User Manual

Nyay Shruti

National Crime Records Bureau

Table of Contents

1. Introduction 2
1.1 Admin Module 4
1.2 User creation by Admin 11
1.2.1 Master User 11
1.2.2 Judge 12
1.2.3. Advocate 13
1.2.4. Party In person 14
1.2.5. Prosecutor 15
1.2.6. Add Prison 16
1.2.7. Add Forensic 17
1.2.8. Add Police Station 17
1.2.9. Deleted Users 18
1.2.10. Flash Message 18
2. Functional Details 20
2.1. Login of users 20
2.1.1 Login Process for Court Master 20
2.1.2 Dashboard Overview 20
2.1.3 Scheduling Hearing 21
2.1.4 Case List Management 27
2.1.5. Login for Remaining users 33
2.1.6 Ready to Join 33

1. Introduction

Nyay Shruti is a digital platform developed to modernise India's Criminal Justice System in alignment with the New Criminal Laws. It facilitates virtual hearings and remote participation of accused persons, witnesses, Police Officials, Prosecutors, Advocates, Judicial Officers and other stakeholders through secure video-conferencing technology. By enabling structured virtual proceedings, Nyay Shruti enhances efficiency, transparency, accessibility and procedural integrity within judicial processes.

This User Manual serves as a comprehensive guide to understanding and operating the Nyay Shruti application. It explains system features, user roles and workflows thereby enabling legal professionals and court participants to engage securely and effectively in virtual proceedings.

Scope and Applicability

Nyay Shruti is currently implemented as a State-specific portal, tailored to meet the procedural and administrative requirements of the respective State judiciary. While designed with scalability in mind, its deployment and configuration may vary across jurisdictions. The case details are fetched through API based integration with the Case Information System (CIS) of that particular State.

User Categories

Nyay Shruti provides structured access based on clearly defined user roles to maintain procedural discipline and security. The primary user categories are:

1. Admin

Responsible for system configuration, administrative controls, and technical management.

2. Court Master

Manages scheduling, hearing coordination, and participant management for specific court proceedings.

3. Participants

Participants access the platform based on role-specific permissions. These include:

- Judge

- Prosecutor
- Police Officer
- Forensic Officer
- Prison Officer
- Advocate
- Party-in-Person

Role-based access ensures that each stakeholder can perform only those actions authorised for their function within judicial proceedings.

Integration with Video Conferencing Platforms

Nyay Shruti can be integrated with any VC platform. Courts may use their designated video conferencing service (e.g. Google Meet, Zoom, etc.) through integration with Nyay Shruti. By default, the NyayShruti platform has BharatVC as the VC backbone.

Recording of Depositions

Nyay Shruti supports the recording of witness depositions, subject to judicial permission.

Key features include:

- Audio and/or video recording capability
- Secure storage of recordings within an access-controlled digital environment
- Restricted access to authorised judicial personnel

All recordings are maintained in accordance with judicial directions and applicable procedural safeguards.

Translation, Authentication and Signing of Witness Deposition Statements

At present, Nyay Shruti does not provide automated real-time certified translation as a core feature. Translation arrangements, where required, may be handled in accordance with State-specific procedures or court directions.

Currently, the platform does not provide a built-in mechanism for digital signing of witness deposition statements by participants. However, deposition authentication may be ensured through judicial processes such as:

- Digital signature or e-signature of the Presiding Officer or the Court
- Oral affirmation of the witness during video proceedings
- Post-hearing physical or digital attestation, where required

The digital signature of the Court serves as the final legal authentication of the deposition record.

1.1 Admin Module

The Admin user in the Nyay Shruti application is the central authority responsible for managing all Users and Pillars within the system.

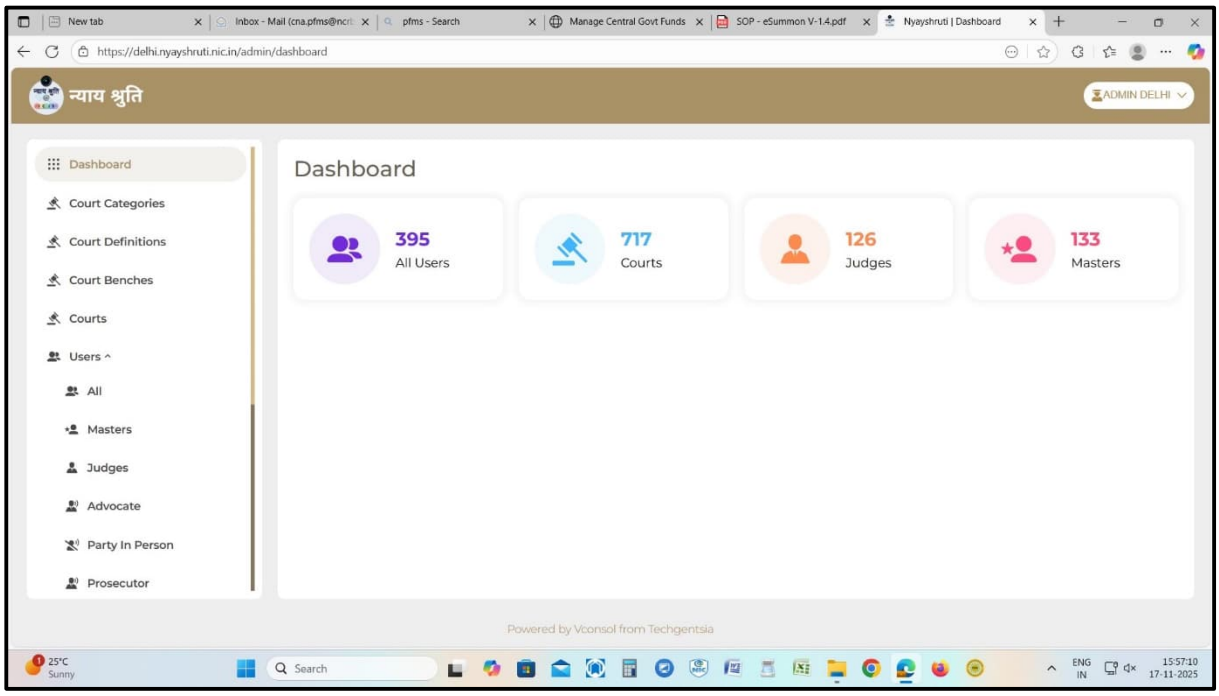


Figure 1: Dashboard

Dashboard: The Dashboard serves as the Admin's central overview panel. It provides a quick snapshot of key system indicators such as total users created

across each justice pillar, pending activation or verification requests, flash message alerts, and recent system activities. By presenting essential information in a consolidated format, the Dashboard enables the Admin to view overall metrics.

Add Court:

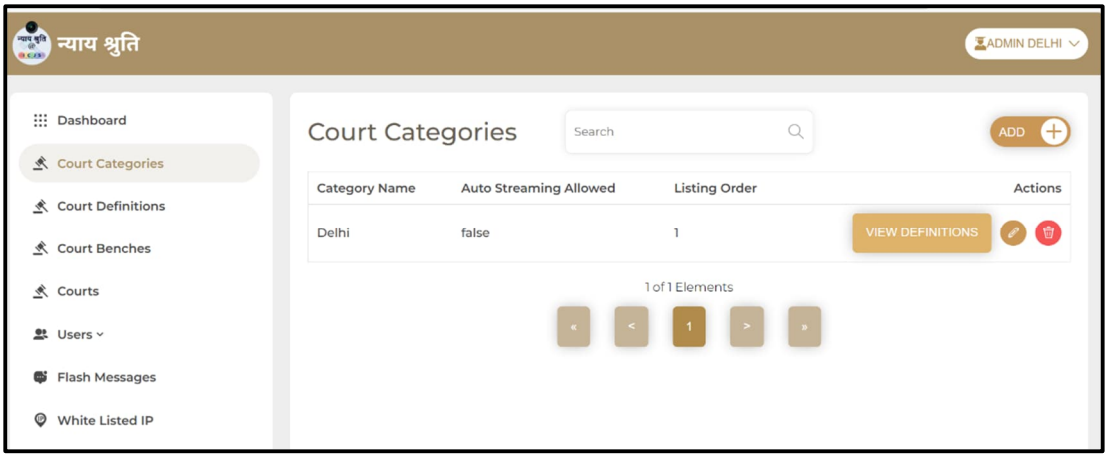


Figure 2: Adding Courts

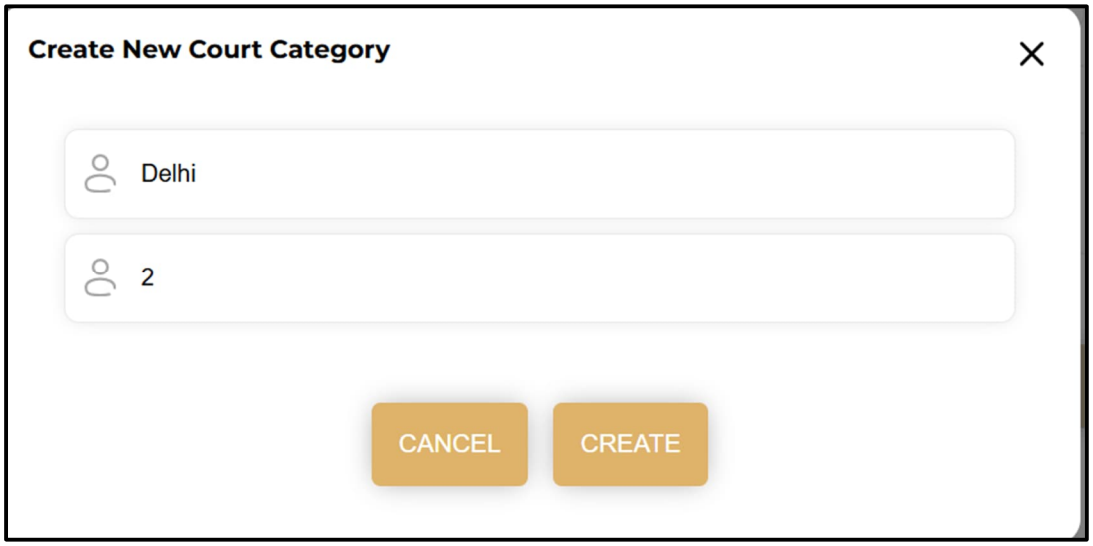


Figure 3: Adding Court Category

The Court Categories section allows the admin to create broad groups under which courts in a particular State/UT will be organised.

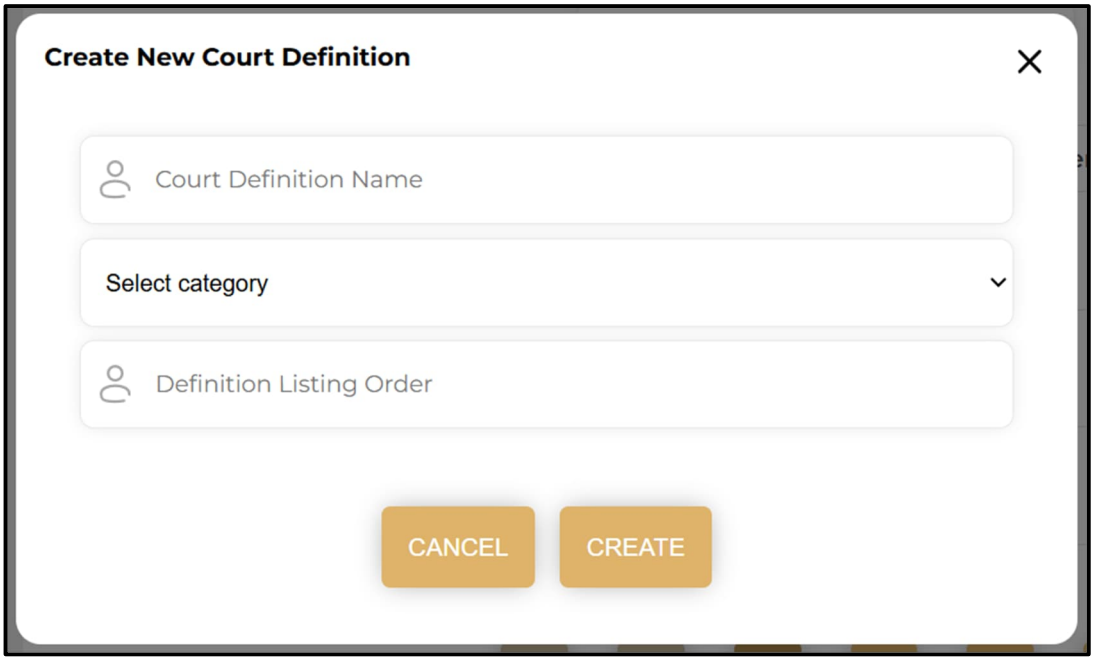


Figure 4: Adding Court Definition

Court Definitions are sub-categories under a Court Category, usually representing districts, zones, or administrative divisions within a State.

Example:

For category Delhi, the definitions shown includes: Central, East, North-West, etc.

