

Mark Motions or Objections on the Short Calendar On-line

You can mark short calendar matters in your civil cases or in your e-filable family cases if you have enrolled in E-Services, filed an appearance and been approved for electronic access to your cases. You cannot mark short calendar matters in family cases that are not e-filable. **Note:** You can find a list of the types of cases that are e-filable in the revised [Procedures and Technical Standards for E-Services](#). On an existing case, you can check the docket number to know if the case is e-filable (paperless). If the number that follows the year is a 5 or a 6, the case is e-filable (paperless). For example, FBT CV 16 6051245 or HHD FA 15 5061789 are paperless.

- You must follow the procedures shown in the Notice section of the short calendar and in the [Civil](#) or [Family](#) Short Calendar Standing Orders to mark motions or objections.
- You can only mark motions or objections on the short calendar during the specific times (marking periods) shown in the [Civil](#) or [Family](#) Short Calendar Standing Orders. **Note:** Marking periods can change if there is a state holiday on a weekday. Check the standing orders if there is a state holiday.

Here is a checklist of what you must do to mark your short calendar motions or objections on-line.

To mark your short calendar motions or objections on-line on your case

1. Enroll in E-Services to set up a User ID and password
2. Log in to E-Services with your User ID and password to request electronic access to your case
3. Be approved for electronic access by the clerk of the court
4. Tell other parties how you are marking the motions or objections
5. Log in to E-Services with your User ID and password
6. Choose **Superior Court E-filing** from the E-Services home page
7. Choose **Markings Entry** under **Short Calendars** on the Superior Court E-filing page
8. Choose the **Location** and **Court Type** to search for your calendar matters
9. Choose **Search**
10. Choose the marking for each motion or objections on the calendars
11. Enter your name and telephone number
12. Choose **Enter Markings**
13. Print the **Short Calendar Marking Confirmation and Receipt** page that gives you the information on what you have marked
14. Bring the copy of the receipt with you if you go to Court on an arguable matter.

Instructions and Pictures to tell you how to mark motions or objections on-line:

1. Log in to E-Services from the Branch website at: <https://eservices.jud.ct.gov/login.aspx>.



Mark Motions or Objections on the Short Calendar On-line (continued)

2. Choose **Superior Court E-filing** from the E-Services menu

The screenshot shows the 'Superior Court E-Filing' menu on the left, with 'Markings Entry' highlighted in red. The main content area displays a table titled 'Cases with pending electronic access requests or approval for electronic access for Anna Karenina (annakarenina)'. The table has columns for Category, Docket No., Case Name, Location, and Activity. One case is listed: Civil, FBT-CV-17-6052069-S, PAINT PRODUCTS, INC. v. KARENINA, ANNA, Bridgeport JD, and NEW.

Category	Docket No.	Case Name	Location	Activity
Civil	FBT-CV-17-6052069-S	PAINT PRODUCTS, INC. v. KARENINA, ANNA	Bridgeport JD	NEW

3. Choose **Short Calendar Markings Entry** from the Civil/Family Menu page.

4. Select the **Location** and **Court Type**.

5. Select **Sort Results** to show the list of cases in alphabetical order by case name or by location, or in number order by docket number, entry number, or calendar sequence number or motion.

The screenshot shows the 'Short Calendar Markings Entry' search interface. It includes a 'Show Instructions' link, a 'Location' dropdown menu set to 'All', a 'Court Type' dropdown menu set to 'All', and a 'Sort Order' dropdown menu set to 'Case Name'. A red box highlights the 'Search' button.

6. Choose **Search**.

Note: If a case has more than one motion or objection, the case name and docket number will appear for each motion or objection.

The screenshot shows the search results table. A red box highlights the 'Markings Entry' menu item in the left sidebar. The table lists three entries for the case 'JOVI, BON v. FAKE CORPORATION, INC.' (Docket Number: FBT-CV-13-6034273-S). Each entry has its own set of marking options (No Change, Ready, Off, Take Papers) highlighted with red boxes. A red note above the table states: 'Each motion/objection is displayed separately. Cases with multiple motions/objections require multiple markings.'

Case Name	Docket Number	Location	Markings
Smith, John v. Pocahontas	HHB-CV-12-6017453-S	New Britain	No Change, Ready, Off, Take Papers
JOVI, BON v. FAKE CORPORATION, INC.	FBT-CV-13-6034273-S	Bridgeport	No Change, Off, Take Papers
JOVI, BON v. FAKE CORPORATION, INC.	FBT-CV-13-6034273-S	Bridgeport	No Change, Off, Take Papers

Mark Motions or Objections on the Short Calendar On-line (continued)

7. Select the marking code for each motion or objection you want to mark by clicking in one of the circles to the right of the motion or objection you are marking. "No change" will be selected for each motion or objection any time you come to this page, even if a motion or objection has been marked before.
 - The marking codes for civil arguable (Arg) motions or objections are Ready, Take Papers, or Off.
 - The marking codes for civil non-arguable matters (N/A), *except for property matters*, are Take Papers or Off.
 - The marking codes for civil non-arguable matters (N/A) in property cases *only* are Ready, Take Papers, or Off.
 - The marking codes for family motions or objections are Ready or Off.

