



# ***Cloud Canonical Software – Nullity Case Management for Western and Eastern Catholic Tribunals***

## **What is the Cloud Canonical Nullity Case Management Software System?**

Cloud Canonical Software is unlike any other Tribunal Software available on the market. It has been on the market and has been continually developed Since 2003. It is the only Software in the world that processes Western, Eastern, Orthodox and Ukrainian (among others) Catholic Nullity Cases according to Canon Law, including the new Brief Process for Nullity adopted by Rome in 2015 - the Mitis Iudex. It affords a Tribunal with complete case tracking coverage that ensures compliance with all Canon Law and processes. Cloud Canonical is comprehensive. It enables Tribunals to manage every aspect of the most common case types.

### ***Cloud Canonical processes these main case types:***

1. Formal Annulment (including Mitis Iudex 2015 Briefer/Abbreviated Process)
2. Formal Appellate
3. Marriage Dispensation/Permission
4. Absence of Canonical Form
5. Pauline Privilege
6. Petrine Privilege
7. Frater-Soror
8. Sanatio
9. Presumed Death

### ***Each case type is crafted to follow the specific sequence of steps as dictated by Canon law.***

- Follows Canon Law and process of nullity cases according to instruction of Dignitas Connubii and Mitis Iudex.
- Case documents and testimony can be scanned and readily available to all court members assigned to the case allowing for review as case progresses
- Canon Law viewer available to judges, defender, and advocates at all times
- Canon Law viewer displays title and preview and display of Canon Law text
- Keyword search Canon Law

### **Cloud Canonical Features and Functionality:**

Case Entry, Case Processes, Personnel Management, Evidence Entry and Management, Document Processing, Archiving, Reporting and more are all among its features and functions. With its remote access features, Tribunals can now fully utilize judges, advocates, notaries and



support staff, even if they are geographically dispersed. Cloud Canonical Software also has a Parish Portal that allows Parishes to initiate cases right online at the Parish level. Cloud Canonical software is customizable to meet the unique requirements of any Tribunal regardless of the Church (such as letterhead modifications, Bishop directed changes, changes directed from Rome or other Prelate). It can also handle appellate cases with data exchanges with 2<sup>nd</sup> Instance Tribunals that are using Cloud Canonical Software and even with 2<sup>nd</sup> Instance Tribunals that are not.

**Case Documents:**

- Over 750 professional document templates included
- Document templates are completely customizable by the Tribunal
- Data fields of the parties and court are used throughout the documents in letters, declarations, and decrees
- Documents are produced accurately and consistently every time
- Spanish Language Document Template set now included

**Documents/Letters Produced in Spanish or any Language:**

- Cloud Canonical Software comes with a complete Spanish Language document template set and the ability to produce documents and letters to Petitioner and Respondents in Spanish
- These are completely editable/customizable
- Any other language such as Vietnamese or Polish could be added – please enquire about this if interested

**Consistent Case Processing:**

- Required party information is entered into system, appropriate court documents are produced, printed, signed by the petitioner, for petition submission to the Tribunal
- Screen prompts court members to move case from one event to next event (screen to screen/event to event)
- Access to even/screen is based on role in case
- Court member enters data on even/screen as required in order to follow Canon Law procedures
- Court documents are produced based on the data entered on even/screen i.e. Citation to Respondent event may produce Decree of Non-Cooperation by Respondent Rule of Preclusion or Decree of Non-Cooperation by Respondent Circumventing Process
- Grounds and law descriptions from the Canons have both legal and lay verbiage when pulled into documents - providing easy to understand language for communication to parties
- Allows for case termination by renunciation, abatement, death of a party, transfer to another Tribunal, reject by presiding judge, among other circumstances.

**Visual Cues, Queues and Indicators:**

- Automatically see the number of active cases in each case type
- User queues immediately display all cases assigned to the individual



- Quickly view status of each case and in which event it resides within the case process
- Canon Law allowed days are color coded for easy reference

### **Superior Case Management:**

An easy to use case management interface allows for mouse click navigation to all pertinent case data for both the Petitioner and Respondent:

General History	Grounds
Competency	Libellus Information
Marriage and Divorce History	Witnesses
Assigned Court Personnel	Case Evidence
Document Generation	Document Tracking and History

### **Secure Remote Access from anywhere/Parish Portal**

- Tribunal case processing can be made available to all members of the court by remote cloud access wherever they are in the world
- Parishes may log into the system from their Parish to initiate a case and upload documents and evidence