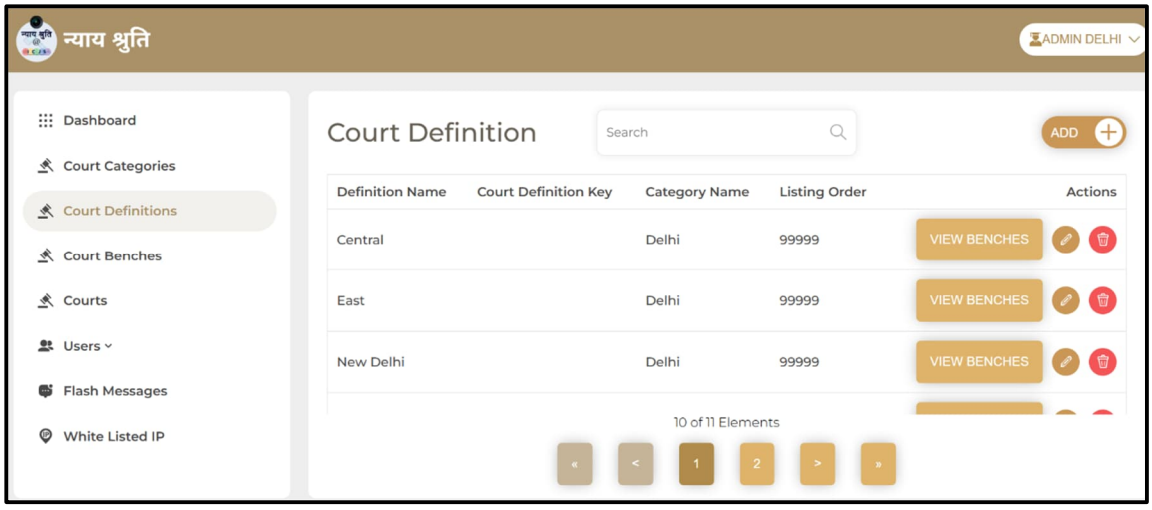


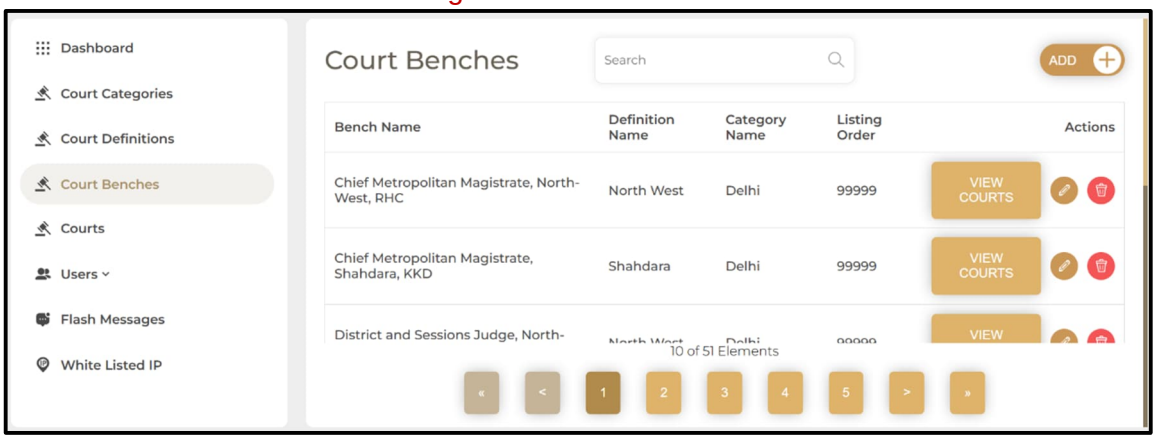
Figure 5: Court Definition Category

Definition Name: The name of the administrative division (e.g.: Central, East, South-East).

Category Name: Indicates which Court Category the definition belongs to

Listing Order: Controls the sequence in which definitions appear.

Figure 6: Court Benches



The Court Benches section allows admin users to define benches under each Court Definition.

A Bench usually represents a specific judge court location, such as: Chief Metropolitan Magistrate, North-West; District & Sessions Judge, etc.

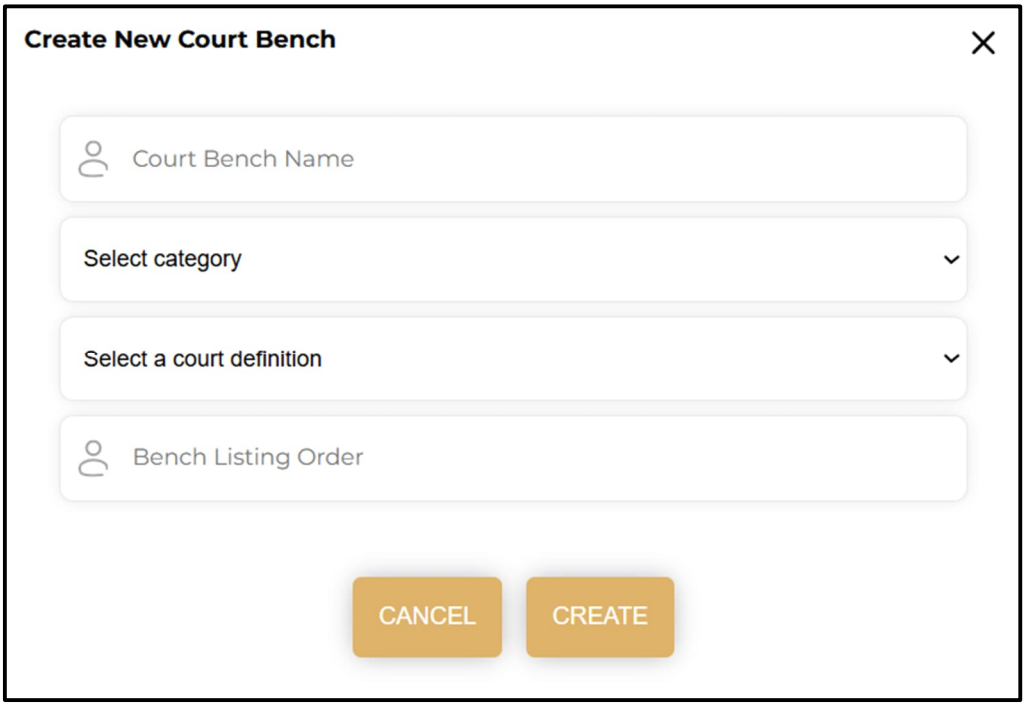


Figure 7: Adding Court Bench

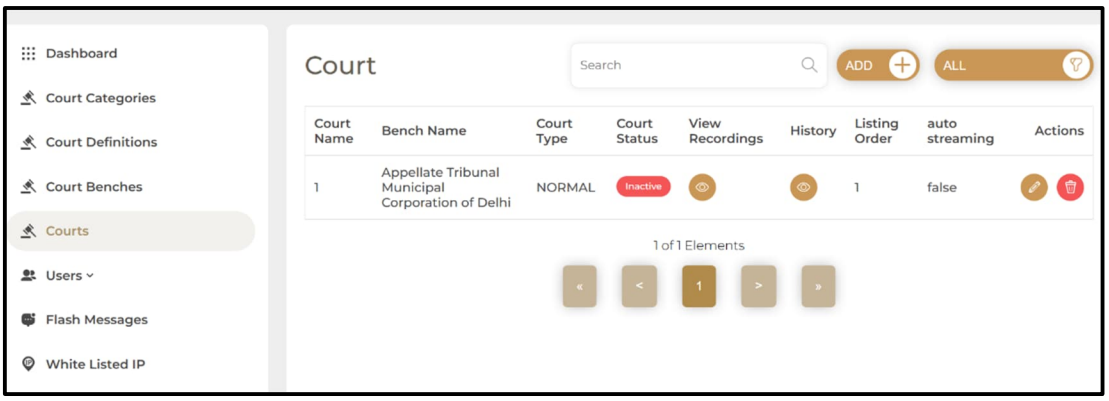


Figure 8: Court Category

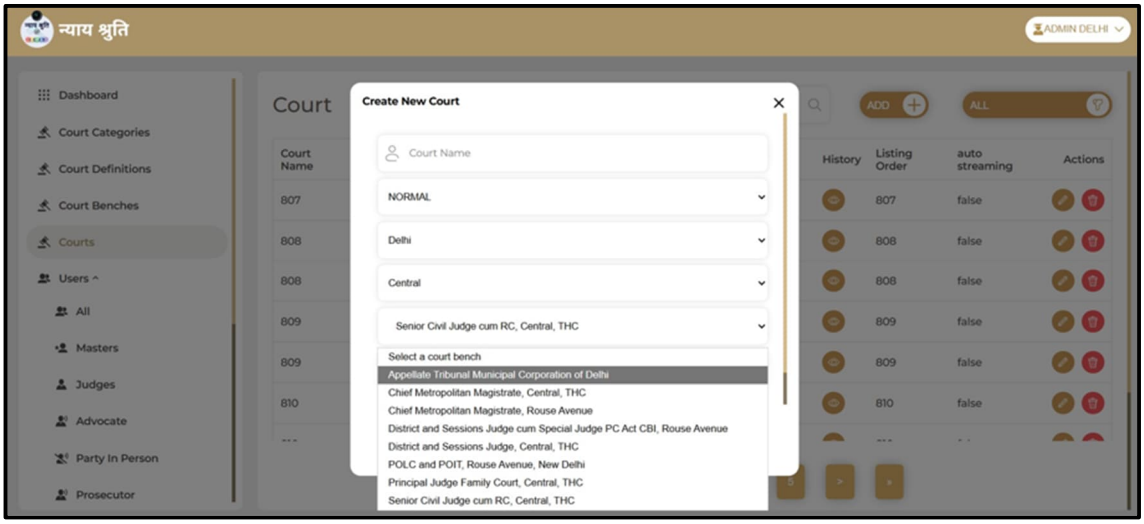


Figure 9: Adding Courts

Court Name: Full name of the new court

Court Type: Civil, Criminal, Normal, etc.

1. Users

This screen displays the Users Management interface of the NyayShruti Application, where all users already onboarded onto the platform are listed and managed. The left panel shows the main navigation menu, allowing administrators to access modules such as Dashboard, Court Categories, Court Definitions, Court Benches, Courts, and Users. Under the Users section, role-based filters like All, Masters and Judges help in viewing specific categories of users.

The main section presents a structured table containing user details including First Name, Last Name, Phone Number, and Email ID, along with an Action column for user management operations. Each user record provides action buttons for editing, locking/unlocking, and deleting user profiles.

At the top of the screen, administrators can perform quick actions using the Search bar to locate specific users, the Add (+) button to onboard new users, and the Filter option to refine user lists based on predefined criteria. Pagination controls at the bottom allow seamless navigation through multiple pages of user records, ensuring efficient handling of large user databases.

This screen enables administrators to maintain full control over user access, roles, and profile management within NyayShruti.

