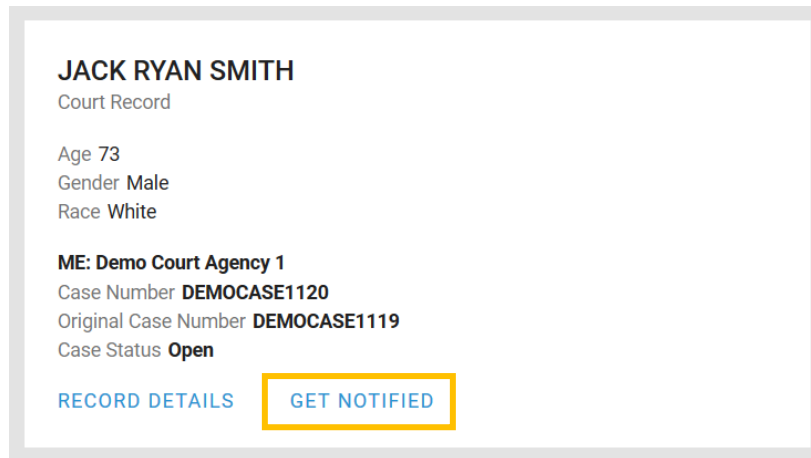


How to Get Notified of Defendant Court Case Status Changes in VINELink – Quick Reference Guide

NOTE: In this resource guide, we will be using North Dakota's training demonstration website to provide examples. Some information may appear differently during your navigation of VINELink.

1. Find the appropriate defendant court record in your search results. Click **Get Notified** to register to receive VINE court case status notifications on the defendant.



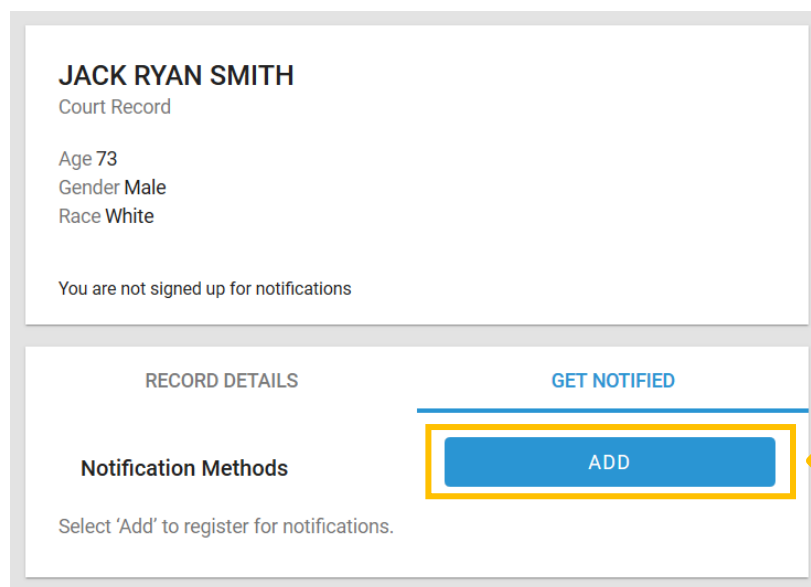
JACK RYAN SMITH
Court Record

Age 73
Gender Male
Race White

ME: Demo Court Agency 1
Case Number **DEMOCASE1120**
Original Case Number **DEMOCASE1119**
Case Status **Open**

[RECORD DETAILS](#) [GET NOTIFIED](#)

2. Select **Add** to begin entering your notification methods.



JACK RYAN SMITH
Court Record

Age 73
Gender Male
Race White

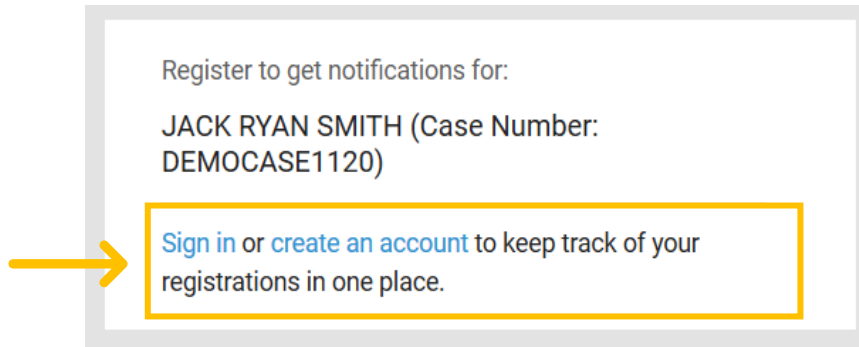
You are not signed up for notifications

[RECORD DETAILS](#) [GET NOTIFIED](#)

Notification Methods
Select 'Add' to register for notifications.

