

Federal Judicial Tracker Demo User Guide

Version 1.0.2 Preview 1

This guide explains how to start the demonstration edition, find courts and judges, review courthouse and clerk information, follow educational appeal routes, consult official sources, and create reports using the bundled demonstration data.

Prepared for controlled product demonstrations and evaluation

Quick Start

The demo runs independently from the full edition. It uses its own database, settings, reports folder, and bundled public demonstration data. You can explore it without changing the installed full-edition database.

- 1. Extract the ZIP** Right-click the Demo Preview ZIP, select Extract All, and choose a convenient folder.
- 2. Start the demo** Open the extracted folder and double-click FederalJudicialTrackerDemo.exe.
- 3. Approve Windows security if needed** Because Preview 1 is unsigned, select More info and Run anyway only when the file came from the verified release package.
- 4. Confirm demo mode** The application identifies itself as the demo edition and loads the bundled demonstration database.
- 5. Choose a navigation area** Use the buttons on the right side of the main window to open a research or reporting module.

Recommended First Demonstration

Area	What it answers	Typical action
Court lookup	Which federal district serves a county	Choose a state and county in Find by County
Judge lookup	A judge's status, duty station, and court	Search by surname in Find by Judge
Court offices	Addresses and clerk contact information	Open Courthouses and Clerks
Appeal route	The educational route from district court to appellate court	Select a starting district court
Sources	Where displayed court information can be verified	Open Official Sources

Important Use Notice

The demo provides educational and informational results. It does not give legal advice, determine venue, guarantee case assignment, decide whether an order is appealable, calculate filing deadlines, or predict which judge or panel will hear a matter. Verify current details with the linked official court source before relying on them.

Main Navigation

The main window organizes the demo into research, monitoring, reporting, and reference areas. Select a navigation button to open a module. Close the module to return to the main window.

Area	What it answers	Typical action
Federal Judges	Search and review federal judge records	Filter by name, court, status, state, or circuit
Judicial Vacancies	Review documented vacancies and vacancy duration	Filter, sort, inspect, and report
Judicial Nominations	Review nomination and confirmation information	Search nominations and timelines
Court Jurisdiction and Locations	Research courts, counties, judges, offices, and appeals	Use the six reference tabs
Reports and Analytics	Generate summaries and analytical exports	Choose a report and export it

Some full-edition administrative functions are intentionally unavailable in the demo. Import and update controls, system setup, scheduled updates, and automatic email tests are hidden or blocked.

Working with Result Grids

- Click a row to display its full record in the detail area.
- Use the filter controls before searching to narrow the result set.
- Select Clear to remove the current search criteria and start again.
- Treat geographic coverage and duty-station fields as documented reference information, not a prediction of case assignment.

Find a Court by County

Use Find by County to identify the federal district, circuit, division, clerk of court, courthouse locations, and judges associated with the selected county coverage.

- 1. Open Court Jurisdiction and Locations** Select Find by County if it is not already active.
- 2. Choose a state** Select the state or jurisdiction from the first list.
- 3. Choose a county** Select a county from the list populated for that state.
- 4. Choose a court type** Use District Court for the standard federal district lookup.
- 5. Search** Review the jurisdiction summary, courthouse grid, and judges serving the court.

Federal Court Jurisdiction & Locations

Federal Court Jurisdiction & Locations

Find courts, judges, courthouses, clerks, and appeal routes

Close

Find by County

Find by Judge

Courthouses_Clerks

Appeal Route Guide

Official Sources

Attorney Admission Lookup

Search Location

State / Jurisdiction: Washington

County: Spokane County

City or ZIP:

Court Type: District Court

Clear

Search

Jurisdiction Summary

District: U.S. District Court for the Eastern District of Washington

Division: Eastern District-wide

Circuit: Ninth Circuit

Clerk of Court: Sean F. McAvoy

Courthouse Locations

Division	Courthouse	City	Street Address	Office Status	Telephone
Eastern Distri...	Thomas S. Foley U.S. Courthouse	Spokane	920 West Riverside Avenue, Room 840	Staffed clerk offi...	509-458-3400