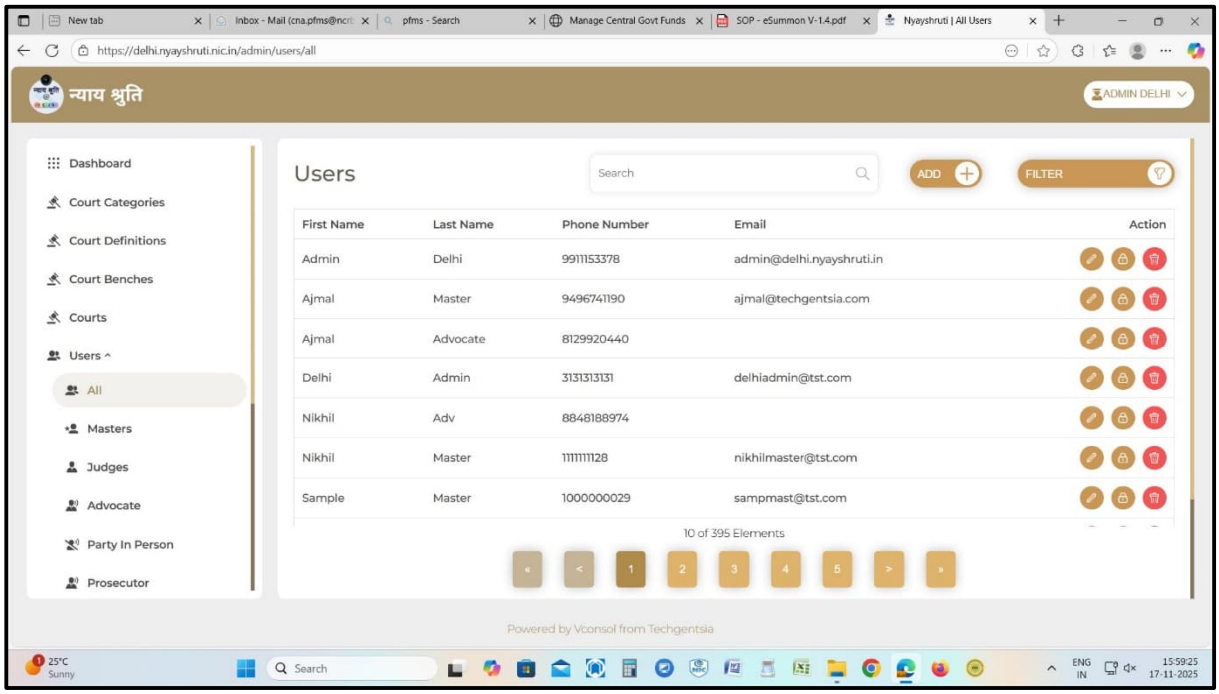


Figure 10.1 : Users

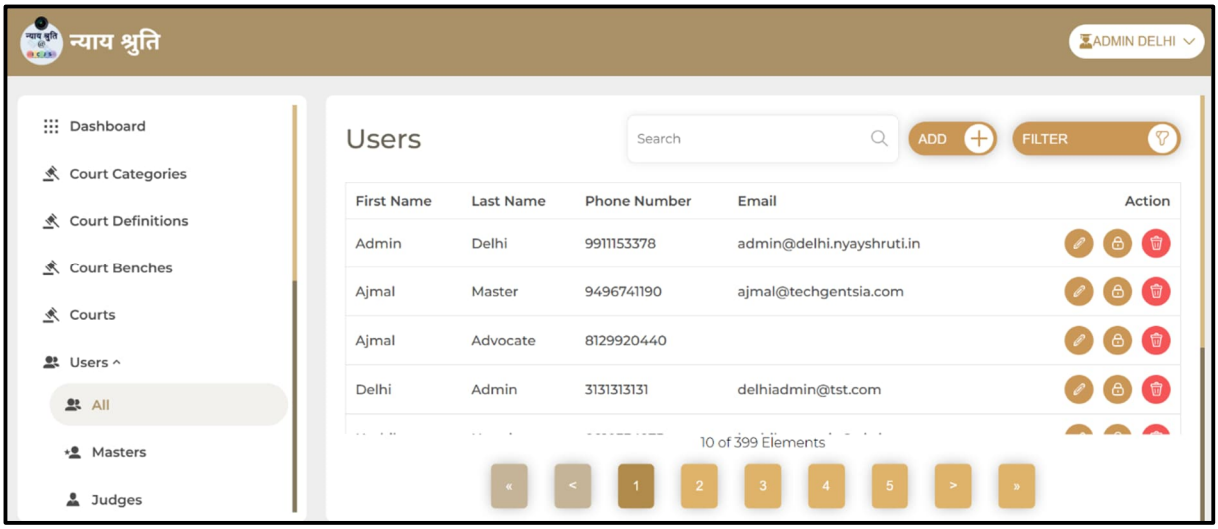


Figure 10.2 : Users

The following screen appears when the Add User (+) button is selected from the Users Listing screen. It opens the “Create New User” modal window, which is used to initiate the onboarding of a new user into the NyayShruti Application.

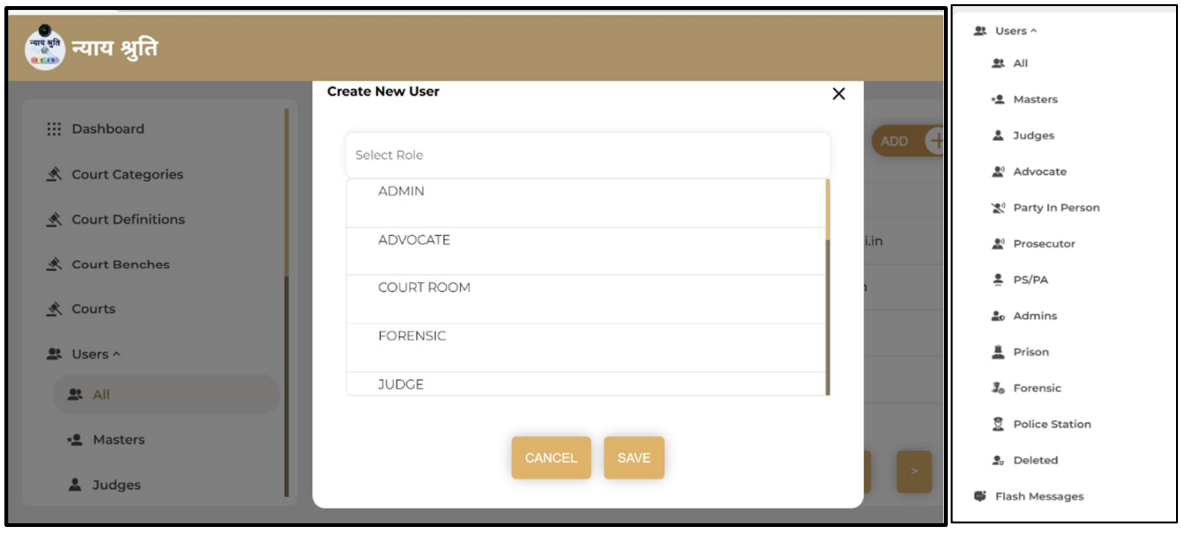


Figure 11: Adding Users

The primary function of this screen is to allow the administrator to assign an appropriate user role before proceeding with detailed user information entry. The modal includes a dropdown field labeled “Select Role”, presenting a structured list of predefined system roles, such as:

- Masters
- Judges
- Advocate

- Party In Person
- Prosecutor
- PS/PA
- Admins
- Prison
- Forensic
- Police Station
- Deleted

Once the required role is selected, the administrator may proceed by clicking the Save button to confirm the role and move forward to the user creation form. Alternatively, clicking Cancel closes the modal without saving any changes.

This role selection mechanism ensures that every user is onboarded with clearly defined responsibilities and access privileges, supporting role-based access control (RBAC) and secure system governance.

1.2 User creation by Admin

1.2.1 Master User

This screen appears after the administrator selects Add User and chooses the role MASTER from the role selection modal. It displays the complete User Registration Form for creating a Master-level user within the Nyay Shruti Application.

The role label MASTER is shown at the top of the form, confirming the selected user type. The administrator is required to enter the following mandatory details:

To add a Master User from the Admin panel, open the “Create New User” screen and fill in the required details.

In the Basic Information section, enter the user’s First name, Lastname, Phone Number and Email. Select the appropriate Category and choose a Court Definition from the dropdown list.

Continue by selecting the Court Bench and the Court assigned to the user. Create a password manually or click on “Autogenerate Password” to generate a secure password automatically, then confirm the password in the Confirm Password field. Once all details are entered correctly, click the “Save” button to add the Master User, or click “Cancel” to discard the entry.

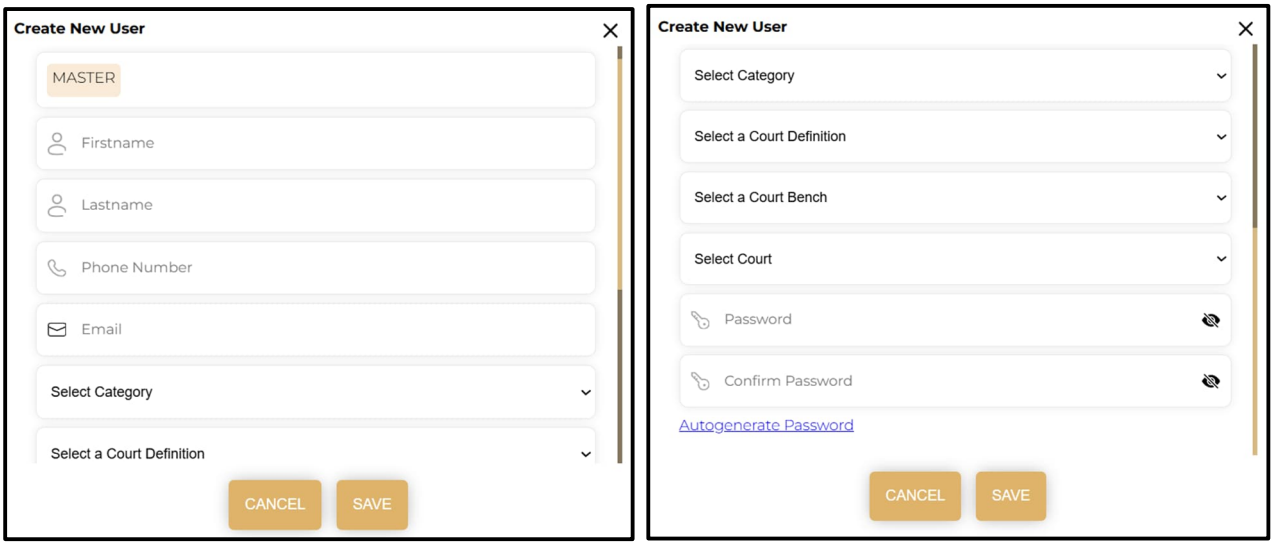


Figure 12: Adding “Master” user

1.2.2 Judge

To add a Judge User from the Admin panel, open the “Create New User” screen and fill in the required fields. Begin by entering the Judge’s First name, Lastname, Phone Number, and Email in the Basic Information section. Select the appropriate Category from the dropdown list.

Next, choose the relevant Court Definition, Court Bench and Court assigned to the Judge. Set a password manually or click on “Autogenerate Password” to generate a secure password automatically and then re-enter the same password in the Confirm Password field. Once all information has been completed accurately, click the “Save” button to create the Judge User, or click “Cancel” to discard the entry.

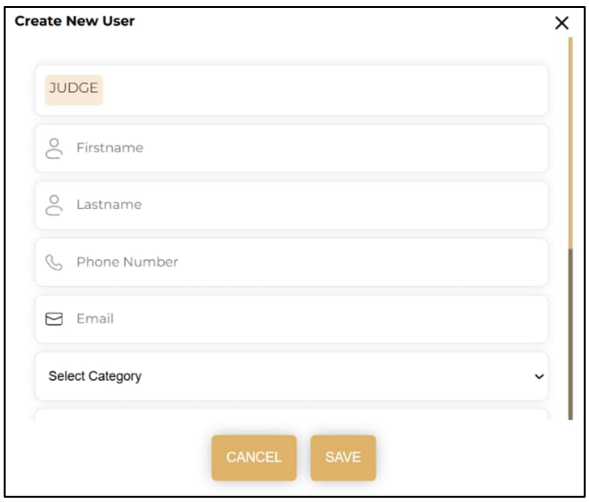


Figure 13: Adding user type “Judge”

1.2.3. Advocate

To add an Advocate User from the Admin panel, open the “Create New User” screen and enter all required details. Begin by filling in the Advocate’s Firstname, Lastname, Phone Number, and Email in the Basic Information section. Select the appropriate Category from the dropdown menu. In the subsequent section, choose the applicable Court Definition, Court Bench and the specific Court to which the Advocate is associated. Create a password manually or use the “Autogenerate Password” option to generate a secure password automatically, then re-enter the same password in the Confirm Password field. After verifying that all information is correct, click the “Save” button to add the Advocate User, or click “Cancel” to exit without saving.

