

ITAL

MAKING PROCESSES SIMPLE

Parking Charge Notices (PCN):
A simpler way

www.ital-uk.com

The parking prosecutions notice creation screen is one of the first steps in issuing a PCN.

The information can be added manually by the operator or automatically completed via an API link from your database or mobile application.

Each case can be viewed by a unique reference number or via the advanced search function.

Create a new Parking notice * indicates mandatory items

Offender details

Title *

First name *

Surname *

Date of Birth

Gender *

[Add a description](#)

Postcode *

House name

Street number

Street *

Locality

Town *

County

Email address

Landline

Mobile phone

Notes

Notice details

Statement by *

[Add witness](#)

First letter sent

Second letter sent

Notice subtype

Archive box

Vehicle details

Location

Registration

Make

Model

Colour

Date of issue *

Time: Hour (hh) * Minute (mm) *

Offence details

Offence(s)

Offence *

Charge *

[Add offence](#)

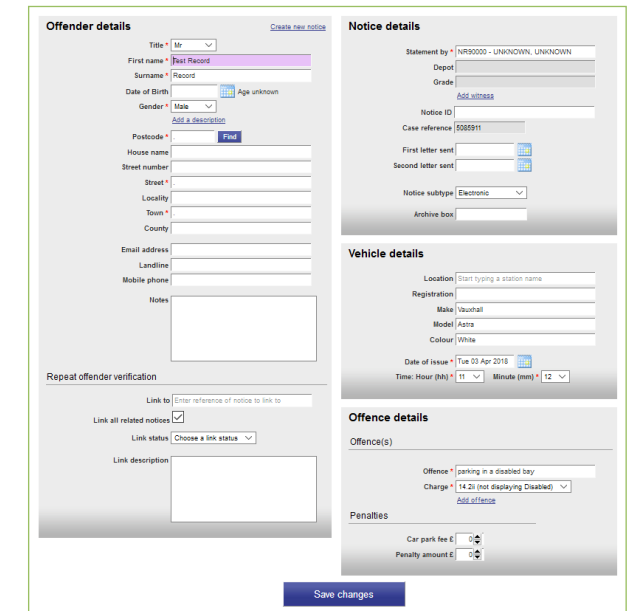
Penalties

Car park fee £

Penalty amount £

Action Status * Court Send

The system allows for data to be amended and updated at any stage of creation.