### **Addition Features, Functionalities and Benefits:**

- Multiple court/staff members may simultaneously access Cloud Canonical Software
- Multiple court/staff members may simultaneously access a case
- There is no limit on the total number of users
- Current or archived cases are easily retrieved by case number or party name
- Viewing of case information dependent on security access and Tribunal role set by the Administrator of the system
- Drop down menus for common data fields can easily added or changed to fit the needs of the Tribunal
- Easy, quick new user set up
- Easy to learn and use
- Secure

### **Reporting:**

- Tribunal activity reporting is based upon the calendar year, lists count of case types, disposition, grounds, and court personnel
- Activity reporting simultaneously gathers statistics for Annual Report on the State and Activity of the Tribunal to Apostolic Signatura in Rome and for Canon Law Society of America Report
- An extra ad-hoc reporting tool allows you to create exportable data sets based on case specific information
- Personnel management reports help distribute incoming case load, prioritize and manage current cases
- Personnel View lists total number of cases assigned to Tribunal personnel
- Click view to see individuals and all their cases complete with status and events



- Case Role View lists Tribunal personnel within roles to better help with load and scheduling

### **Complete Customization to Fit Your Tribunal's Needs:**

Does your Tribunal do things a little differently? Does it need case views or processes that would help with the case process but are not already included in Cloud Canonical Software? Every aspect of the Tribunal case process and sub-processes can be customized to fit your Tribunal's requirements. For example: based on your needs, Cloud Canonical can include or exclude stages of a case; allow or disallow availability of documents; or change, revamp, and completely disassemble the way in which cases unfold. Only Cloud Canonical allows your Tribunal to customize every aspect of the nullity case process.

### **Legacy Data:**

We can import most legacy case data into Cloud Canonical – from CaseMaster to TMS or MS Access – and even from other apps and programs. We do need to review your Tribunal's data to confirm feasibility of import but know that we have always been able to import legacy data into Cloud Canonical software.

### **How does Cloud Canonical Software Work Technically:**

Cloud Canonical Software is a Web App that will work with any modern Web Browser such as Chrome, Firefox, Safari, Internet Explorer and Edge (others may work). There is no need to install or maintain any software at all for Cloud Canonical Software on local computers or workstations. Cloud Canonical will work well on any modern Windows, Mac or Linux computers. It will also work on iOS devices and Android devices. The only thing modern devices must have, in addition to a modern web browser and reliable Internet or LAN Network connection, is a modern PDF Reader. The Tribunal will also need to have access to MS Word from time to time to update and maintain the Tribunal Document, Letter and Envelope Templates that work with Cloud Canonical Software. Access to a local printer and scanner is needed as well.

Cloud Canonical is in a constant state of being updated in collaboration with the Diocese of Phoenix and the Archdiocese of New York City, among others. Features, functionality and case types have been added in the last few years reflecting the new Brief Process for Nullity adopted by Rome in 2015 - the Mitis Iudex.

As a web app, Cloud Canonical runs out of IIS using ASP. Tribunal Data is stored in MS SQL Express (version 2016 is recommended). Cloud Canonical is hosted on a Windows Server. While Windows Server 2012 through 2019 are supported, we recommend Server 2016 or 2019. We also recommend that the Cloud Canonical host Server be a virtual server -- but Physical Servers are also supported. Cloud Canonical can also be hosted on a Cloud Server.



Cloud Canonical is secure – it operates over the encrypted Secure Socket Layer (SSL) from end to end. Secure and complex passwords are also used. Regular SQL Archival and Document Archival backups should be made regularly - as well as regular IIS Code backups.

Cloud Canonical is a Cloud-based Web App - there is absolutely no need for a Tribunal or Diocese to acquire, configure or maintain its own server to host Cloud Canonical Software. Nor is any sophisticated, complex or expensive IT support needed. Finally, with Cloud Canonical, we take care of all the backups of your Tribunal data, which is stored in the open Microsoft SQL format. Archival SQL backups are made daily, which your Tribunal can also download and store on your premises from time to time.

**The specific desktop/workstation or mobile device requirements for Cloud Canonical are as follows:**

- Modern computer or device in good working order
- Modern Browser kept updated to current
- Modern PDF Reader App kept updated to current
- Reliable Internet access or reliable LAN network access
- Any operating system (such as Windows, MacOS, Sun, Unix, Linux, iOS, Android) that can support a modern web browser and modern PDF Reader will work with Cloud Canonical Software
- Access to a local printer
- Access to a local scanner
- Access to an instance of MS Word (2007 and above) for editing Canonical Software Document Templates

Please let us know if you have any further questions on how Cloud Canonical Software works.