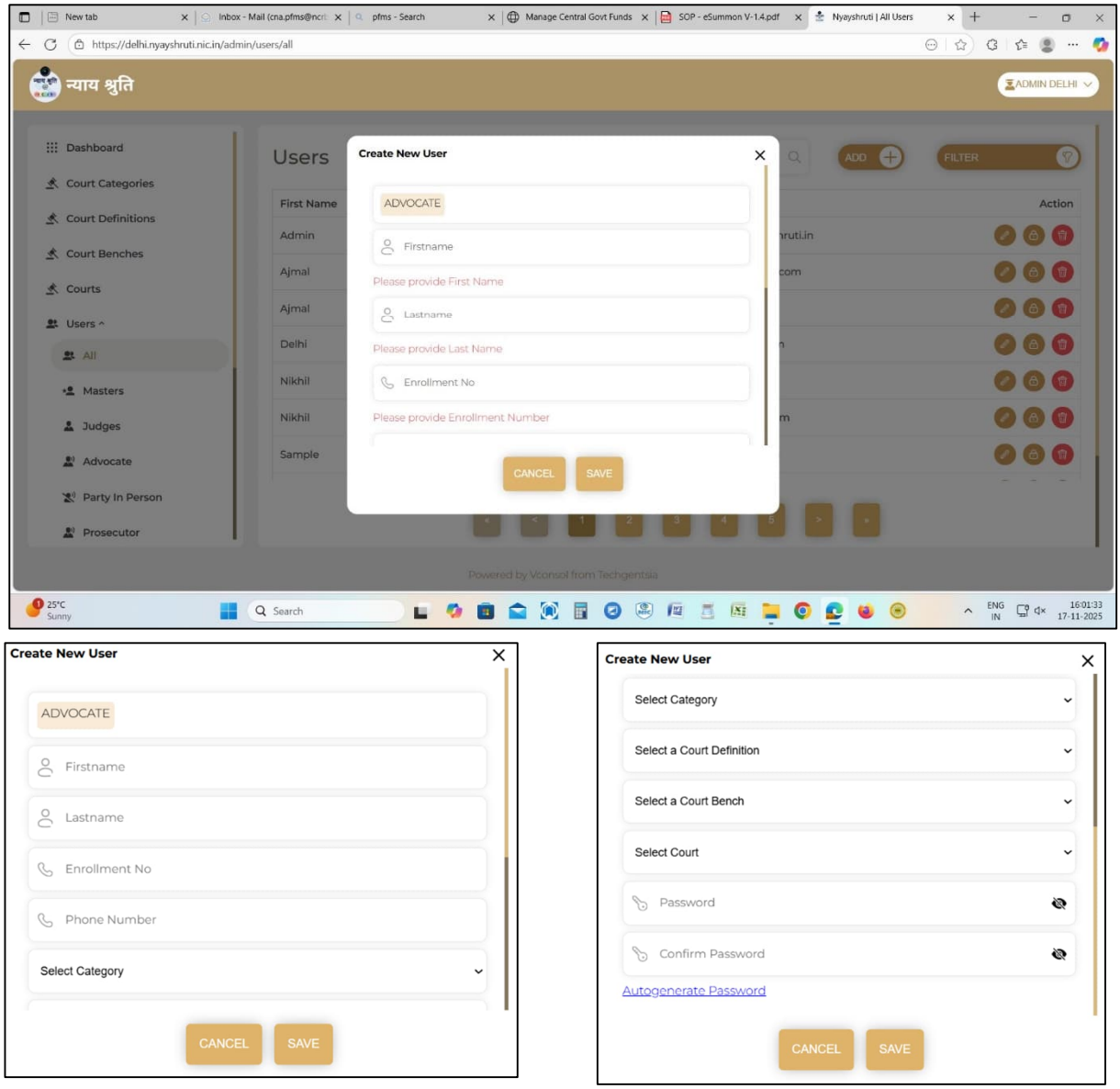


Figure 14: Adding user type “Advocate”

1.2.4. Party In person

To add a Party-in-Person User from the Admin panel, open the “Create New User” screen and enter the necessary details. Start by providing the user’s First name, Lastname, Phone Number and Email in the Basic Information section. Select the appropriate Category from the dropdown list. In the next section, choose the relevant Court Definition, Court Bench and the specific Court to which the Party-in-Person is linked. Create a password manually or click “Autogenerate Password” to generate a secure password automatically, then re-enter the same password in the Confirm Password field. After ensuring that all required information has been entered correctly, click the “Save” button to create the Party-in-Person User, or click “Cancel” to discard the entry.

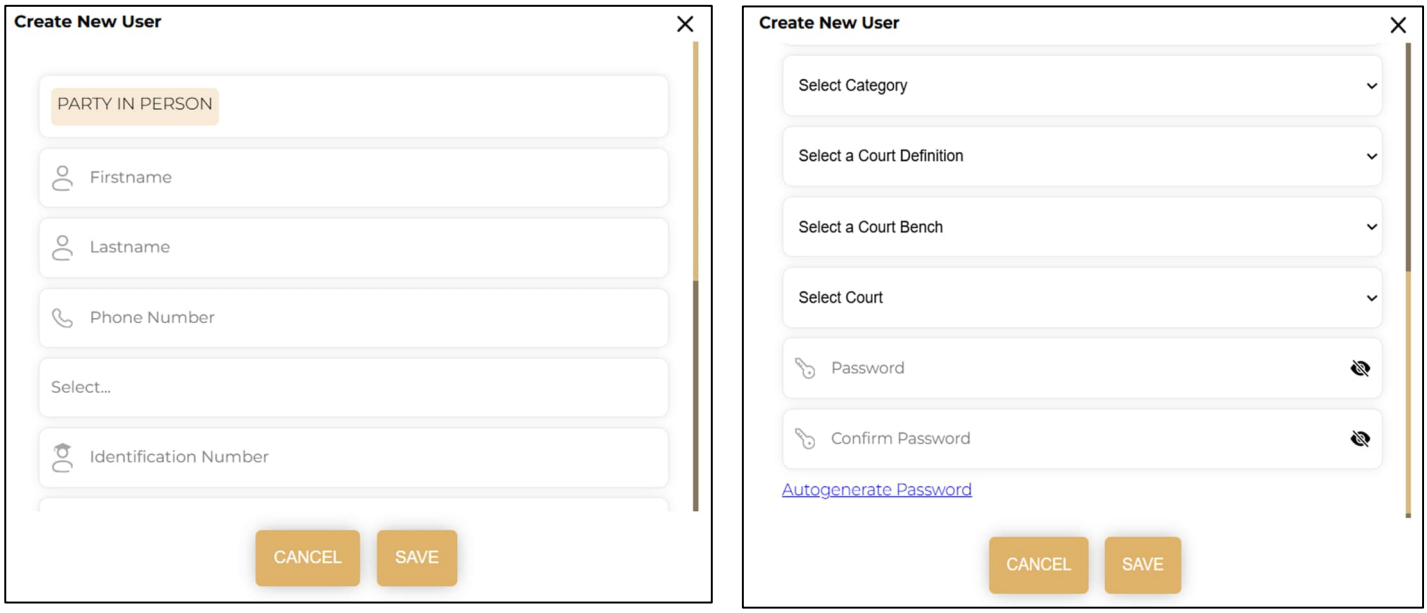


Figure 15: Adding user type “Party In Person”

1.2.5. Prosecutor

To add a Prosecutor type User from the Admin panel, open the “Create New User” screen and enter the necessary details. Start by providing the user’s First name, Lastname, Phone Number and Email in the Basic Information section. Select the appropriate Category from the dropdown list. In the next section, choose the relevant Court Definition, Court Bench and the specific Court to which the Party-in-Person is linked. Create a password manually or click “Autogenerate Password” to generate a secure password automatically, then re-enter the same password in the Confirm Password field. After ensuring that all required information has been entered correctly, click the “Save” button to create the Prosecutor User, or click “Cancel” to discard the entry.

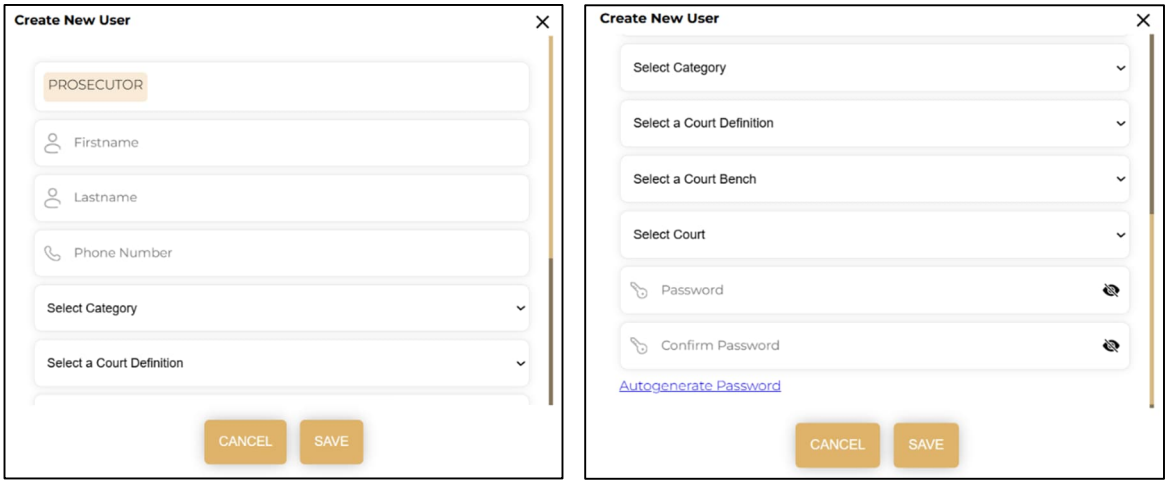


Figure 16: Adding user type “Prosecutor”

1.2.6. Add Prison

To add a Prison User from the Admin panel, open the “Create New User” screen and fill in the required details. Begin by entering the Prison’s name in the Firstname field, followed by any additional information in the Lastname field if applicable. Enter the official Phone Number and Email address associated with the prison. Select the appropriate Location or Category from the dropdown list. Review the entered information for accuracy, and then click the “Save” button to create the Prison User, or click “Cancel” to exit without saving the details.

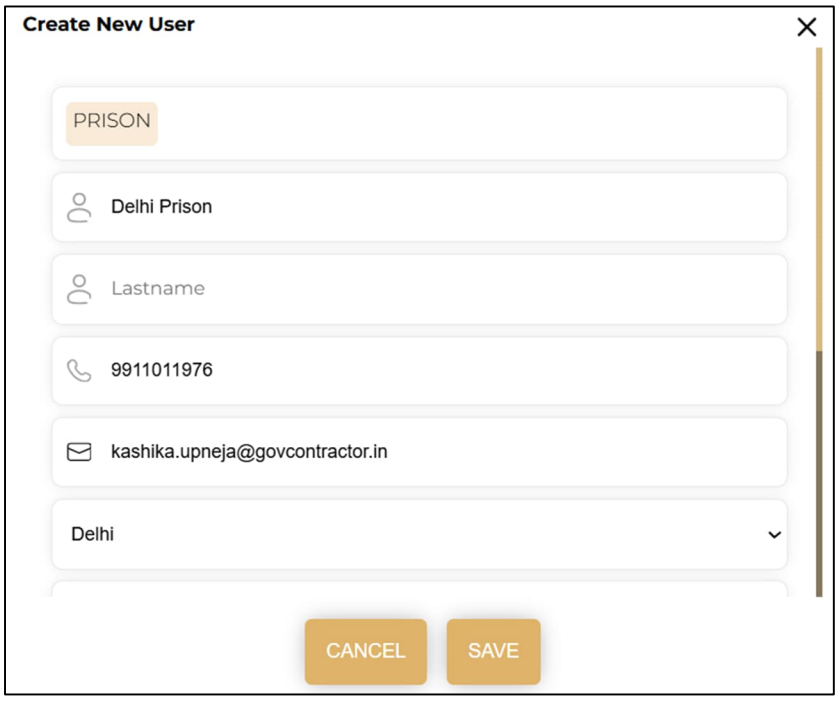
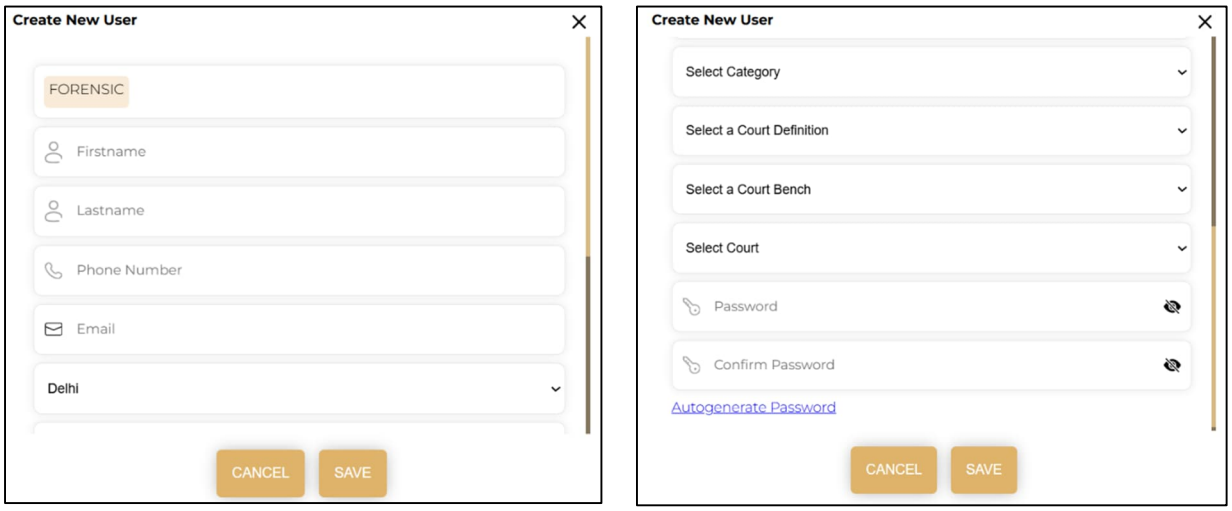


Figure 17: Adding user from “Prison”

1.2.7. Add Forensic

To add a Forensic type User from the Admin panel, open the “Create New User” screen and enter the necessary details. Start by providing the user’s First name, Lastname, Phone Number and Email in the Basic Information section. Select the appropriate Category from the dropdown list. In the next section, choose the relevant Court Definition, Court Bench and the specific Court to which the Party-in-Person is linked. Create a password manually or click “Autogenerate Password” to generate a secure password automatically, then re-enter the same password in the Confirm Password field. After ensuring that all required information has been entered correctly, click the “Save” button to create the Forensic User, or click “Cancel” to discard the entry.