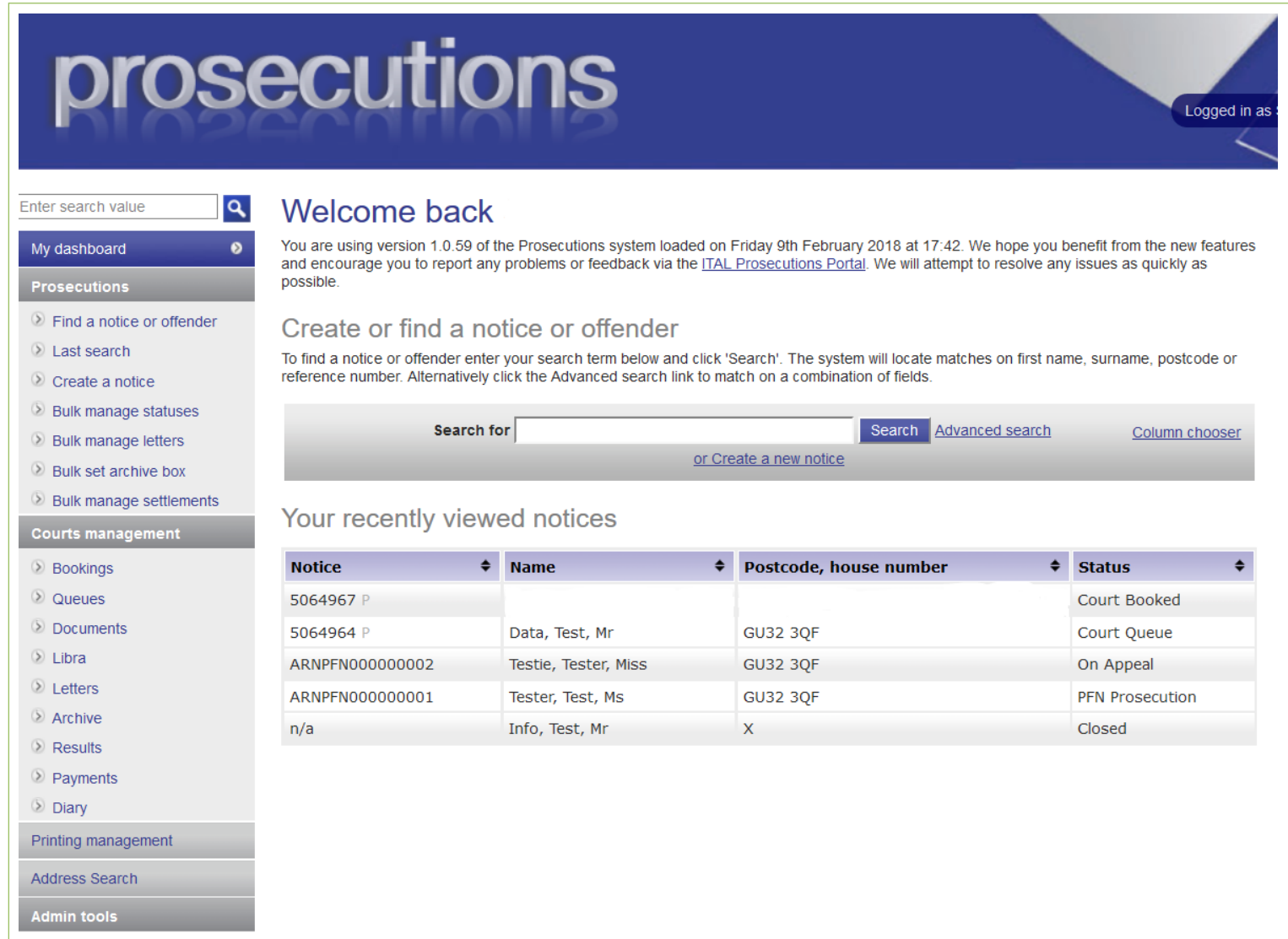
This screenshot shows the completed form with the following data:

- Offender details:** Title: Mr, First name: Paul, Surname: Record, Date of Birth: [calendar icon], Gender: Male, Postcode: [Find], House name: [empty], Street number: [empty], Street: [empty], Locality: [empty], Town: [empty], County: [empty], Email address: [empty], Landline: [empty], Mobile phone: [empty], Notes: [empty]
- Notice details:** Statement by: NRS0000 - UNKNOWN, UNKNOWN, Depot: [empty], Grade: [empty], Notice ID: [empty], Case reference: 005911, First letter sent: [calendar icon], Second letter sent: [calendar icon], Notice subtype: Electronic, Archive box: [empty]
- Vehicle details:** Location: [empty], Registration: [empty], Make: [empty], Model: Astra, Colour: White, Date of issue: Tue 03 Apr 2018, Time: Hour (hh): 11, Minute (mm): 12
- Offence details:** Offence(s): [empty], Offence: [empty], Charge: 14.21 (not displaying Disabled), Add offence: [empty]
- Penalties:** Car park fee £: [empty], Penalty amount £: [empty]

At the bottom, there is a "Save changes" button.