Judges Serving the Court

JudgeId	Judge Name	Status	Court	Duty Station	Assignment Note
2760	Edward F. Shea	Senior	U.S. District Court for the Eastern District of Washington	Spokane	District-wide service and duty station verified against official court sources.
3014	Lonny R. Suko	Senior	U.S. District Court for the Eastern District of Washington	Spokane	District-wide service and duty station verified against official court sources.
11226656	Mary Katherine Dimke	Active	U.S. District Court for the Eastern District of Washington	Spokane	District-wide service and duty station verified against official court sources.
13761894	Rebecca Louise Pennell	Active	U.S. District Court for the Eastern District of Washington	Spokane	District-wide service and duty station verified against official court sources.
2558	Robert H. Whaley	Senior	U.S. District Court for the Eastern District of Washington	Spokane	District-wide service and duty station verified against official court sources.

Geographic results identify courts and documented court coverage. They do not establish legal venue, guarantee case assignment, or predict which judge will hear a matter.

County jurisdiction results loaded.

Records: 10 Verified: 09/02/2026

Find by County showing the district, circuit, courthouse, and judges for Spokane County

How to Read the Result

The jurisdiction summary identifies the district and division associated with the county. The courthouse grid lists documented locations for that result. The judges grid lists judges serving the court and their reported duty stations.

Find a Federal Judge

Use Find by Judge when you know part of a judge's name or want to narrow records by court, status, state, district, or circuit.

- 1. Enter a name** A surname is usually the fastest starting point. Judge ID is optional.
- 2. Add filters** Choose the court type, status, state, district, or circuit when several people may match.
- 3. Search** Select the matching record in the result grid.
- 4. Review the profile** Confirm the name, court, status, duty station, geographic coverage, and associated courthouses.
- 5. Open an official reference** When available, use Court Website, Official Biography, or Open Profile to verify current information.

The screenshot shows the 'Federal Court Jurisdiction & Locations' application window. The 'Find by Judge' tab is active. Search criteria include Judge ID: 1310, Name: Kormmann, Court: District Court, Status: Senior, State / Jurisdiction: South Dakota, District: U.S. District Court for the District of South Dakota, and Circuit: 8th Circuit. The 'Matching Judges' table shows one result: Judge ID 1310, Charles B. Kormmann, U.S. District Court for the District of South Dakota, South Dakota, Senior, Sioux Falls. The 'Selected Judge' section displays the same information. The 'Geographic Coverage' section shows the court's jurisdiction. The 'Associated Courthouses' table lists five locations: United States Courthouse (Central Division, Pierre), United States Courthouse (Northern Division, Aberdeen), United States Courthouse (Southern Division, Sioux Falls), and Andrew W. Bogue Federal Building and U.S. Courthouse (Western Division, Rapid City). A disclaimer at the bottom states: 'Judge assignments and duty stations may change. Results describe documented court service and geographic coverage; they do not predict which judge will hear a particular case.'

Judge ID	Judge Name	Court	State / Jurisdiction	Status	Duty Station
1310	Charles B. Kormmann	U.S. District Court for the District of South Dakota	South Dakota	Senior	Sioux Falls

Courthouse	Division	City	Street Address	Telephone
United States Courthouse	Central Division	Pierre	225 South Pierre Street	605-945-4600
United States Courthouse	Northern Division	Aberdeen	102 Fourth Avenue SE, Room 408	605-945-4600
United States Courthouse	Southern Division	Sioux Falls	400 South Phillips Avenue	605-330-6600
Andrew W. Bogue Federal Building and U.S. Courthouse	Western Division	Rapid City	515 Ninth Street	605-399-6000

Find by Judge showing a selected judge and associated courthouse locations

Interpreting Duty Station

Duty station identifies the documented working location associated with the judge record. It does not establish case assignment or guarantee that the judge will hear a particular matter.

Find Courthouses and Clerks

Use Courthouses and Clerks to browse court facilities and view the selected office's address, clerk information, telephone number, and verification note.