[ADD](#)

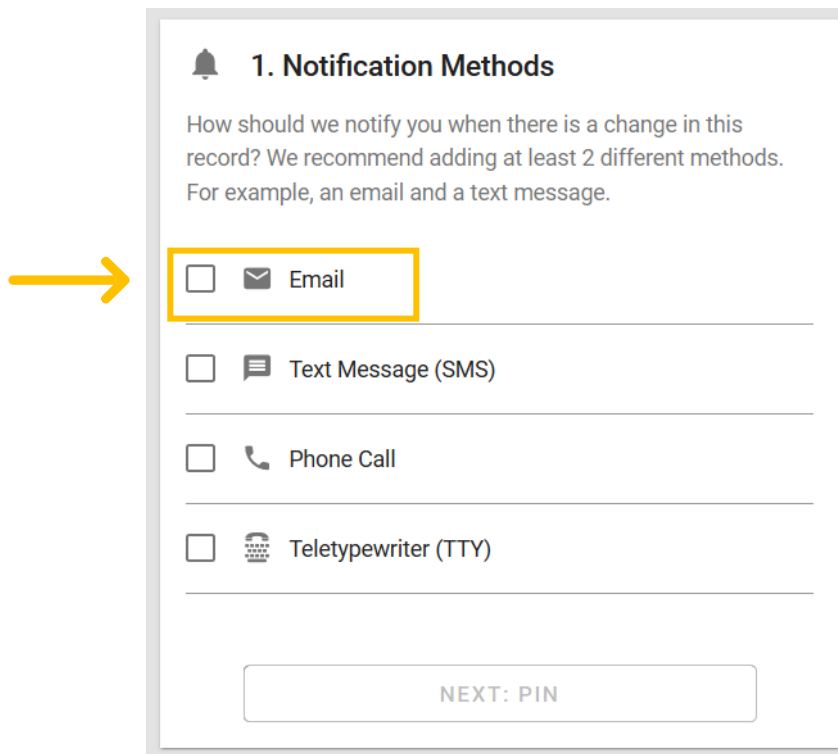
3. You will be taken to the registration workflow. Note the ability to **sign in** or **create a VINELink account** at the top of the registration menu.



4. Under the Notification Methods, select how you would like to be notified of any changes in this record. VINE notifications can be delivered by **email**, **text message (SMS)**, **phone call**, **teletypewriter (TTY)**. More than one type of notification method can be selected.

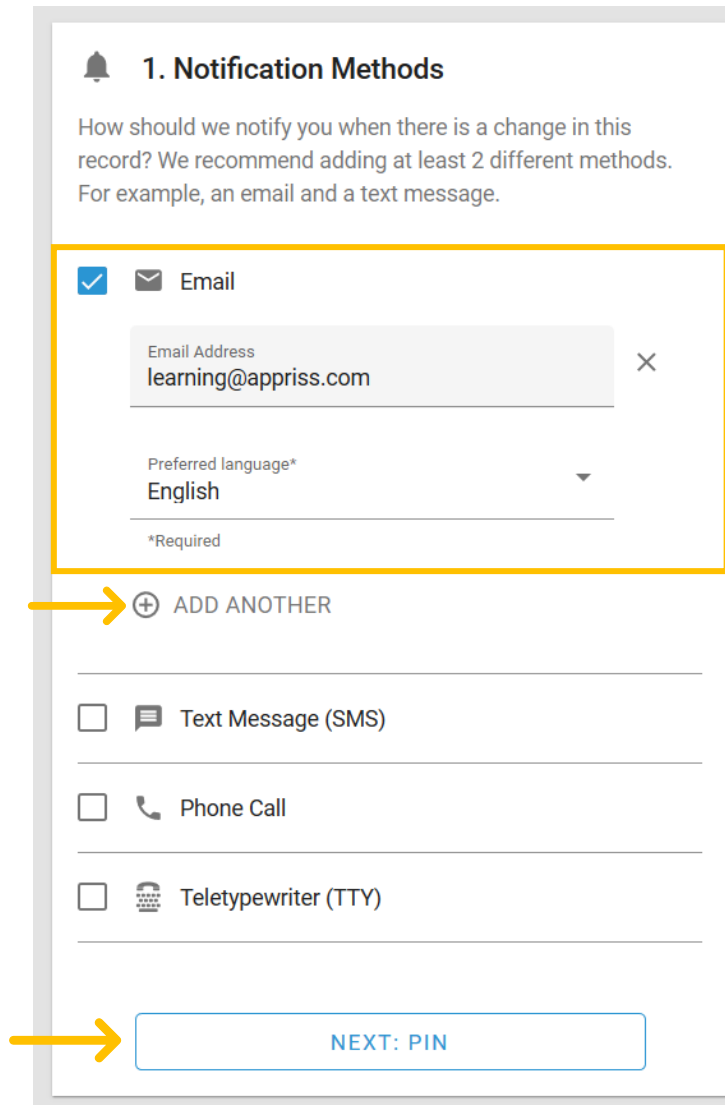
NOTE: For those who have created or signed in to a VINELink account, you will also see an option to have notifications delivered **in-app**.