The prosecutions dashboard is a central portal, giving the operator access and visibility:

- ◆ Easy to navigate front-end, allowing for ease of use
- ◆ Traffic light, status driven outstanding task list
- ◆ Search for any record within the system, based on any data using the advanced search function
- ◆ Access to admin tools and support portal



The screenshot shows the ITAL Prosecutions Dashboard interface. At the top, there is a header with the word "prosecutions" in a large, white, sans-serif font on a dark blue background. To the right of the header, it says "Logged in as". Below the header is a search bar with the placeholder text "Enter search value" and a magnifying glass icon. To the left of the search bar is a navigation menu with several sections: "My dashboard", "Prosecutions", "Courts management", "Printing management", "Address Search", and "Admin tools". The "Prosecutions" section is expanded, showing a list of actions: "Find a notice or offender", "Last search", "Create a notice", "Bulk manage statuses", "Bulk manage letters", "Bulk set archive box", and "Bulk manage settlements". The "Courts management" section is also expanded, showing a list of actions: "Bookings", "Queues", "Documents", "Libra", "Letters", "Archive", "Results", "Payments", and "Diary". The main content area is titled "Welcome back" and contains a welcome message. Below the welcome message is a section titled "Create or find a notice or offender" with a search bar and a "Search" button. To the right of the search bar are links for "Advanced search" and "Column chooser". Below the search bar is a link for "or Create a new notice". The main content area also features a section titled "Your recently viewed notices" with a table of notices.

prosecutions Logged in as

Enter search value

My dashboard

Prosecutions

- Find a notice or offender
- Last search
- Create a notice
- Bulk manage statuses
- Bulk manage letters
- Bulk set archive box
- Bulk manage settlements

Courts management

- Bookings
- Queues
- Documents
- Libra
- Letters
- Archive
- Results
- Payments
- Diary

Printing management

Address Search

Admin tools

Welcome back

You are using version 1.0.59 of the Prosecutions system loaded on Friday 9th February 2018 at 17:42. We hope you benefit from the new features and encourage you to report any problems or feedback via the [ITAL Prosecutions Portal](#). We will attempt to resolve any issues as quickly as possible.

Create or find a notice or offender

To find a notice or offender enter your search term below and click 'Search'. The system will locate matches on first name, surname, postcode or reference number. Alternatively click the Advanced search link to match on a combination of fields.

Search for [Advanced search](#) [Column chooser](#)
[or Create a new notice](#)

Your recently viewed notices

Notice	Name	Postcode, house number	Status
5064967 P			Court Booked
5064964 P	Data, Test, Mr	GU32 3QF	Court Queue
ARNPFN000000002	Testie, Tester, Miss	GU32 3QF	On Appeal
ARNPFN000000001	Tester, Test, Ms	GU32 3QF	PFN Prosecution
n/a	Info, Test, Mr	X	Closed