- 1. Select a state and district** Use All Divisions and All Locations for a complete district directory.
- 2. Search** The courthouse directory lists one row for each documented office.
- 3. Select a courthouse** The detail panel displays the address, clerk, telephone, and office note.
- 4. Use the address or official site** Copy Address supports trip or filing preparation. Official Court Website opens the court's own site.

The screenshot shows the 'Federal Court Jurisdiction & Locations' application. It features a search bar with dropdowns for State/Jurisdiction (South Dakota), District (U.S. District Court for the District of South Dakota), Division (All Divisions), and Location (Courthouse city or ZIP). Below the search bar is a 'Courthouse Directory' table with columns: Courthouse, District, Division, City, State / Jurisdiction, and Clerk Office. The table lists four entries, with the first one highlighted. To the right of the table is a 'Selected Courthouse' panel showing details for the 'United States Courthouse' in Pierre, South Dakota, including the address (225 South Pierre Street), city (Pierre), state/zip (South Dakota 57501), clerk information (Matthew W. Thelen, 605-945-4600), and office hours/notes. At the bottom of the panel are buttons for 'Copy Address' and 'Official Court Website'. A yellow banner at the bottom of the application area states: 'Courthouse locations, clerk contacts, and office hours may change. Verify current filing instructions and public access information with the official court before traveling or submitting documents.'

Courthouse	District	Division	City	State / Jurisdiction	Clerk Office
United States Courthouse	U.S. District Co...	Central Divi...	Pierre	South Dakota	Staffed clerk ...
United States Courthouse	U.S. District Co...	Northern Di...	Aberdeen	South Dakota	Staffed clerk ...
United States Courthouse	U.S. District Co...	Southern Di...	Sioux Falls	South Dakota	Staffed clerk ...
Andrew W. Bogue Federal Building and U.S. Courtho...	U.S. District Co...	Western Div...	Rapid City	South Dakota	Staffed clerk ...

4 courthouse record(s) loaded. Records: 4 Verified: 09/02/2026

Courthouses and Clerks showing a district-wide directory and selected courthouse details

Before Visiting or Filing

Court locations, clerk contacts, public access rules, and office hours can change. Confirm current filing instructions and public access information with the official court before traveling or submitting documents.

Review an Educational Appeal Route

Appeal Route Guide shows the general federal route associated with a selected district court. It is a reference tool, not an appealability or deadline calculator.

- 1. Choose a state or jurisdiction** The Starting Court list updates to show verified district courts.
- 2. Select the starting court** Choose the district court that begins the educational route.
- 3. Select Show Route** Read each step in order from district court through the appellate court.
- 4. Review discretionary steps** The Supreme Court step is shown as discretionary when applicable.
- 5. Open the official guidance** Use the source links to confirm rules and current procedures.

Federal Court Jurisdiction & Locations

Federal Court Jurisdiction & Locations

Find courts, judges, courthouses, clerks, and appeal routes

Find by County

Find by Judge

Courthouses_Clerks

Appeal Route Guide

Official Sources

Attorney Admission Lookup

Starting Point

State / Jurisdiction:South Dakota

Starting Court:U.S. District Court for the District of South Dakota

Clear

Show Route

Select a verified U.S. district court. Do not enter party names, case facts, or other confidential information.

Route Summary

Educational federal route from U.S. District Court for the District of South Dakota to U.S. Court of Appeals for the Eighth Circuit, with possible discretionary review by the Supreme Court of the United States. This does not determine whether a particular order is appealable or calculate a filing deadline.

Appeal Route Steps

Step	Level	Court	What This Step Means	Discretionary	Official Source
1	Federal trial court	U.S. District Court for the District of South Dakota	The matter begins in the selected U.S. district court. Appealability, preservation, and deadlines depend on the case and order.	☐	District authority
2	Federal appellate court	U.S. Court of Appeals for the Eighth Circuit	The regional court of appeals generally reviews appealable decisions from the district court; it does not retry the case.	☐	Appeals guidance
3	Court of last resort	Supreme Court of the United States	A party may seek Supreme Court review after appellate proceedings. Review is generally discretionary and governed by the Court's rules.	☒	Supreme Court rules

Selected Court Locations

Highlight a route step to view the selected court and its verified locations.