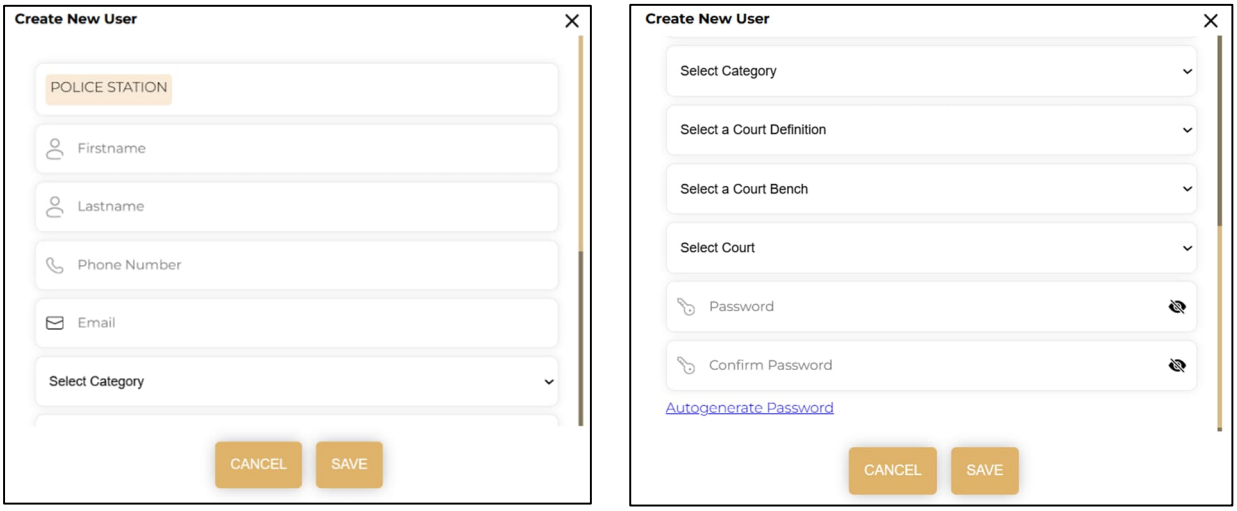
Figure 18: Adding user type “Forensic”



1.2.8. Add Police Station

To add a Police Station User from the Admin panel, open the “Create New User” screen and enter the necessary details. Start by providing the user’s First name, Lastname, Phone Number and Email in the Basic Information section. Select the appropriate Category from the dropdown list. In the next section, choose the relevant Court Definition, Court Bench and the specific Court to which the Party-in-Person is linked. Create a password manually or click “Autogenerate Password” to generate a secure password automatically, then re-enter the same password in the Confirm Password field. After ensuring that all required information has been entered correctly, click the “Save” button to create the Police Station User, or click “Cancel” to discard the entry.

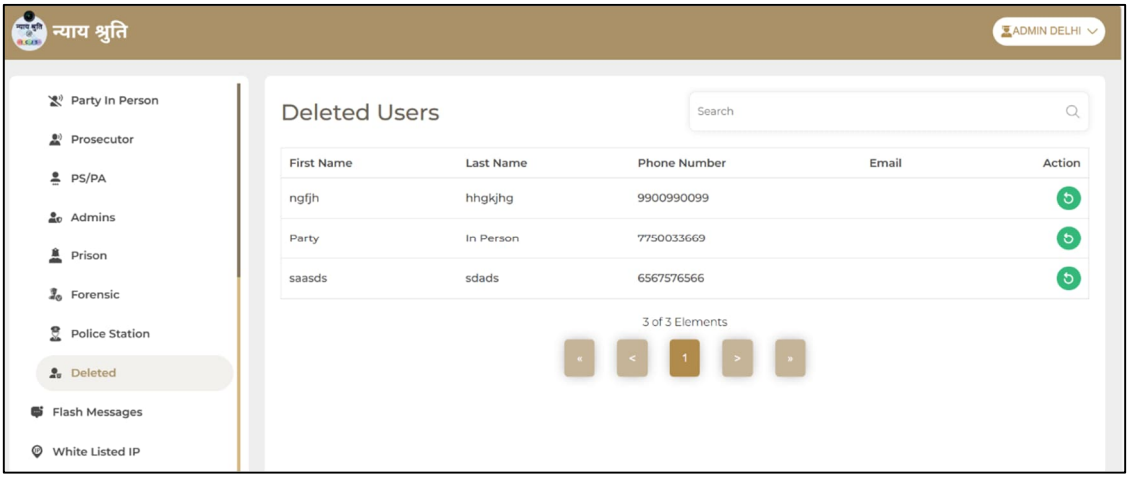
Figure 19: Adding user type “Police Station”



1.2.9. Deleted Users

The “Deleted Users” screen displays a list of all users who have been removed from the system. The page includes columns for First Name, Last Name, Phone Number, and Email, allowing administrators to view key information about deleted accounts. A search bar is provided at the top-right corner to quickly locate a specific deleted user. Each entry includes a restore icon under the Action column, which enables the administrator to reinstate the user’s account with a single click. Pagination controls at the bottom of the page allow navigation through multiple pages of deleted user records.

Figure 20: “Deleted” Category



Review and Restore deleted users

1.2.10. Flash Message

The “Create New Flash Message” screen allows administrators/masters to broadcast important announcements or updates across the system. To create a new flash message, begin by typing the desired message into the text box

provided at the top. The user type is displayed automatically, indicating the level at which the message will be applied. Next, select the appropriate State, District, and Court from the respective dropdown lists. The selected Court details are shown below for confirmation. Once all information is filled in correctly, click the “Create” button to publish the flash message, or click “Cancel” to exit without saving.

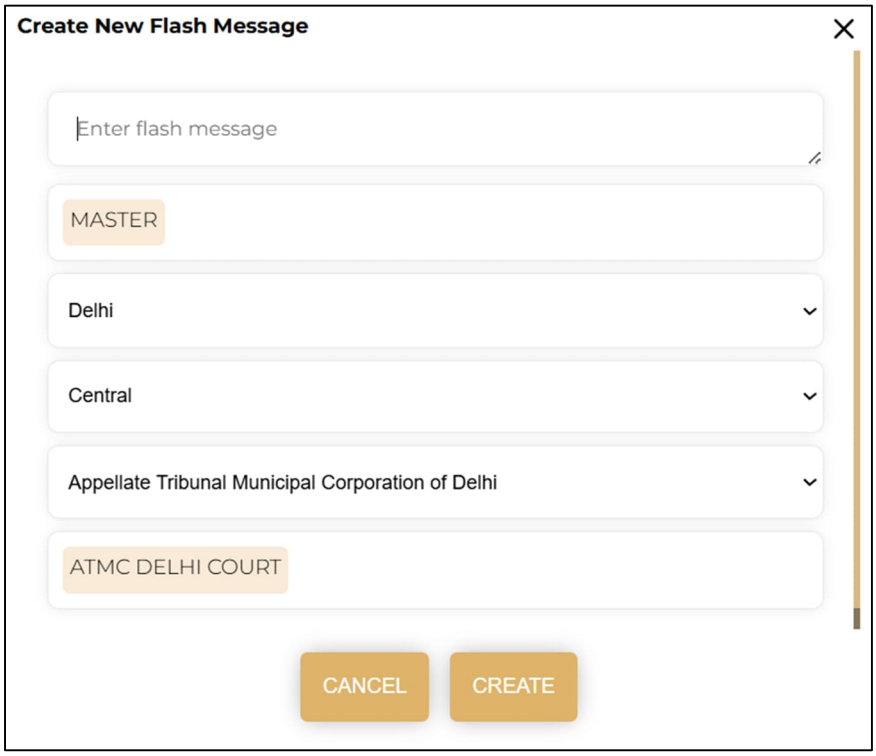


Figure 21: Adding “Flash Message”

2. Functional Details

There are two types of users: Court User can access two different interfaces, namely the Court Master interface and the Judge interface.

2.1. Login of users

2.1.1 Login Process for Court Master

To open the Nay Shruti application, Open any web browser and visit Nyayshruti - Login –

https://Statename.nyayshruti.nic.in/auth/login/captcha

Enter your username (registered mobile number) and password.

1. Click Login to access the dashboard.

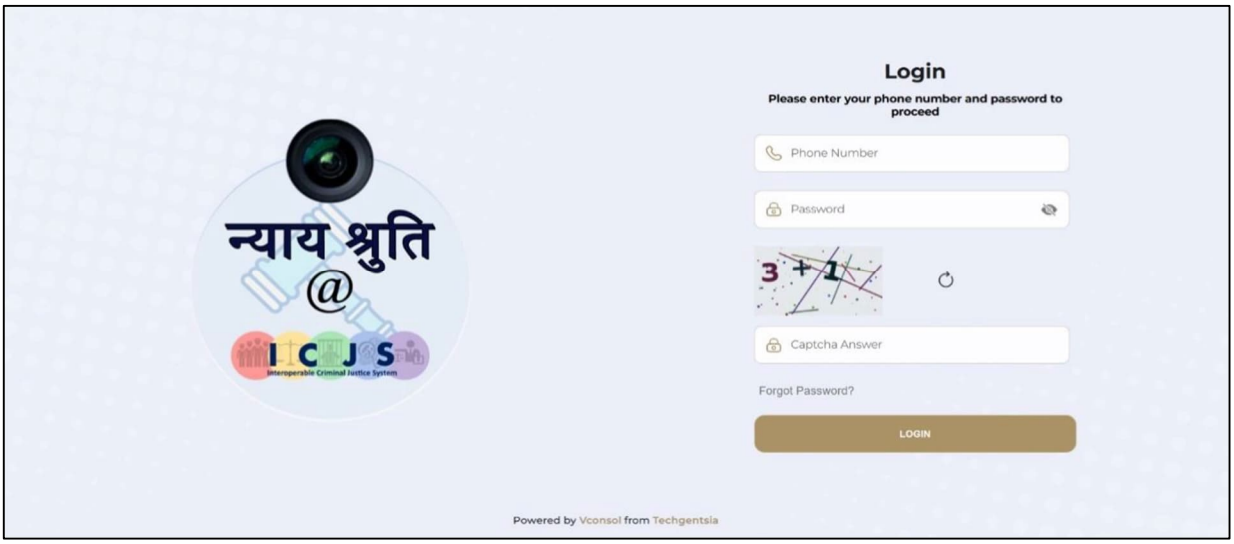


Figure 22: Login Page

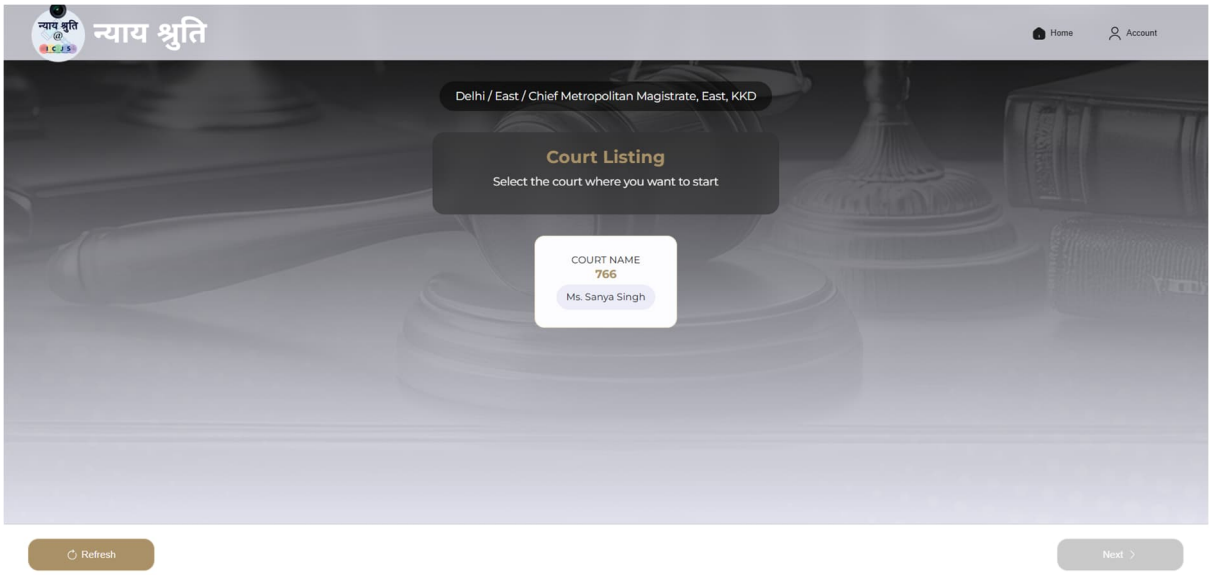
Note: Default passwords must be changed upon first login.

