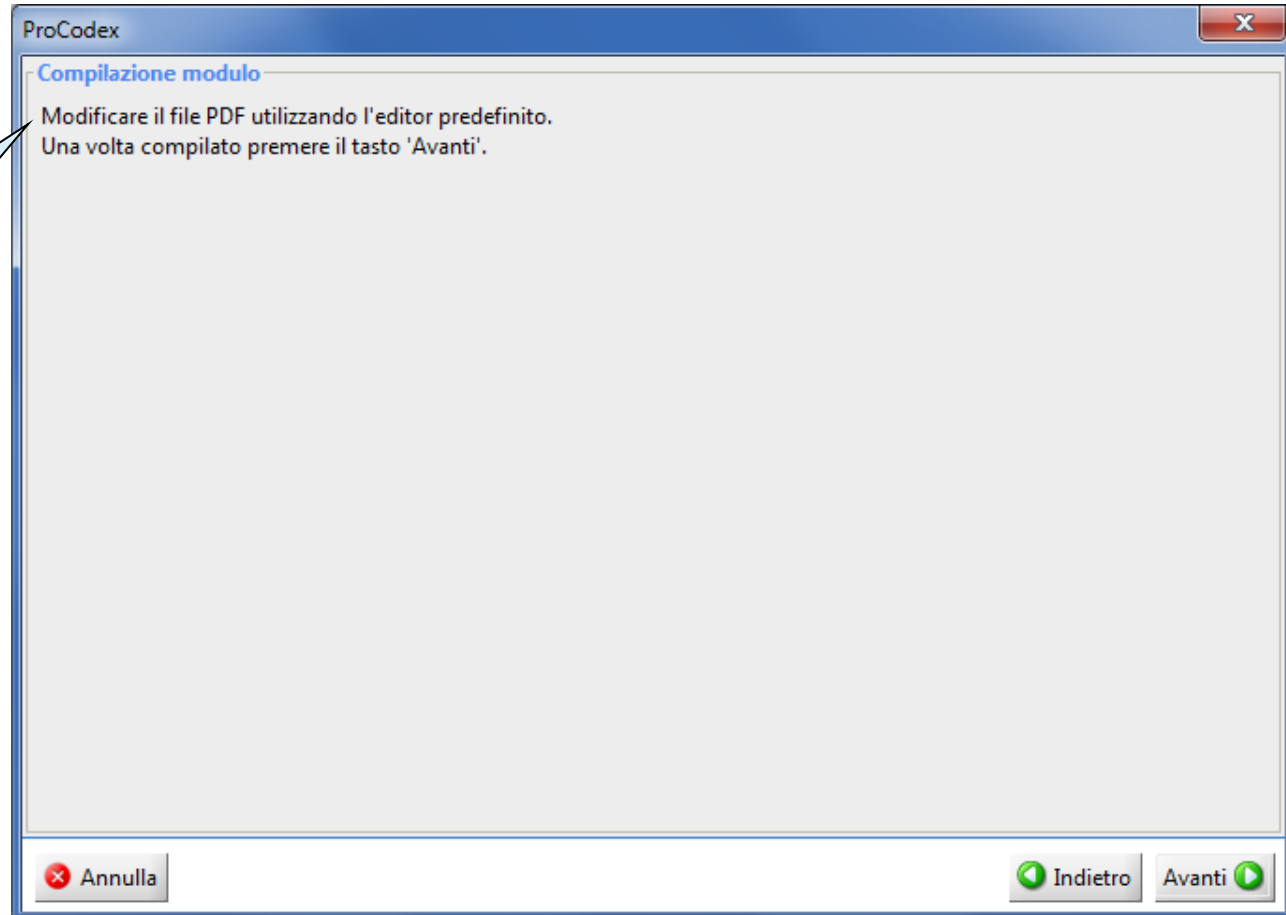
- Select the Form A (request for EPO)
- Selezione della Form A (Richiesta di ordine di pagamento)



The screenshot shows a window titled "ProCodex" with a close button in the top right corner. The main content area is titled "Selezionare un modulo" and contains two radio button options: "Form A" (which is selected) and "Form C". At the bottom of the window, there are three buttons: "Annulla" (with a red 'x' icon), "Indietro" (with a left arrow icon), and "Avanti" (with a right arrow icon).

Test – step 3

- Modify the form in PDF using the editor available on the system
- Modifica il form in PDF usando l'editor installato sul sistema



Test – step 4

➤ Fill the form and save it when completed

➤ Compila il form ed effettua il salvataggio quando hai terminato

Domanda di ingiunzione pagamento europea

Modulo A Articolo 7, paragrafo 1 del regolamento (CE) n° 1896/2006 del Parlamento europeo e del Consiglio che istituisce un procedimento europeo d'ingiunzione di pagamento

Al fine della corretta compilazione del modulo si raccomanda la lettura della guida che figura nell'ultima pagina
 Si prega di fare attenzione in particolare al fatto che il presente modulo deve essere compilato nella lingua o in una delle lingue accettate dall'organo giurisdizionale da adire. Al fine di agevolare la compilazione del modulo nella lingua richiesta, esso è disponibile in tutte le lingue ufficiali dell'Unione europea.