Copy Address

Official Court Website

Courthouse / Office	Division	City	Address	Telephone

Educational routing only. This guide does not provide legal advice, determine appellate eligibility, or predict which judge or panel will hear a matter.

[Open official appeals guidance](#)[Open Supreme Court rules](#)

Federal appeal route loaded from the verified district-to-circuit mapping.

Records: 3 Verified: 09/02/2026

Appeal Route Guide showing a general route from a district court to its appellate court and the Supreme Court

Limits of the Route Guide

The displayed route does not decide whether a particular order can be appealed, preserve an issue, extend a deadline, or identify the panel that may hear a case. Consult the governing rules and qualified legal counsel for a specific matter.

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Verify Information with Official Sources

Official Sources collects the court websites, administrative references, geographic files, judicial directories, and statutes used to support the displayed reference data.

- 1. Select a state and court** Leave Category set to All Official Sources for the broadest result.
- 2. Search** Review the category, title, verification date, and current status.
- 3. Select a source** The detail area explains the source's coverage and intended use.
- 4. Copy or open the URL** Use Copy URL for documentation or Open Source to visit the official page.

Federal Court Jurisdiction & Locations

Federal Court Jurisdiction & Locations

Find courts, judges, courthouses, clerks, and appeal routes

Find by County

Find by Judge

Courthouses_Clerks

Appeal Route Guide

Official Sources

Attorney Admission Lookup

Search Official Sources

State / Jurisdiction:South Dakota

Court:U.S. District Court for the District of South Dakota

Clear

Search

Category:All Official Sources

Search:

Official Source Directory

Category	Title	Verified	Status
Court administrati...	Official Federal Clerk's Office	09/02/2026	Current
Geography	U.S. Census Bureau 2025 County Adjacency File	09/16/2025	Current
Judge Duty Station...	U.S. District Court for the District of South Dakota Judicial Directory	09/02/2026	Current
Statute	28 U.S.C. § 122 — South Dakota	09/02/2026	Current
Statute	28 U.S.C. § 41 — Number and Composition of Circuits	09/02/2026	Current

Selected Official Source

Category: Court administration

Status: Current

Title: Official Federal Clerk's Office

URL: https://www.sdd.uscourts.gov/

Verified: 09/02/2026

Source Coverage and Use

Official Clerk of Court or district clerk office information.

Copy URL

Open Source

Verification dates document when each official source was last confirmed. Court websites, statutes, rules, and published orders control if displayed information differs. Recheck the official source before relying on addresses, contacts, assignments, procedures, or appeal guidance.

5 matching official source record(s) loaded.

Records: 5 Verified: 09/02/2026

Official Sources showing verified references associated with a selected district court

Attorney Admission Lookup

Use Attorney Admission Lookup to reach a court's official attorney-admission and local-rule resources. Admission status, eligibility, fees, sponsorship, pro hac vice procedures, and electronic filing requirements remain controlled by the court. Always follow the court's current instructions.

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Judges Vacancies and Nominations

The three judiciary modules support filtered review of judge records, documented vacancies, and nomination activity. The bundled data is suitable for demonstrations, training, and evaluation of search and reporting workflows.

Federal Judges

- Search by name, court, state, circuit, status, or other available filters.
- Select a record to review biographical and court-related fields.
- Use official links to verify current service information.

Judicial Vacancies

- Filter the vacancy list to focus on a court, circuit, state, or vacancy status.
- Review dates, duration measures, reasons, and related fields available in the selected record.
- Use reports for comparative or trend-oriented review.

Judicial Nominations

- Search nomination records and review documented nomination or confirmation dates.
- Use timeline and status fields to understand the displayed process history.
- Verify recent changes against the listed official source before presenting them as current.

Dates and Verification

A verification date indicates when a source was last confirmed for the bundled dataset. It does not guarantee that no later change occurred. State the verification date when using demo results in a presentation.