2.1.2 Dashboard **Overview**

After login, the Court Master Dashboard displays:

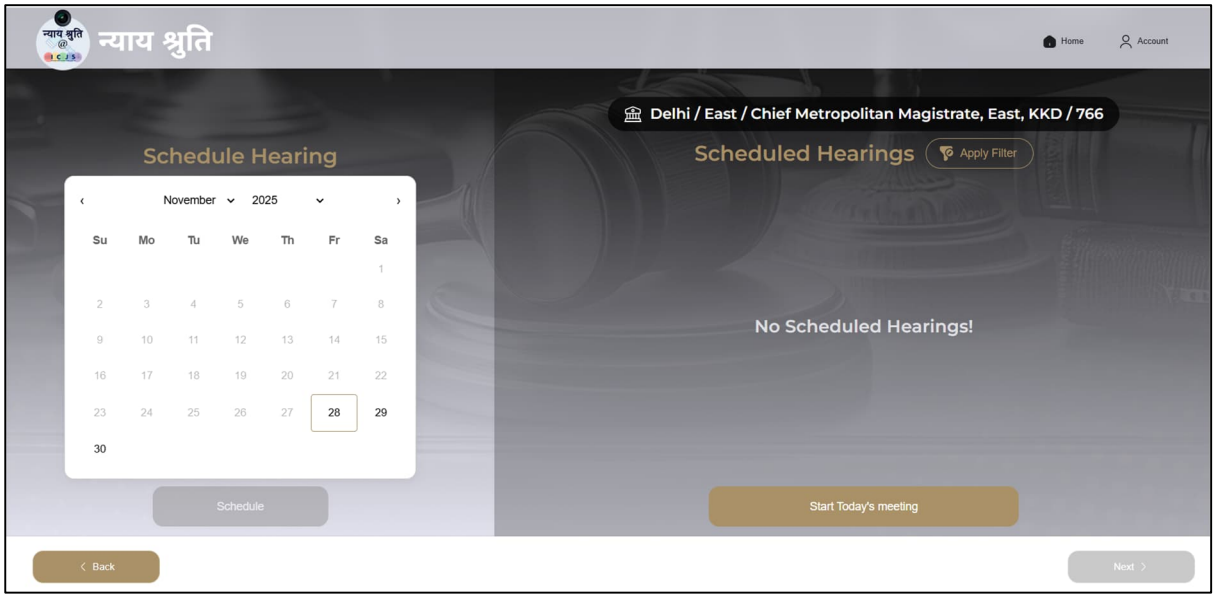
- Pending and scheduled cases
- Notifications and flash messages
- Shortcuts to hearing Schedules and Control Panel

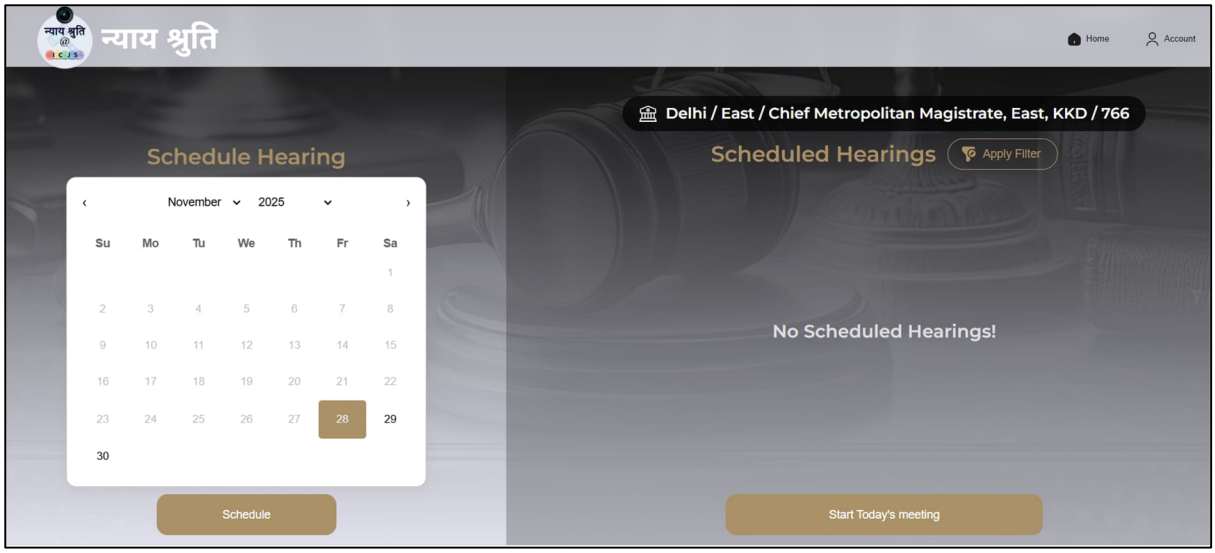
Figure 23: *Court Master Dashboard Layout (Illustration Placeholder)*



2.1.3 Scheduling **Hearing**

This section allows Court Masters (users) to select a date from the calendar to schedule a court hearing.





To schedule a hearing:

1. Go to “Scheduled Hearing” tab: Navigate to the “Schedule Hearing” section on the portal
2. Select a date from the calendar view: Choose the desired date for the hearing from the calendar displayed on the left side of the screen
3. Click Schedule to confirm: After selecting the date, click on the Schedule button to confirm your choice
4. The case will appear under “Scheduled Hearings”: The selected date will appear under the “Scheduled hearings” list on the right side of the screen.
5. Apply filters if required: Use the Apply Filter option to refine or search for specific scheduled hearings



Figure 24: Case *Hearing Scheduling Process*

(Choose desired date from the calendar to schedule a hearing)

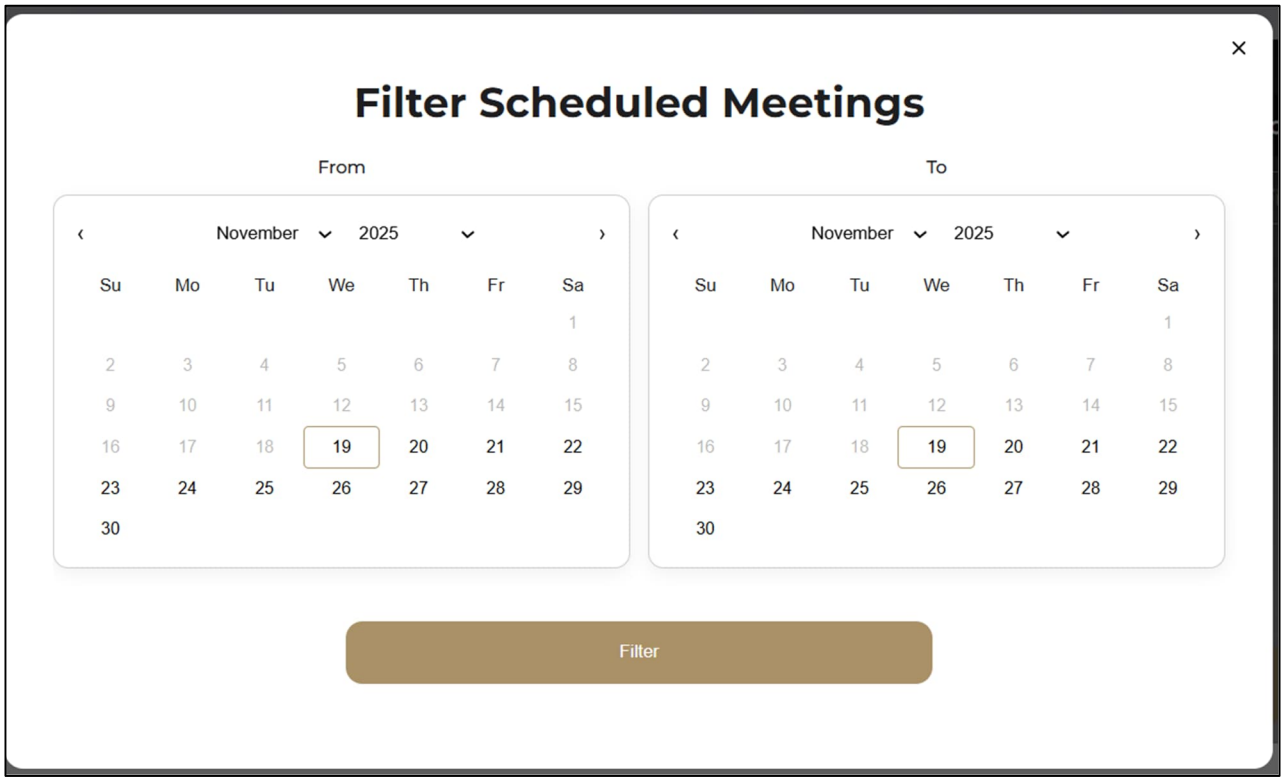
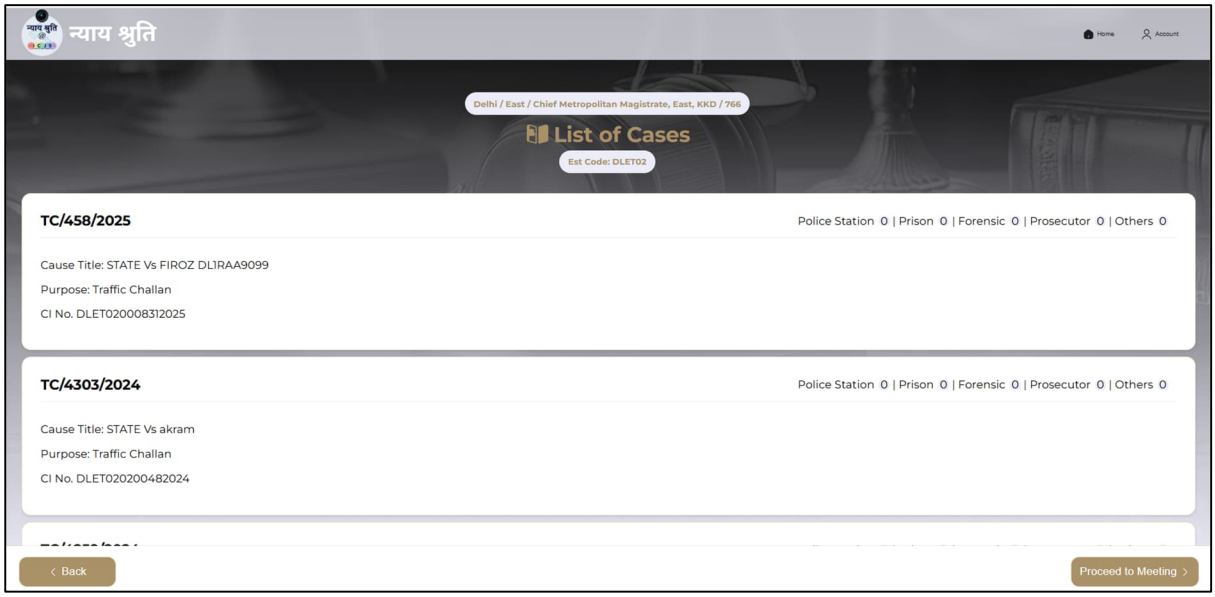


Figure 25: Filter *Scheduled Meetings*

(Choose desired Range from the calendar to block Case Hearing)

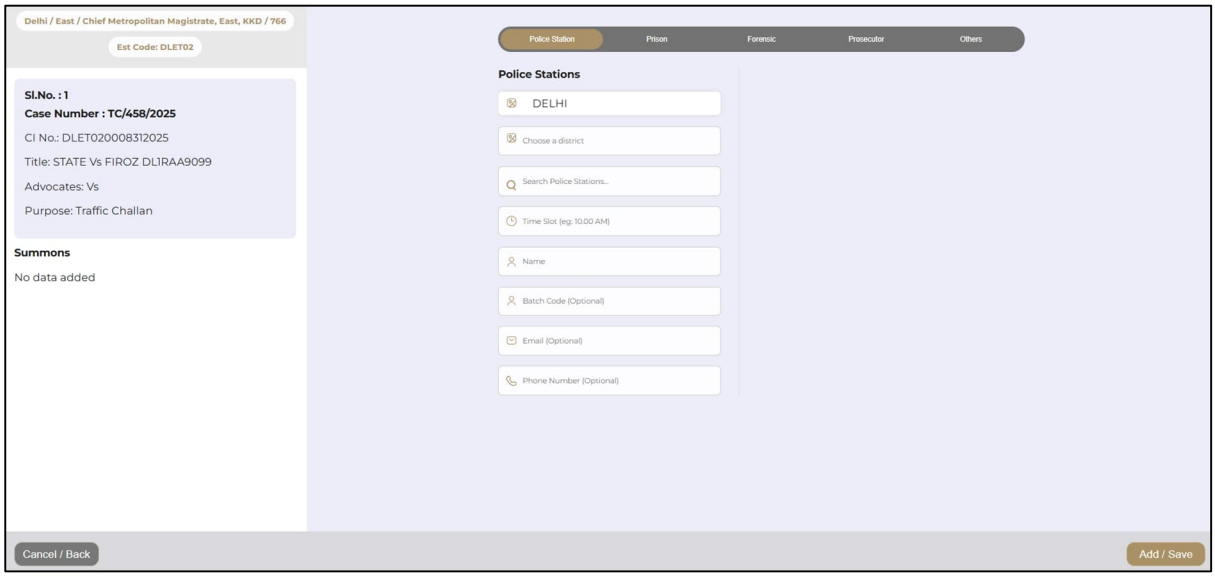
6. Click on the Next Step: Once the hearing date is scheduled, click on the Next button to continue with the process

7. Once the date is selected, The “List of Cases” screen displays all active cases scheduled for the selected date in the court to which the logged-in Master user belongs. Each case entry shows the Case Number, Cause Title, Purpose, and CI Number, along with a summary of the number of pending actions from different departments such as Police Station, Prison, Forensic, Prosecutor, and Others. The Master can scroll through the list to review all cases assigned for the day. Clicking on any case opens the detailed case interface for further actions or review. A “Back” button is available to return to the previous page, while the “Proceed to Meeting” button allows the user to advance to the meeting interface after selecting the desired case.