1. Organo giurisdizionale

Denominazione

Indirizzo

Codice postale Città Paese

Numero della causa (da compilarsi a cura dell'organo giurisdizionale)

Ricevuto dall'organo giurisdizionale

2. Parti e loro rappresentanti

Codici: 01 Ricorrente 03 Rappresentante del ricorrente * 05 Rappresentante legalmente autorizzato del ricorrente **
 02 Convenuto 04 Rappresentante del convenuto * 06 Rappresentante legalmente autorizzato del convenuto **

Codice	Ragione sociale	Codice di identificazione (ove applicabile)		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
	Cognome	Nome		
	<input type="text"/>	<input type="text"/>		
	Indirizzo	Codice Postale	Città	Paese
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Telefono ***	Fax ***	Indirizzo di posta elettronica ***	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	Professione ***	Altro ***		
	<input type="text"/>	<input type="text"/>		
Codice	Ragione sociale	Codice di identificazione (ove applicabile)		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
	Cognome	Nome		
	<input type="text"/>	<input type="text"/>		

Test – step 5

- Select “Signature certificate” and fill “Message subject”
- Selezionare “Certificato di firma” e compilare “Titolo messaggio”

The screenshot shows a window titled "ProCodex" with a sub-header "Invio modulo". It contains two input fields: "Certificato di firma" with a dropdown menu showing "GAGGI NICOLA (scade il 29/02/2020)" and "Titolo messaggio" with a text box containing "TEST PROD/AT/03". At the bottom, there are three buttons: "Annulla" (with a red X icon), "Indietro" (with a green left arrow icon), and "Chiudi" (with a green checkmark icon).

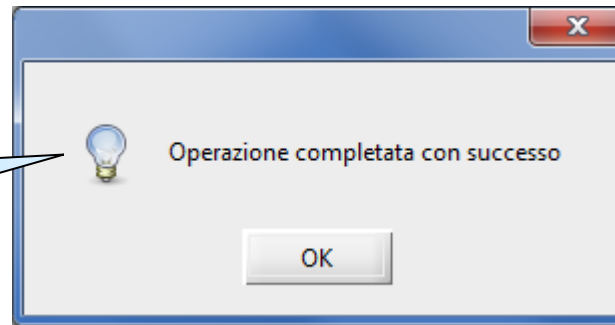
Test – step 6

- Digital sign-off and Send
- Firma digitale ed invio

The screenshot shows the ProCodex application interface. The main window is titled "Console Avvocato® GOLD - Net Service S.p.A. - #ERROR". A "ProCodex" dialog box is open, showing the "Invio modulo" section. The "Certificato di firma" field is set to "GAGGI NICOLA (scade il 29/02/2020)" and the "Titolo messaggio" field is "TEST PROD/AT/03". A "Sicurezza di Windows" dialog box is overlaid on top, prompting the user to "Provider smart card Microsoft" and "Immettere il PIN." The dialog box has a "PIN" input field and "OK" and "Annulla" buttons. The main application window also shows a sidebar with various navigation options like "Gestione Fascicoli", "Atti Inviati e Ricevuti", "Consultazione Registri", "Consultazione", "Pagamenti Telematici", "Anagrafica Avvocati", "Anagrafica Parti Abituati", "Sicurezza PEC", "e-CODEX ProCodex", and "Agenda". The bottom status bar shows the user is "Utenza: NICOLA GAGGI" and the role is "Ruolo Live: Avvocato".

Test – step 7

- Confirmation of application sent
- Conferma di avvenuta spedizione



Test – step 8

- Verification of lodgement made
- Verifica del deposito effettuato

The screenshot displays the 'Consolle Avvocato' interface. The main window shows a table of deposited documents with the following data:

Stato	Creazione busta	Codice	Invio Deposito	Attestazione Temporale	CUDA	Esito Auto	Esito Canc.
✓	01/01/2017 00:00		09/10/2014 10:55	09/10/2014 10:55	PDACDOTOLMEZZ...	✓	✓
✓	01/01/2017 00:00		22/10/2014 17:44	22/10/2014 17:44	PDACDOTOLMEZZ...	✓	✓
✓	01/01/2017 00:00		30/10/2014 13:21	30/10/2014 13:22	PDACDOTOLMEZZ...	✓	✓
✓	01/01/2017 00:00		03/10/2014 12:53	03/10/2014 12:53	PDACDOTOLMEZZ...	✓	✓

The interface also includes a sidebar with navigation options like 'Gestione Fascicoli', 'Atti Inviati e Ricevuti', 'Anagrafica Parti Abituati', and 'SicurPEC'. The bottom status bar shows the user as 'AVVOCATO2 AVVOCATO2' and the role as 'Avvocato'.

