

# Tabellion Times

Autumn Moon Softworks

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## Happy Thanksgiving!

We hope everyone is having a good holiday season! Tabellion is a case management solution developed by Will McPeake and Kevin Malone, aka. Autumn Moon Softworks. Tabellion is specifically targeted to help attorneys track timekeeping and documentation for appointed cases in the State of Tennessee. In this sixth issue of Tabellion Times, a newsletter dedicated to Tabellion, we discuss ...



### Feature Highlight: Doc Manager

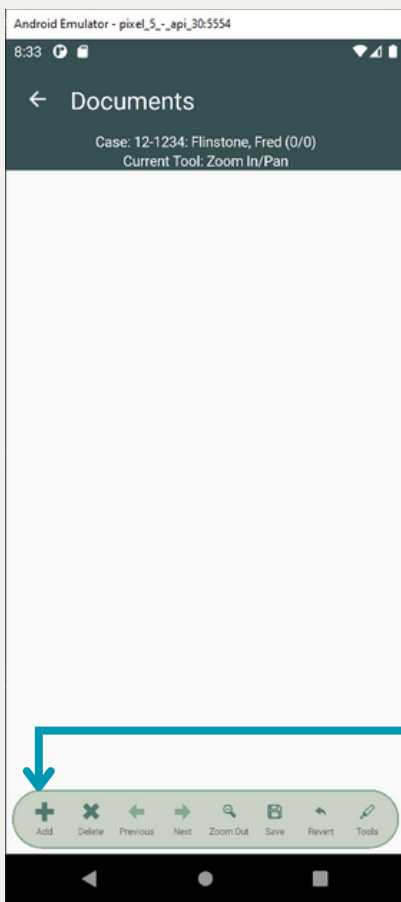
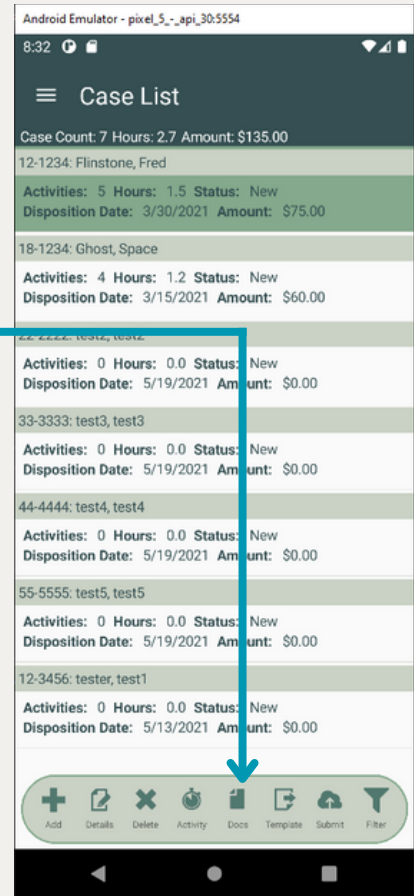
Capture documents easily with your device camera and store them securely with the related case. Perform common editing functions such as cropping and redacting. Never lose an affidavit of indigence again and always have it readily available when you submit your case to ACAP.

Case management  
for indigent clients



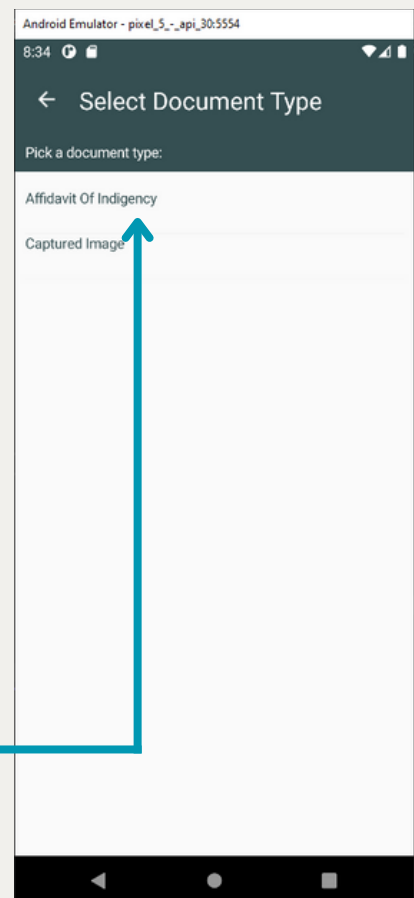
# Feature Highlight: Doc Manager

Use Doc Manager to organize all your case related documents such as affidavit of indigency, court file jackets, officer affidavits, photos, judgement sheets, hand written notes, witness statements, as well as court orders. Begin capturing documents for a case by selecting the case and clicking the Docs button.



This takes you to the Document Manager for the selected case. At the top, you will see a summary of the case you are reviewing, the current document number, the total number of documents, and the currently selected tool. Click the Add button to add a new document.