8. After selecting a case from the list, the system opens the Case Details interface, where the Master user can enter and manage information related to different departments. On the left side of the screen, the case summary is displayed, showing the Case Number, CI Number, Title, Advocates, Purpose, and any available Summons information. The right side of the screen provides department-specific tabs, including Police Station, Prison, Forensic, Prosecutor, and Others.
9. By default, the Police Station tab is active. Under the Police Station section, the user can select the State, District, and specific Police Station, along with entering details such as the preferred Time Slot, Name of the concerned

officer, Batch Code, Email, and Phone Number as needed. Once the required information is filled in, the user can click “Add/Save” to store the details or use the “Cancel/Back” option to exit without saving.



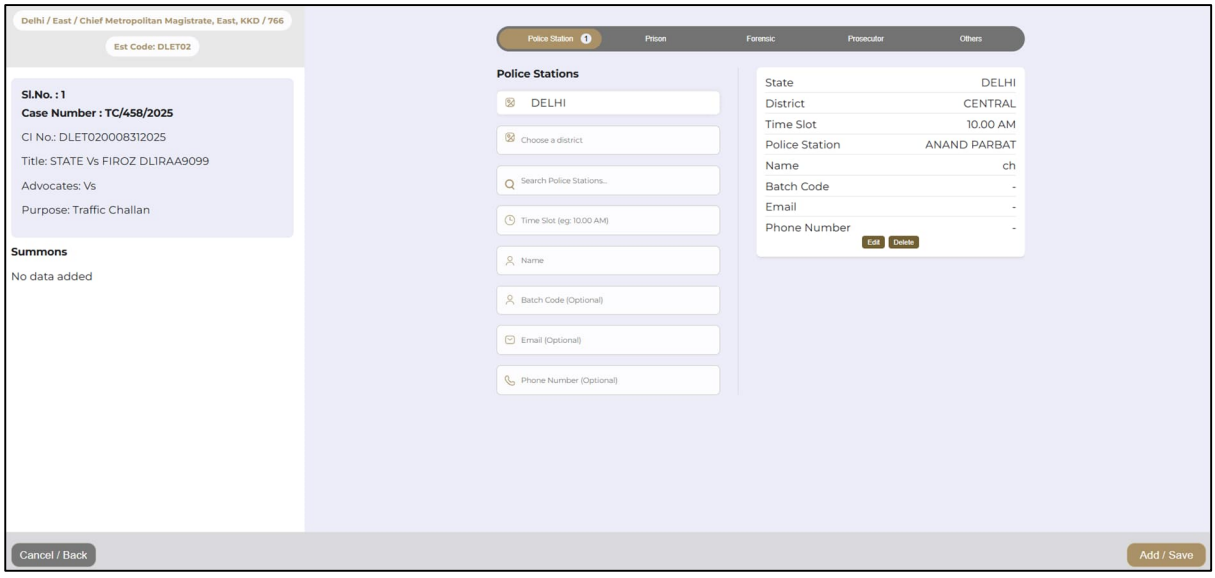


Figure 26: Assigning Police Station to the Case

10. Adding Prison to the Case

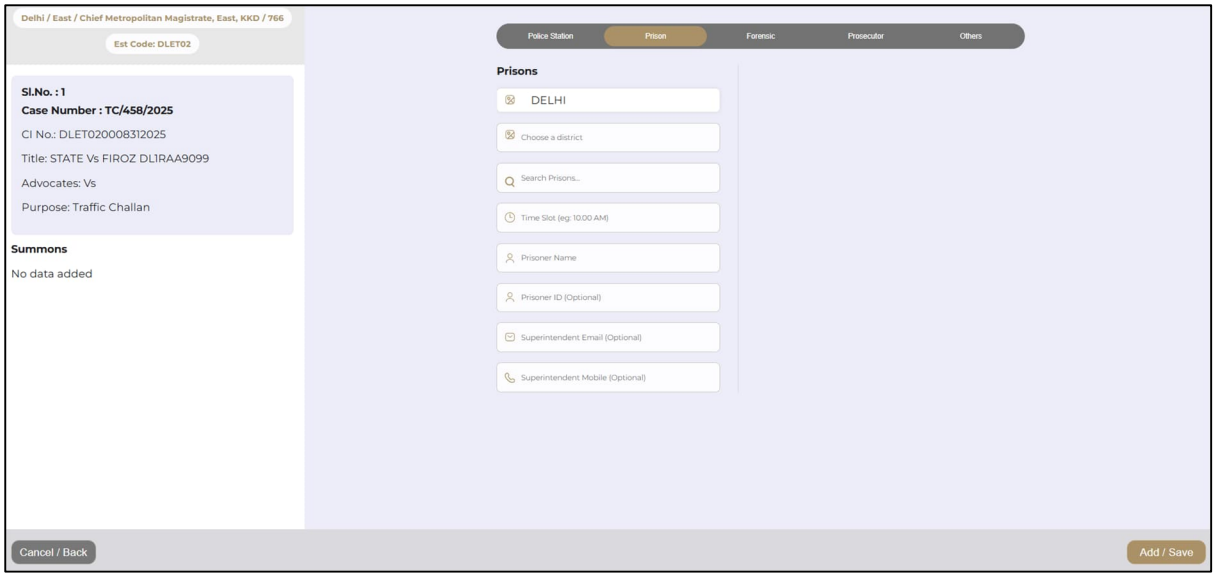


Figure 27: Mapping Prison to the Case

11. Adding Forensic Science Laboratory to the Case

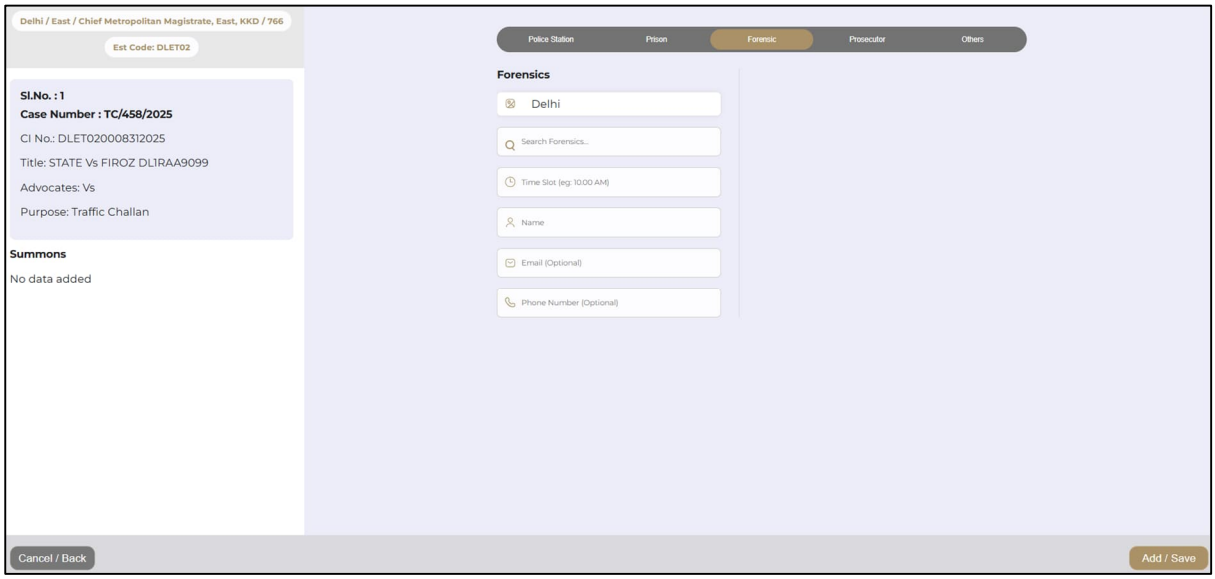


Figure 28: Mapping Forensics (FSL) to the Case

12. Adding Prosecutor to the Case

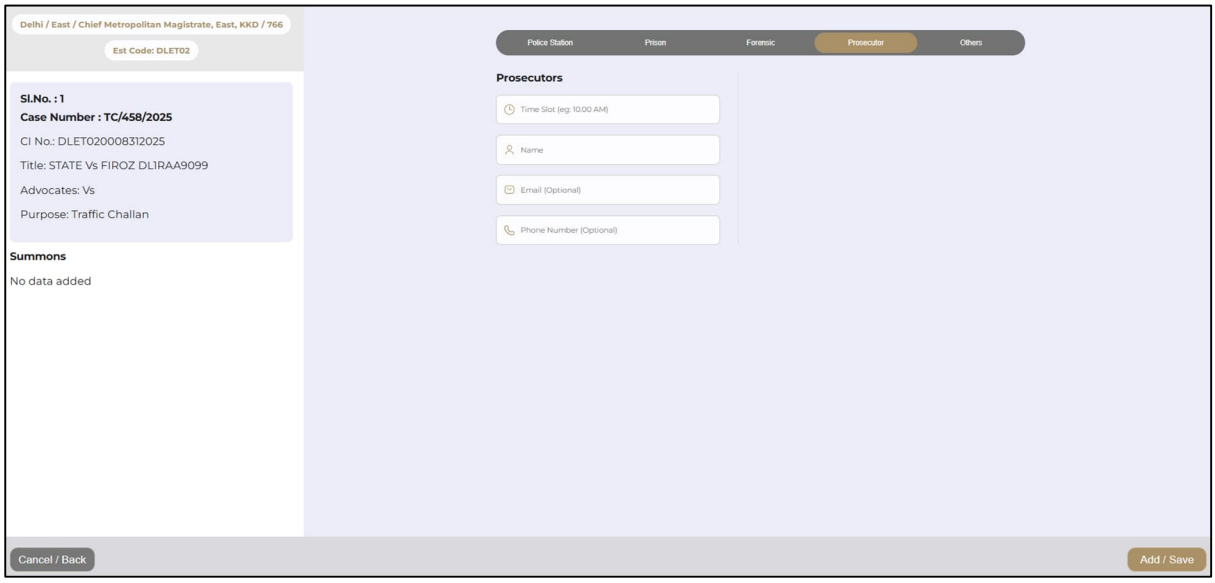


Figure 29: Mapping Prosecutor to the Case

2.1.4 Case List Management

To generate a list of cases for hearing on a specific day

1. Open the Case List page on the portal
2. Enter the case number range or select the date range (From – To).
3. Click on the Add button to include the selected cases.
4. Review the listed cases displayed on the screen
5. Verify and finalize and Next to proceed further.

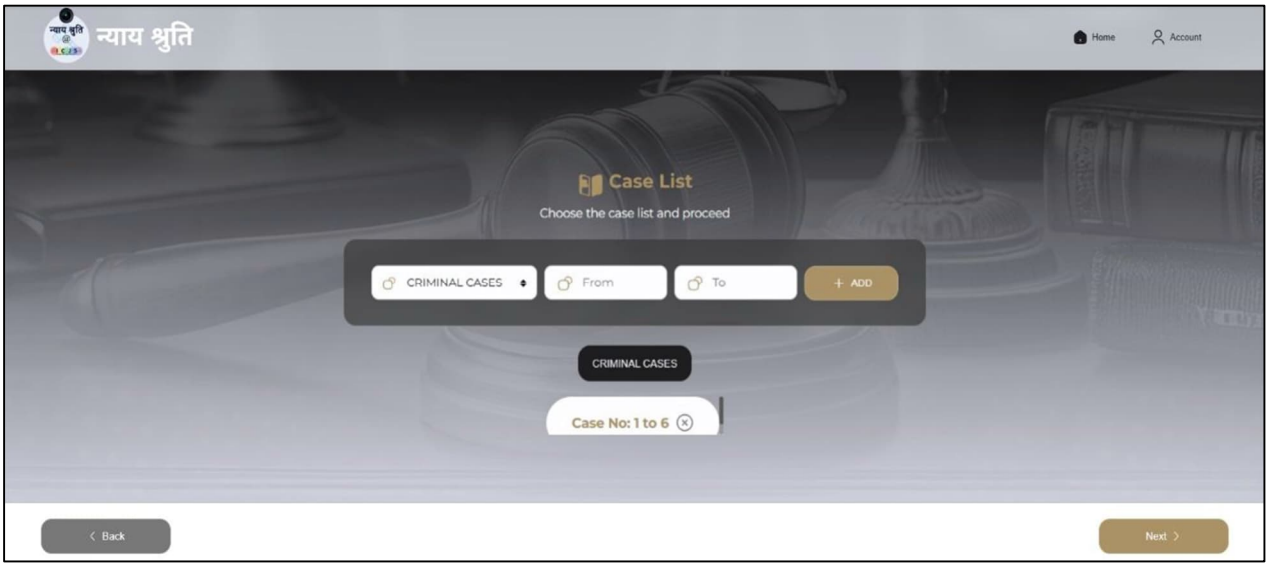


Figure 29: Case List Page

(Select the Case Type and No.)