For this example, we will select "Email."



5. Enter the **email address** at which you would like to receive the notification and choose the **preferred language** for the notification. If you would like to register additional email addresses (such as family members, friends, or other important contacts), click **+Add Another**. You may register as many notification methods as you wish.

Once you have entered your notification methods, select **Next: PIN**.



1. Notification Methods

How should we notify you when there is a change in this record? We recommend adding at least 2 different methods. For example, an email and a text message.

Email

Email Address
learning@appriss.com

Preferred language*
English

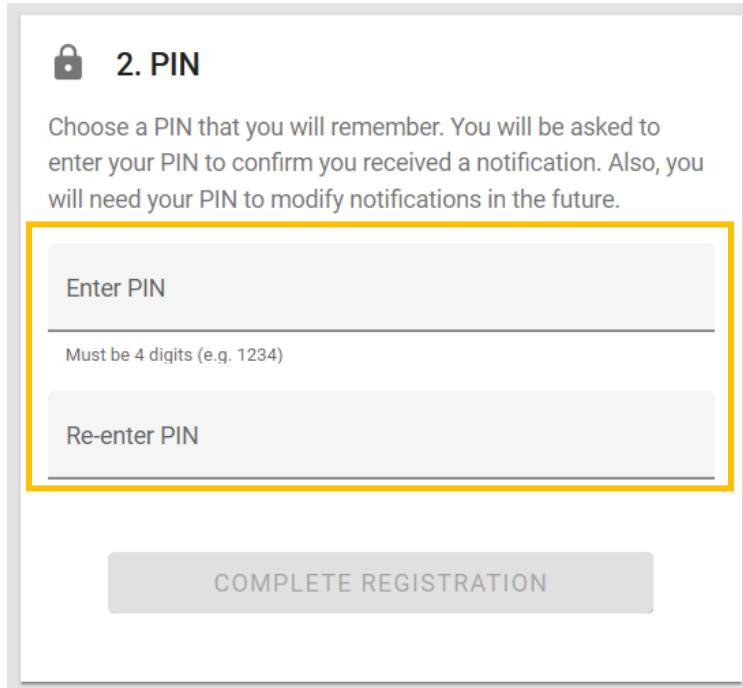
*Required

Text Message (SMS)