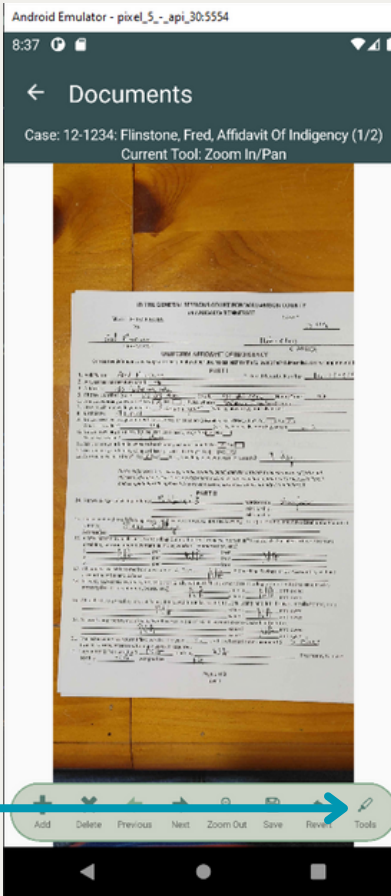
Next, select the type of document you will be adding. Affidavit of Indigency is a special document type that indicates it will be uploaded to ACAP upon case submission. Capture image can be used for other documents. Click Affidavit of Indigency to continue this example.



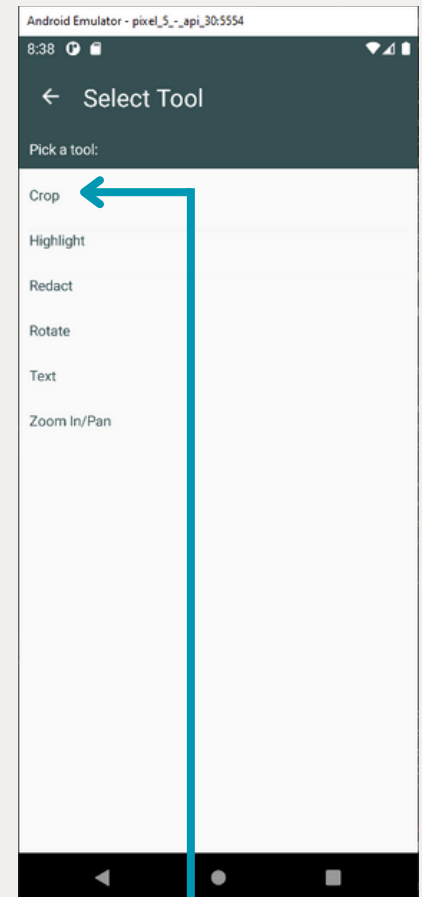
# Feature Highlight: Doc Manager



This will display your device's camera screen. Use your device to capture an image of the document you wish to store.



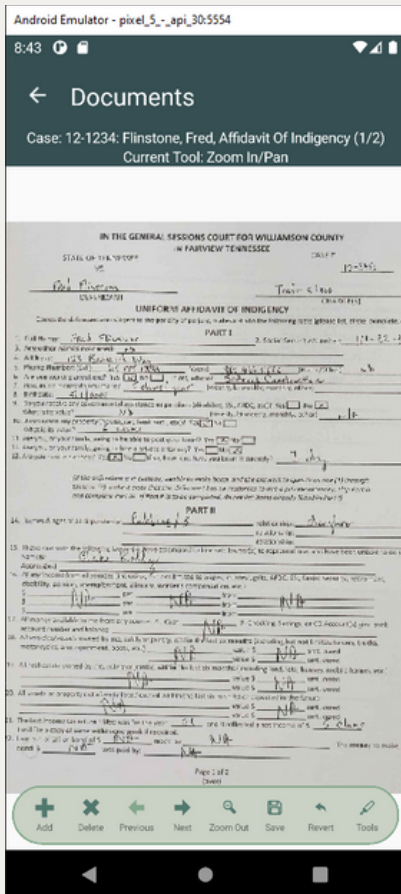
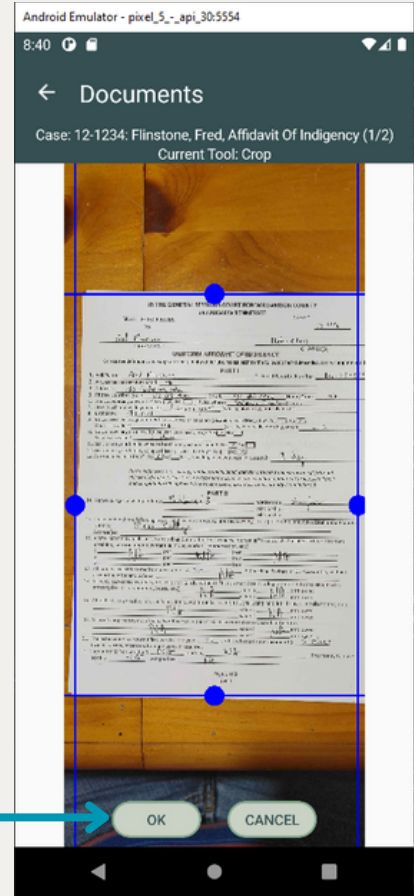
After capturing an initial version of the affidavit, we need to crop it. Click the Tools button.