If you do not know which marking to choose, you can find more information about the choices in the [Procedures and Technical Standards for E-Services](#), on the [short calendar notices](#), or in the [Short Calendar and the Markings Process Quick Card](#).

Note: Do not choose "Take Papers" to mark a civil motion or objection that appears on a calendar if a request for argument has been granted on a non-arguable motion or if the Court has granted or required argument on any other matter.

8. Check the box next to the certification.

Case Name: JOVI, BON v. FAKE CORPORATION, INC.		Location: Bridgeport	No Change <input type="radio"/>
Docket Number: FBT-CV-13-6034273-S		Case Type: CV	Off <input type="radio"/>
Court Date: May 20, 2013 9:30 AM		Entry No.: 101.00	Take Papers <input checked="" type="radio"/>
Cal.-Seq. No.: 10-001			
Motion/Objection: MOTION FOR ORDER OF COMPLIANCE – PB SEC 13-14 (FAIL APPEAR DEP) (Plaintiff)			
Marking	Marking Date / Marked By		
Take Papers	May 15, 2013 02:08:58 PM by BON JOVI (bonjovi)		
Take Papers	May 15, 2013 01:17:48 PM by BON JOVI (bonjovi)		

Case Name: JOVI, BON v. FAKE CORPORATION, INC.		Location: Bridgeport	No Change <input type="radio"/>
Docket Number: FBT-CV-13-6034273-S		Case Type: CV	Off <input type="radio"/>
Court Date: May 20, 2013 9:30 AM		Entry No.: 102.00	Take Papers <input checked="" type="radio"/>
Cal.-Seq. No.: 10-001			
Motion/Objection: OBJECTION TO REQUEST TO REVISE (Plaintiff)			
Marking	Marking Date / Marked By		
Take Papers	May 15, 2013 02:08:58 PM by BON JOVI (bonjovi)		

There are 3 motions/objections displayed above

I hereby certify that timely notice of any marking has been provided to all counsel and self represented parties of record. I understand that failure to do so may result in sanctions being imposed by the Court

bon jovi	860	555	5555	
Full Name	Area Code	Telephone	Ext.	

Enter Marking(s)

Cancel

Return to Superior Court E-Filing Menu

Go To Top Of Page

Print This Page

9. Enter your name and telephone number if you are submitting the markings.
10. You can choose one of the buttons at the bottom of the page to return to the **Superior Court E-Filing Menu**, go back to the top of this page, to print this page, or to cancel the markings completely.
11. Choose **Enter Markings** to submit the markings.

Mark Motions or Objections on the Short Calendar On-line (continued)

12. You will see the Short Calendar Markings Confirmation page

[Show Instructions](#) **Short Calendars Markings Confirmation** [New Search](#)
[Edit Instructions](#)

The following Short Calendar Markings were received on:
Wednesday, May 15, 2013 02:11:59 PM
for Bon Jovi (bonjovi)

Short Calendar Markings Received		
Case Name: JOVI, BON v. FAKE CORPORATION, INC.	Location: Bridgeport	Marked: Take Papers
Docket Number: FBT-CV-13-6034273-S	Case Type: CV	
Court Date: May 20, 2013 9:30 AM	Entry No.: 101.00	
Cal.-Seq. No.: 10-001		
Motion/Objection: MOTION FOR ORDER OF COMPLIANCE – PB SEC 13-14 (FAIL APPEAR DEP) (Plaintiff)		
Case Name: JOVI, BON v. FAKE CORPORATION, INC.	Location: Bridgeport	Marked: Take Papers
Docket Number: FBT-CV-13-6034273-S	Case Type: CV	
Court Date: May 20, 2013 9:30 AM	Entry No.: 102.00	
Cal.-Seq. No.: 10-001		
Motion/Objection: OBJECTION TO REQUEST TO REVISE (Plaintiff)		

Certified By bon jovi, (860) 555-5555

Self-represented Party **bonjovi** has submitted 2 markings.

13. Choose **Print Receipt** to print the *Short Calendar Markings Confirmation and Receipt*

14. Be sure that you have given notice of the markings to other self-represented parties and attorneys of record.

Note: To change a marking you have entered, you can log in to E-Services at any time during the marking period and change the marking. Be sure to tell other self-represented parties and attorneys about any changes you make.

If you want to look at the markings that have been made electronically in a certain case or on short calendars on a certain date in cases in which you have appeared and been approved for electronic access, you can choose **Markings History** from the **Superior Court E-Filing** menu.

Instructions on looking at short calendar markings are on the next page of these instructions.