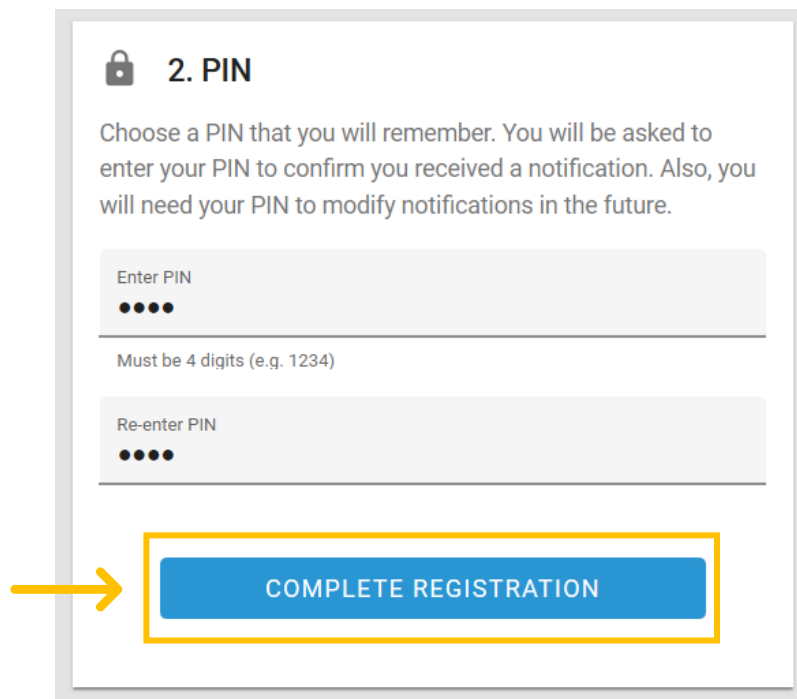
Phone Call

Teletypewriter (TTY)

6. Enter a 4-digit Personal Identification Number (PIN). Choose a PIN that you will remember. You may be asked to enter your PIN to confirm you received a notification or to modify notifications in the future.

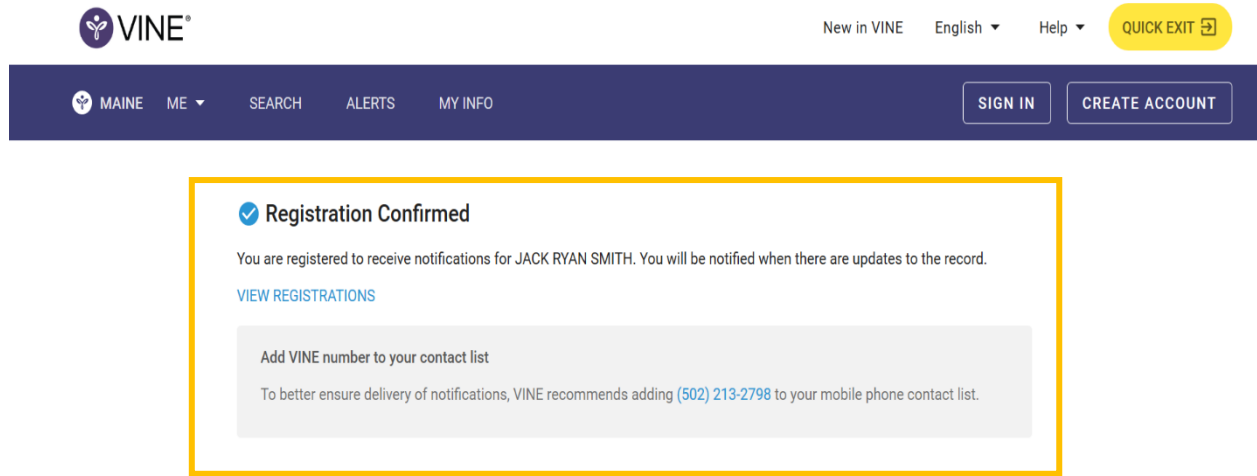


7. Once the PIN has been entered, click **Complete Registration** to complete the registration process.




8. Registration Confirmed! You are registered to receive notifications for the defendant. You will be notified when there are updates to the court case record.


Note: For phone call and SMS text registrations, we recommend adding the VINE notification number to your contacts list to better ensure delivery of notifications.



 **Complete Survey**
Help improve VINE by completing an anonymous survey.

 **State Resources**
Connect with Maine victim resources.

 **New Search**
Start a new search.

 **Account**
Manage contact information, PIN, and passwords.



Resource Center

Access VINELink anytime via the web at www.vinelink.com or by downloading our free VINELink Mobile App (available for Apple and Android).

For our full library of VINE training resources, including additional video tutorials and reference guides, please visit our Training Page at:

<https://apprissafety.com/resources/training/>

For 24-hour support on VINE-related questions and issues, please contact VINE Support:

Email:

VINESupport@appriss.com

Phone:

1-866-APPRISS (866-277-7477)
Select Option 2

Join the conversation and connect with Appriss Insights and VINE on social media!



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[VINE Resource Center](https://www.youtube.com/VINEResourceCenter)