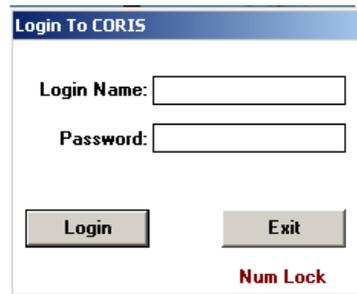
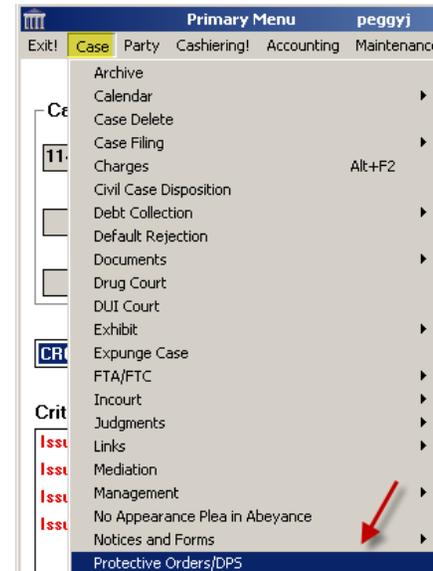


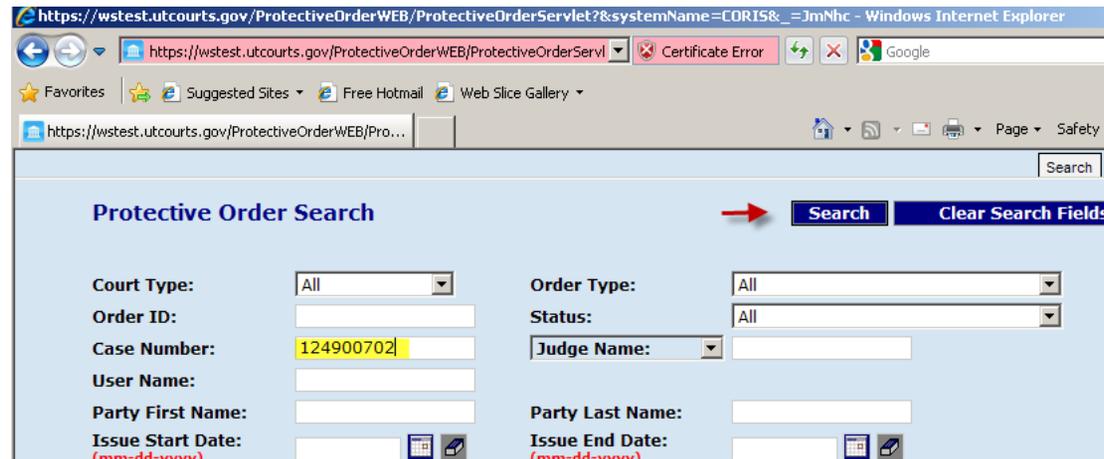
1. Log in to CORIS.
2. From the Primary menu, select Case>Protective Order/DPS.



A login form titled "Login To CORIS". It contains two input fields: "Login Name:" and "Password:". Below the fields are two buttons: "Login" and "Exit". At the bottom center, there is a red text label "Num Lock".

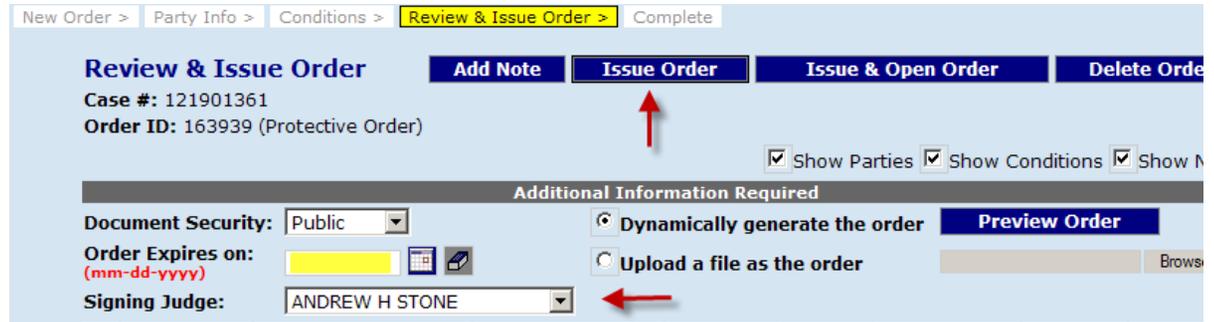


3. The Protective Order Search screen opens. Enter the case number and select Search.



A screenshot of a web browser showing the "Protective Order Search" screen. The browser address bar shows "https://wstest.utcourts.gov/ProtectiveOrderWEB/ProtectiveOrderServlet?&systemName=CORIS&_JmNhc". The search form includes fields for: Court Type (All), Order ID, Case Number (124900702), User Name, Party First Name, Issue Start Date (mm-dd-yyyy), Order Type (All), Status (All), Judge Name, and Party Last Name. There are "Search" and "Clear Search Fields" buttons. A red arrow points to the "Search" button.

6. Enter the **Expiration Date** if desired.
7. Verify the **Signing Judge** is correct.
8. Make sure the radio button is set to **Dynamically generate the order button**.
9. Select **Issue Order** to complete the process.



When the order is issued, the **Signing Judge**'s electronic signature is affixed and the order information is sent to Department of Public Safety for entry on the statewide protective order system.

10. When the order is issued the **Complete** screen opens. Select **Return to Home** to open the Protective Order Search Screen and another case can be entered and the process repeated.