Reports and Analytics

Reports and Analytics turns the bundled demonstration records into summaries, tables, trends, and export files. Available report choices can include judiciary summaries, vacancy duration, court and circuit comparisons, appointment trends, retirement estimates, forecasts, confirmation timelines, committee activity, and alerts.

- 1. Open Reports and Analytics** Choose the report that answers the demonstration question.
- 2. Set filters** Select the time period, court, circuit, state, status, or other filters offered by that report.
- 3. Generate the report** Review the result before exporting.
- 4. Export if needed** Save the supported spreadsheet or PDF output to the demo reports folder.
- 5. Label exported material** Keep the demo identification and verification date visible when sharing an export.

Demo Report Folder

The demo stores reports separately under Documents in Federal Judicial Tracker Demo Reports v1.0.2. This prevents demo exports from being mixed with full-edition reports.

Responsible Interpretation

- Treat forecasts and retirement estimates as analytical scenarios, not statements of future action.
- State the displayed period and filters when discussing a chart or total.
- Verify current court and judge information with the official source before external use.

Demo Data and Safeguards

Preview 1 is compiled as a separate demo edition. Its safeguards keep evaluation activity separate from the full product installation.

Safeguard	Demo behavior	Purpose
Application data	Stored beneath FederalJudicialTracker Demo v1.0.2	Keeps demo settings and data separate
Database	Seeds from FederalJudicialTrackerDemo.db	Does not create or use the full-edition database
Reports	Stored in the Demo Reports folder	Keeps generated files separate
Administration	Import, update, and system setup are unavailable	Prevents full-data maintenance from the demo interface
Automation	Scheduled updates and automatic email tests are blocked	Avoids unattended external activity

What You Can Safely Demonstrate

- Searching and filtering bundled court and judiciary records.
- Opening detail views and associated courthouse lists.
- Reviewing jurisdiction, appeal-route, official-source, and admission references.
- Generating reports and exports from bundled demonstration data.

What the Demo Does Not Replace

The demo does not replace official court websites, PACER, CM/ECF, legal research services, court notices, filing rules, or advice from qualified counsel.

Troubleshooting

Problem	Likely cause	What to do
Windows blocks the app	The preview is unsigned	Confirm the ZIP hash, then use More info and Run anyway
The app does not start	Files may still be inside the ZIP or extraction may be incomplete	Extract the complete ZIP and start the EXE from the extracted folder
A module shows no results	Filters may be too narrow	Select Clear, apply fewer filters, and search again
Information looks outdated	The bundled database reflects its displayed verification date	Open Official Sources and confirm the current court record
An export is missing	It may have been written to the separate demo reports folder	Open Documents and locate Federal Judicial Tracker Demo Reports v1.0.2
The full edition is unaffected	This is expected	The demo uses separate application data, database, and report paths

When Reporting a Problem

Record the following details before closing the application:

- The page or module you were using.
- The search fields and filters you selected.
- The exact message shown on screen.
- A screenshot that includes the full error dialog.
- Whether the same action succeeds after restarting the demo.

Suggested Ten Minute Demonstration

This sequence introduces the product without requiring data preparation or administrative access.

- 1. Explain the demo boundary** Point out that the demo uses bundled data and does not touch the full-edition database.
- 2. Find a court by county** Select a state and county, then review the district, circuit, courthouse, and judges.
- 3. Find a judge** Search a surname, select one record, and review the duty station and associated courthouses.
- 4. Open a courthouse** Show the address, clerk contact, telephone number, and official court link.
- 5. Show the appeal route** Choose the district court and explain the appellate and discretionary steps.
- 6. Verify the sources** Open Official Sources and point out category, verification date, and URL.
- 7. Generate one report** Choose a relevant report, apply a filter, and export a sample file.
- 8. Close with the limitations** Explain that current information and legal procedure must be verified with official sources.

End of Demonstration

Close any open module, then select Exit from the main window. Demo-generated reports and settings remain in their separate demo folders for the next evaluation session.