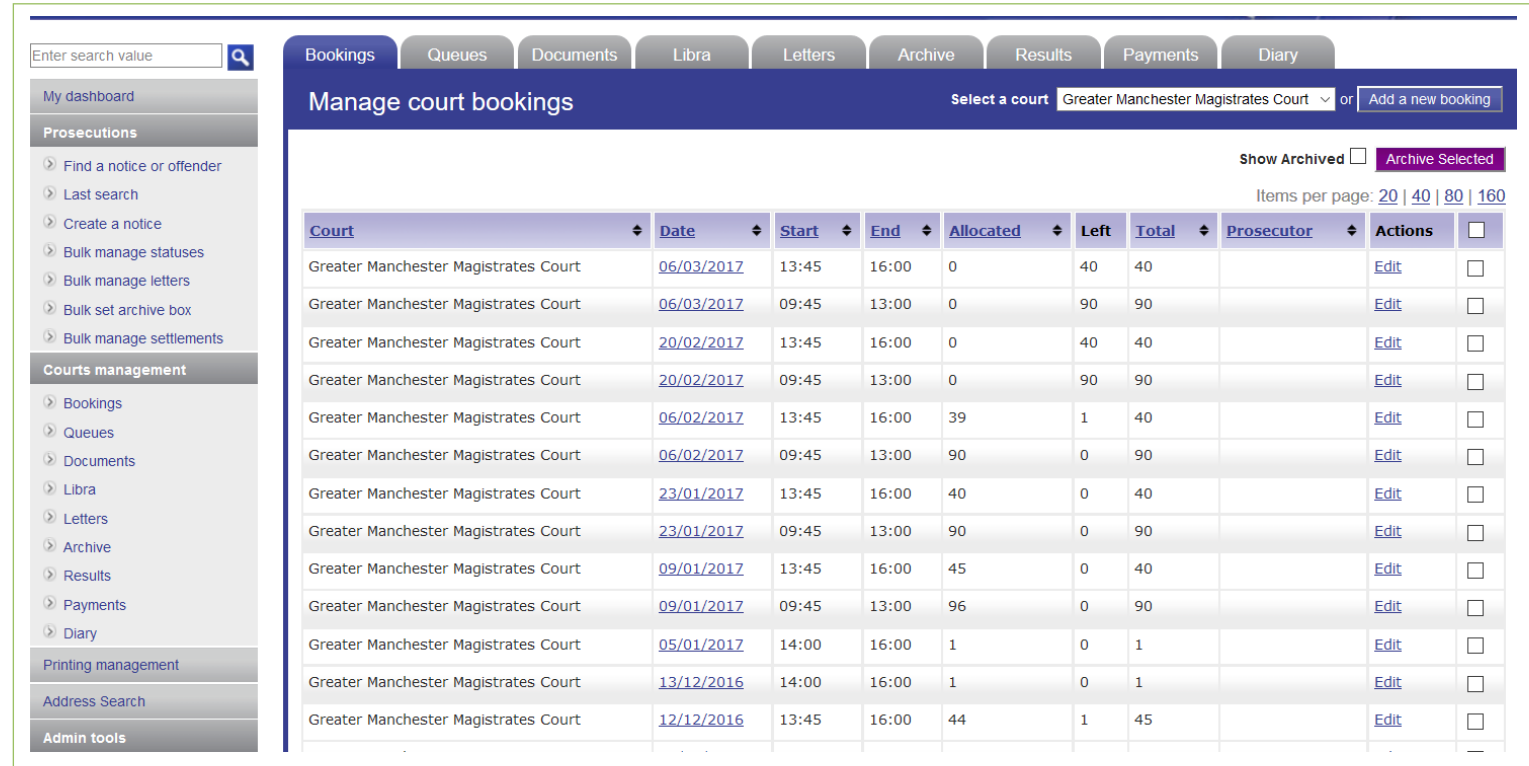
Connecting directly to court databases, the management screen lists each open case.

Users can sort listing by court name, date, start and end time etc.

The tabs, top of screen, allow the user to navigate each step of the prosecution process, right to payments.

Users can also:

- ◆ Manage courts and bookings efficiently
- ◆ Bulk manage statuses
- ◆ View all booking availability
- ◆ View all cases and auto assign court documentation

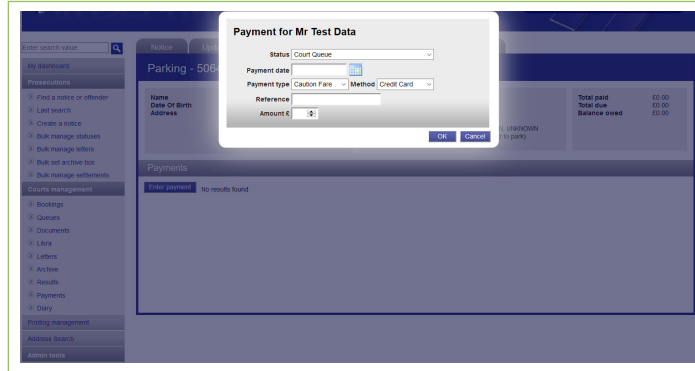


The screenshot shows the 'Manage court bookings' interface. At the top, there are tabs for 'Bookings', 'Queues', 'Documents', 'Libra', 'Letters', 'Archive', 'Results', 'Payments', and 'Diary'. Below the tabs, there is a search bar and a dropdown menu for 'Select a court' set to 'Greater Manchester Magistrates Court'. A button 'Add a new booking' is also present. The main area displays a table of bookings with the following columns: Court, Date, Start, End, Allocated, Left, Total, Prosecutor, and Actions. The table contains 14 rows of data for 'Greater Manchester Magistrates Court'.