This displays the available editing tools. For this example, we want to click Crop to remove the unneeded border areas from the image.

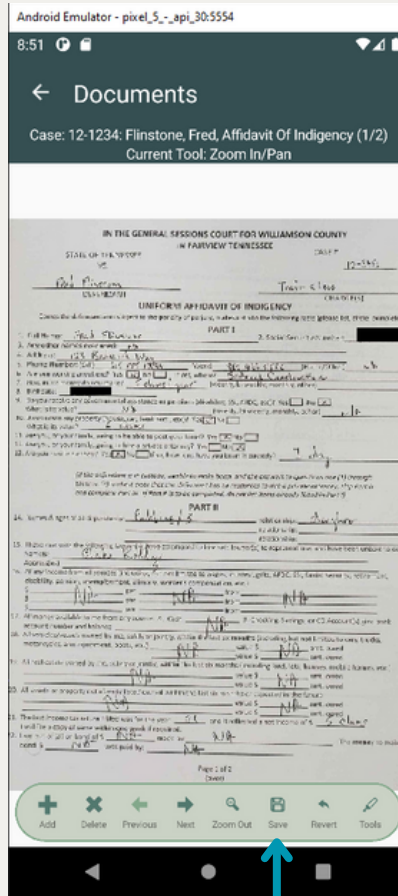
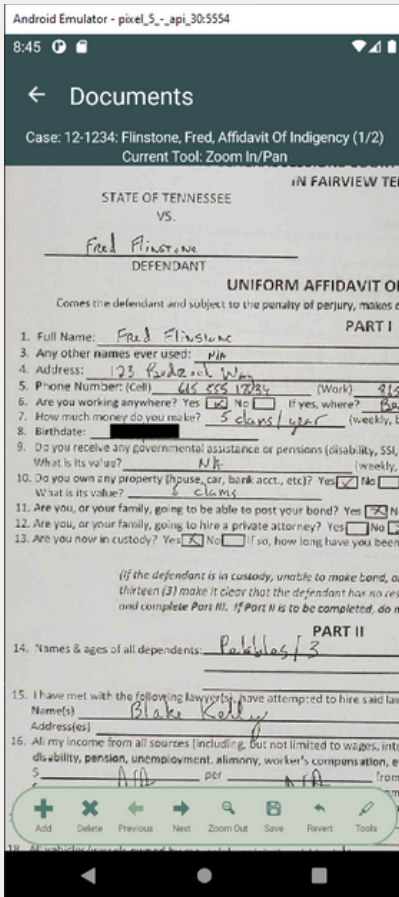
# Feature Highlight: Doc Manager

From here, drag the blue crop lines to adjust the desired border for the image and click Ok.



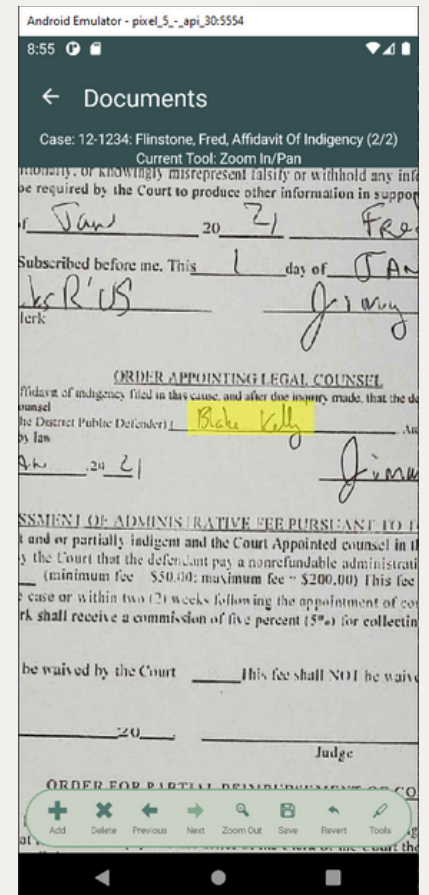
This results in the image borders being cleaned up. Next, we want to redact undesired personal identifiers.

# Feature Highlight: Doc Manager



Zoom in on the birthdate using the standard finger pinch gesture. On the tools menu, select Redact, then drag over the area that contains the information to redact.

Continue redacting personal information such as the social security number. Click the Save button to save the redactions.



You can use the other tools to perform additional editing functions. Here, we have used the Highlighter tool to highlight the appointed counsel per AOC guidance. We have finished preparing the affidavit for submission.

# Thank You!

To all of our current users a big thank you! We couldn't do this without your support. To all of our potential customers, we appreciate you taking the time to read this and consider using our product. We look forward to interacting with you in the future!

Previous issues of Tabellion Times can be viewed or downloaded on our website at:  
<https://autumnmoonsoftworks.com/tabnewsletter>



Please pass this newsletter around to others who may be interested in using Tabellion. You can download the application from our website at [AutumnMoonSoftworks.com/Tabellion](https://AutumnMoonSoftworks.com/Tabellion) or also on the Apple Store. Tabellion works on both Apple iPhones and Android devices.

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