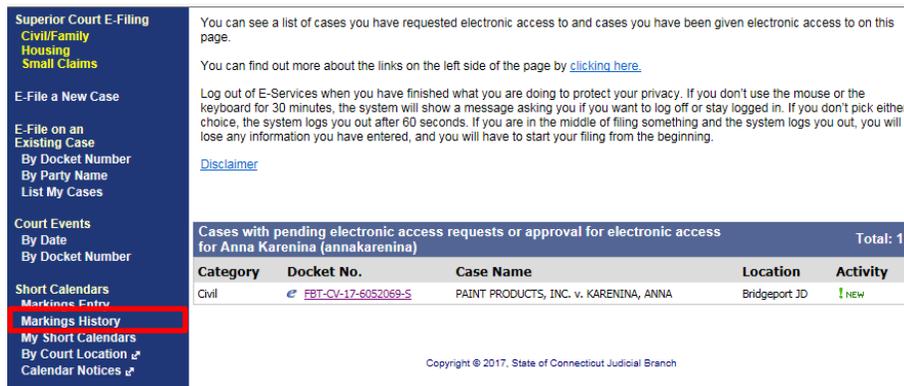
Look at Markings Made On-line

Short Calendars Markings History lets you look at case information and markings made electronically by you, attorneys or other self-represented parties in any civil or family case in which you have appeared and been approved for electronic access. If a marking on a motion or objection was made by telephone, it will not be shown as part of the Short Calendars Markings History. If no electronic markings were made by anyone in a case, the case will not be shown in the list.

1. Log in to E-Services from the Branch website at: <https://eservices.jud.ct.gov/login.aspx>.



2. Choose **Superior Court E-Filing** from the E-Services menu



3. Choose **Short Calendar Markings History** from the Superior Court E-Filing menu.

[Show Instructions](#)

Short Calendars Markings History

Enter a Court Date and/or a Docket Number

Court Date: (mm/dd/ccyy)

Location	Category	Year	Number	Suffix
--Select Location--	CV			S
Example: HHD	Example: CV	09	1234567	S

Search

Look at Markings Made On-line

4. Enter a Court Date to look at a list of all markings in all the cases you have an appearance in that are scheduled on short calendars for that date. The following example is for May 6, 2013.
5. Choose **Search**
6. You will see the markings on short calendars on that date for any cases you appear in and have electronic access to.

for Bon Jovi (bonjovi) as of 5/15/2013

Court Date: 05/06/2013

Records: 1

Case Name	Docket Number	Location	Court Date	Cal.-Seq. No.	Entry No.	Motion/Objection
TRANSPORT FUNDING, LLC v. KORKUTOVIC, FIKRET Et Al	HNB-CV-11-6013007-S	New Britain	May 06, 2013	01-001	107.01	ORDER TO SHOW CAUSE (Court)
Marking		Marking Date / Marked By				
Off		Apr 30, 2013 02:27:37 PM by BON JOVI (bonjovi)				

7. To look at a list of the markings on motions or objections in one case, you can enter the docket number in a case that you have an appearance in.

Enter a Court Date and/or a Docket Number

Court Date: (mm/dd/ccyy)

Location	Category	Year	Number	Suffix
FBT-Bridgeport	CV	13	6034273	S
Example: HHD	Example: CV	09	1234567	S

8. Choose **Search**

You will see all the short calendar matters for all motions and objections in your case.

Case Name	Docket Number	Location	Court Date	Cal.-Seq. No.	Entry No.	Motion/Objection
JOVI, BON v. FAKE CORPORATION, INC.	FBT-CV-13-6034273-S	Bridgeport	May 20, 2013	10-001	101.00	MOTION FOR ORDER OF COMPLIANCE – PB SEC 13-14 (FAIL APPEAR DEP) (Plaintiff)
Marking		Marking Date / Marked By				
Take Papers		May 15, 2013 02:12:00 PM by BON JOVI (bonjovi)				
Take Papers		May 15, 2013 02:10:15 PM by BON JOVI (bonjovi)				
Take Papers		May 15, 2013 02:08:58 PM by BON JOVI (bonjovi)				
Take Papers		May 15, 2013 01:17:48 PM by BON JOVI (bonjovi)				
JOVI, BON v. FAKE CORPORATION, INC.	FBT-CV-13-6034273-S	Bridgeport	May 20, 2013	10-001	102.00	OBJECTION TO REQUEST TO REVISE (Plaintiff)
Marking		Marking Date / Marked By				
Take Papers		May 15, 2013 02:12:00 PM by BON JOVI (bonjovi)				
Take Papers		May 15, 2013 02:10:15 PM by BON JOVI (bonjovi)				
Take Papers		May 15, 2013 02:08:58 PM by BON JOVI (bonjovi)				

Note: You can enter a date and a docket number to look at markings in one case on a certain date.

Need help? If you have any questions markings on-line, call the E-Services Support Line at (866) 765-4452 or e-mail EServices@jud.ct.gov. If you have questions about your court file, please call the clerk of the court where your case is located. You can find the telephone number for the court at the following link:

<http://www.jud.ct.gov/directory/directory/location/Default.htm>.