Court	Date	Start	End	Allocated	Left	Total	Prosecutor	Actions
Greater Manchester Magistrates Court	06/03/2017	13:45	16:00	0	40	40		Edit
Greater Manchester Magistrates Court	06/03/2017	09:45	13:00	0	90	90		Edit
Greater Manchester Magistrates Court	20/02/2017	13:45	16:00	0	40	40		Edit
Greater Manchester Magistrates Court	20/02/2017	09:45	13:00	0	90	90		Edit
Greater Manchester Magistrates Court	06/02/2017	13:45	16:00	39	1	40		Edit
Greater Manchester Magistrates Court	06/02/2017	09:45	13:00	90	0	90		Edit
Greater Manchester Magistrates Court	23/01/2017	13:45	16:00	40	0	40		Edit
Greater Manchester Magistrates Court	23/01/2017	09:45	13:00	90	0	90		Edit
Greater Manchester Magistrates Court	09/01/2017	13:45	16:00	45	0	40		Edit
Greater Manchester Magistrates Court	09/01/2017	09:45	13:00	96	0	90		Edit
Greater Manchester Magistrates Court	05/01/2017	14:00	16:00	1	0	1		Edit
Greater Manchester Magistrates Court	13/12/2016	14:00	16:00	1	0	1		Edit
Greater Manchester Magistrates Court	12/12/2016	13:45	16:00	44	1	45		Edit

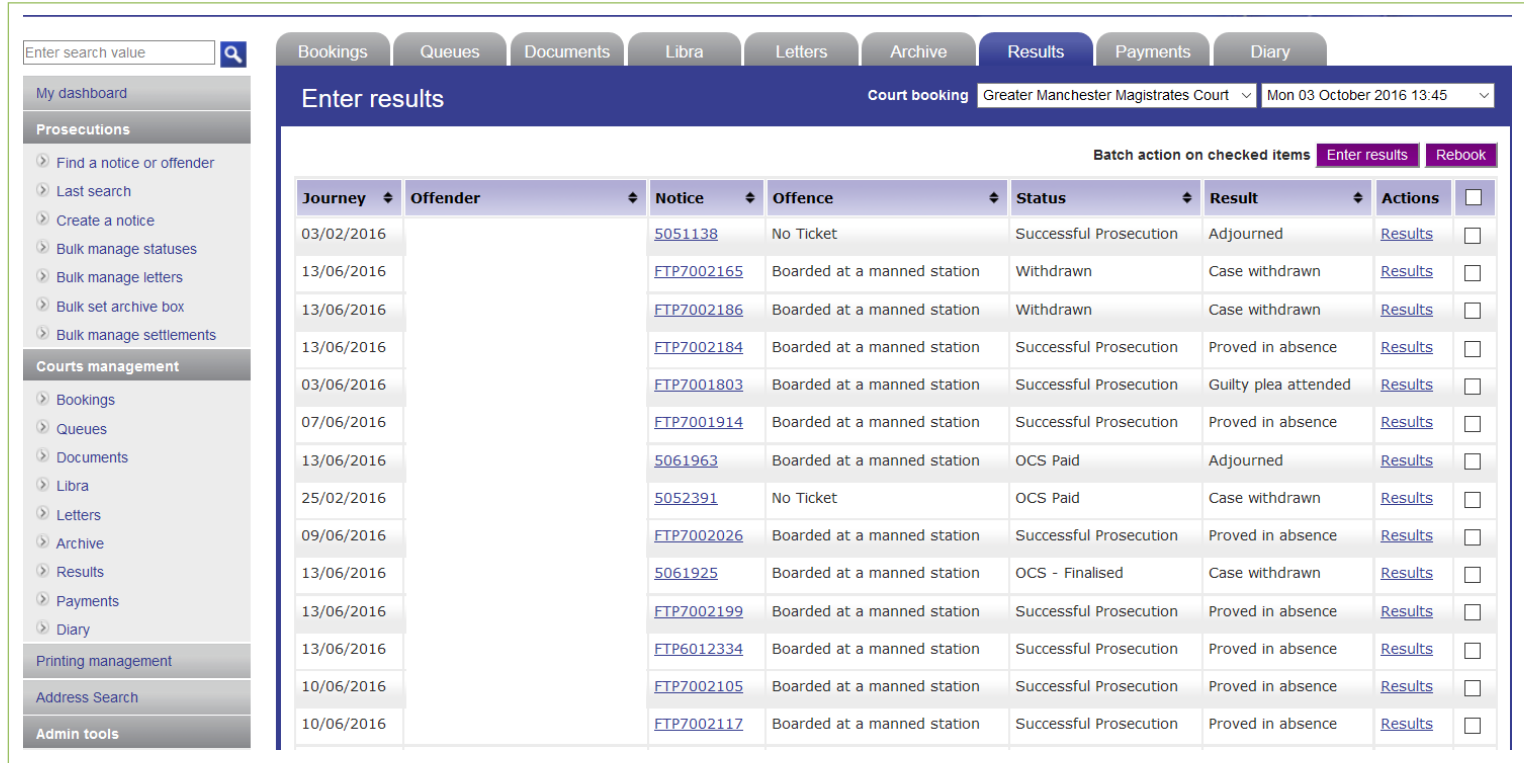
ITAL's, PCI-DSS compliant, prosecution payment process gives the operator the functionality to:

- ◆ Add a payment manually to a case
- ◆ Create and amend payment plans
- ◆ Take payments via our web or Automated Payment line services, configurable to case status and ability to automatically update the record



Court resulting screen details the offence, status of prosecution and the end result. From here the operator can:

- ◆ Archive bookings
- ◆ View all court results and amend as required
- ◆ Bulk assign cases by simple court resulting



Journey	Offender	Notice	Offence	Status	Result	Actions
03/02/2016		5051138	No Ticket	Successful Prosecution	Adjourned	Results
13/06/2016		FTP7002165	Boarded at a manned station	Withdrawn	Case withdrawn	Results
13/06/2016		FTP7002186	Boarded at a manned station	Withdrawn	Case withdrawn	Results
13/06/2016		FTP7002184	Boarded at a manned station	Successful Prosecution	Proved in absence	Results
03/06/2016		FTP7001803	Boarded at a manned station	Successful Prosecution	Guilty plea attended	Results
07/06/2016		FTP7001914	Boarded at a manned station	Successful Prosecution	Proved in absence	Results
13/06/2016		5061963	Boarded at a manned station	OCS Paid	Adjourned	Results
25/02/2016		5052391	No Ticket	OCS Paid	Case withdrawn	Results
09/06/2016		FTP7002026	Boarded at a manned station	Successful Prosecution	Proved in absence	Results
13/06/2016		5061925	Boarded at a manned station	OCS - Finalised	Case withdrawn	Results
13/06/2016		FTP7002199	Boarded at a manned station	Successful Prosecution	Proved in absence	Results
13/06/2016		FTP6012334	Boarded at a manned station	Successful Prosecution	Proved in absence	Results
10/06/2016		FTP7002105	Boarded at a manned station	Successful Prosecution	Proved in absence	Results
10/06/2016		FTP7002117	Boarded at a manned station	Successful Prosecution	Proved in absence	Results



For more information on the functionality or to discuss ways ITAL's PCN Management for Railway Carparks can help, contact the enforcement solutions team on **0800 011 4000** or visit **www.ital-uk.com**