1. This page displays the list of cases scheduled for the selected date, allowing the Master user to review all case details before proceeding to the meeting. Each case panel includes the Case Number, Cause Title, Purpose, and CI Number, along with a summary of pending actions from various departments such as Police Station, Prison, Forensic, Prosecutor, and Others. After verifying the case information, the Master can click the “Proceed to Meeting” button located at the bottom-right corner of the screen to initiate the meeting process. The “Back” button on the lower-left allows the user to return to the previous interface without proceeding further.

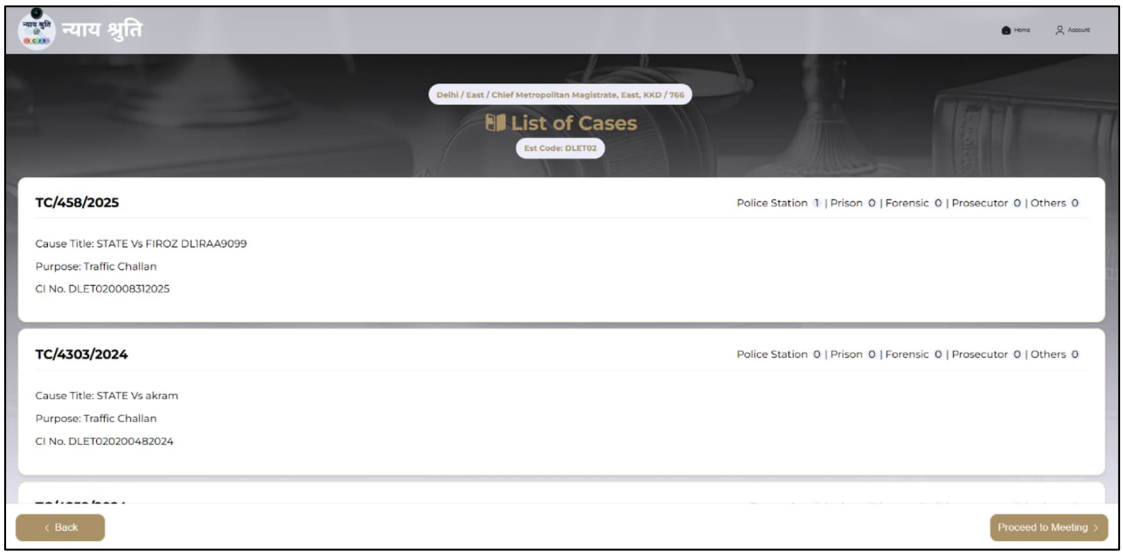
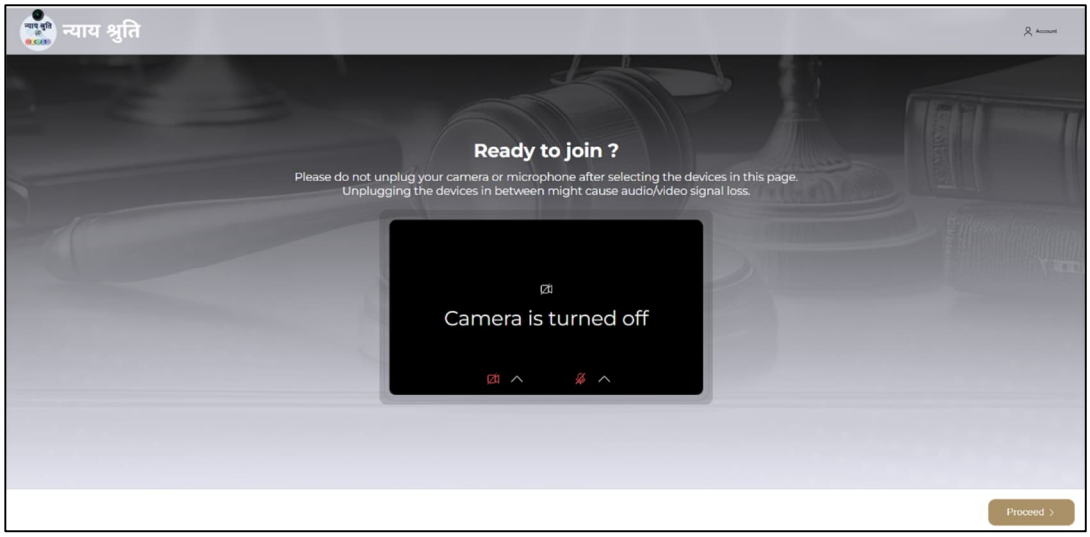
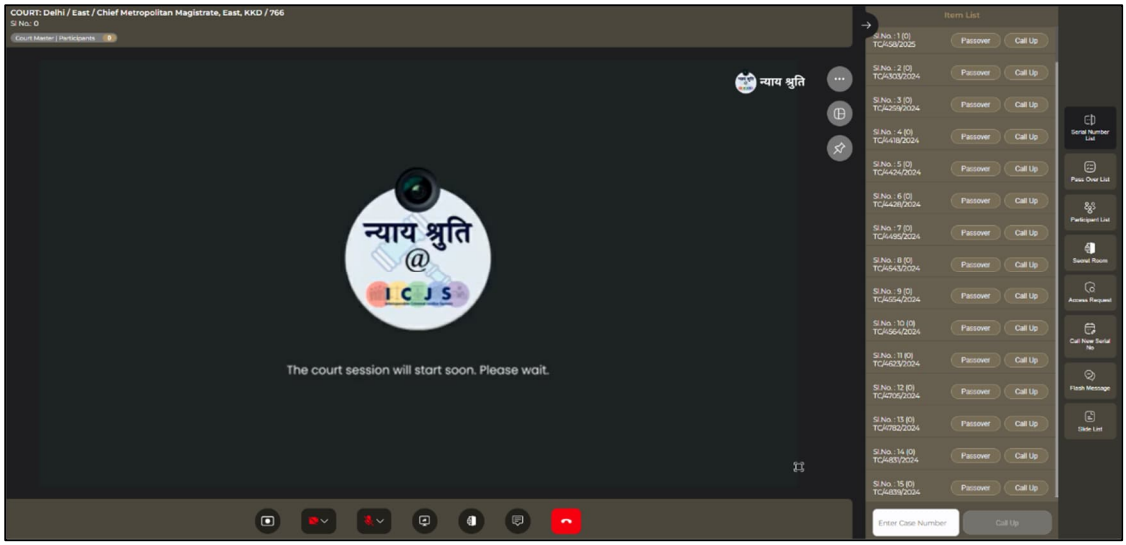


Figure 30: Case List Page

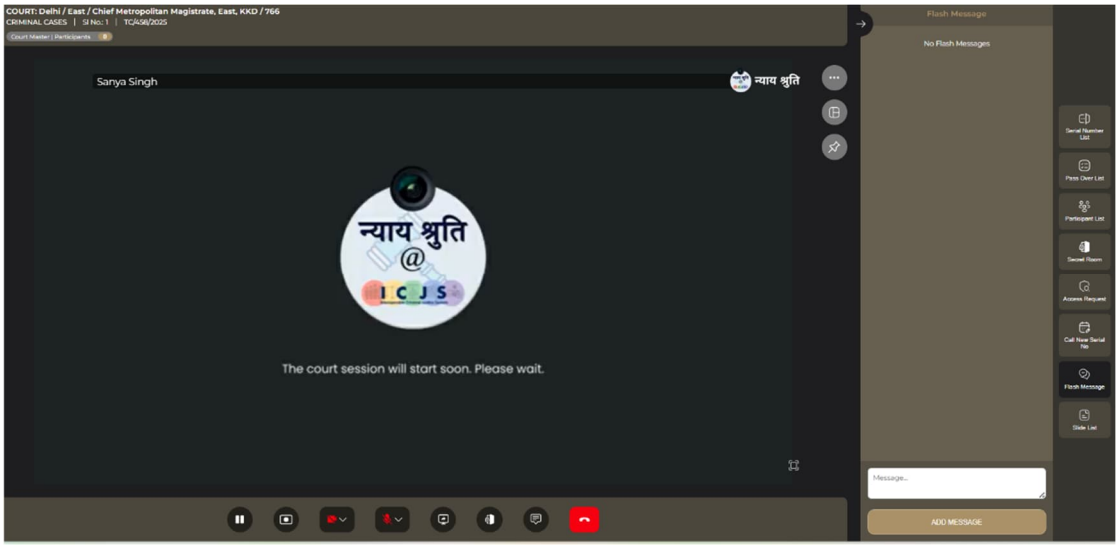
2. The “Ready to Join” screen allows the user to check and confirm their audio and video settings before entering the meeting. A preview panel is displayed at the center, indicating the current status of the camera and microphone. If the camera is turned off, the screen shows a message stating “Camera is turned off,” along with options to enable or disable the camera and microphone. A caution message at the top advises users not to unplug or change their camera or microphone devices after selection, as doing so may cause audio or video signal loss. Once the user has verified the device settings, they can click the “Proceed” button at the bottom-right corner to join the meeting.



3. Once inside the meeting interface, the Master user is presented with the main video panel where the court session will take place. A message indicating “The court session will start soon. Please wait.” is displayed until the proceedings begin. On the right side of the screen, a set of control options is available, including Serial Number List, Pass Over List, Participant List, Secret Room, Access Request, Call New Serial No, Flash Message, and Slide List.
4. Serial Number List - The “Serial Number List” displays all cases scheduled for the day in their respective serial order. Each entry shows the Serial Number along with the corresponding Case Number, allowing the Master user to quickly identify and manage the sequence of cases during the virtual court session. Next to each case, two action buttons—“Passover” and “Call Up”—are provided. The “Passover” button allows the Master to mark a case as temporarily skipped based on the Judge’s direction, while the “Call Up” button is used to bring the selected case forward for immediate hearing. At the bottom of the panel, the Master can manually enter a case number in the input box if a specific case needs to be called out of turn. This feature helps maintain an organized and efficient workflow during court proceedings, ensuring that cases are taken up in the correct order or as instructed by the Judge.

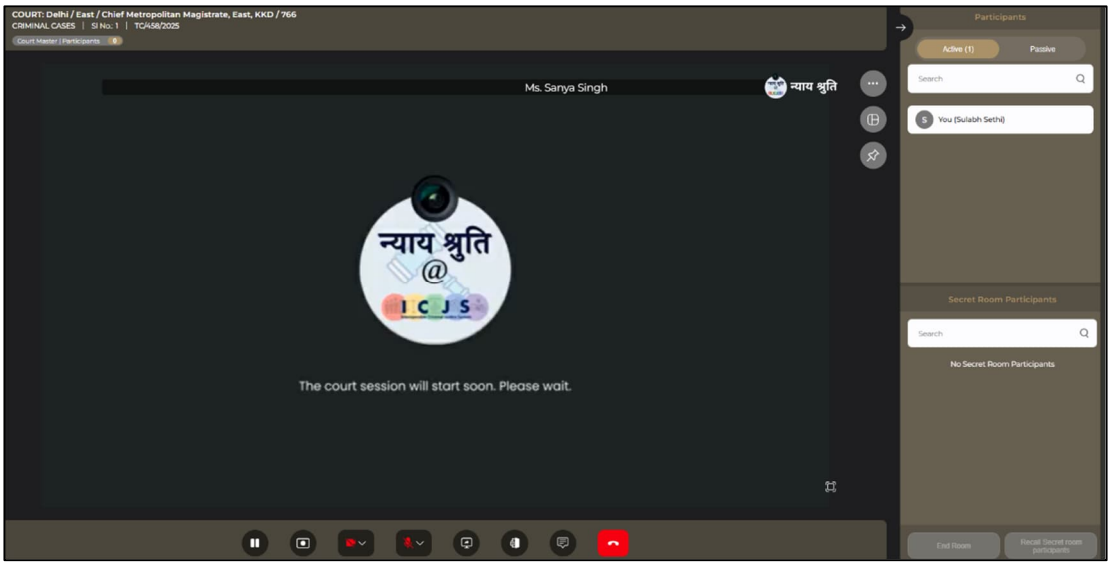


5. Flash Message - By selecting the “Flash Message” option, the Master can broadcast an important message to all connected participants in real time. A text field is provided at the bottom-right corner where the message can be typed and clicking the “Add Message” button will instantly display it to every user in the session. This ensures that urgent announcements or instructions can be communicated swiftly during the virtual court proceedings.



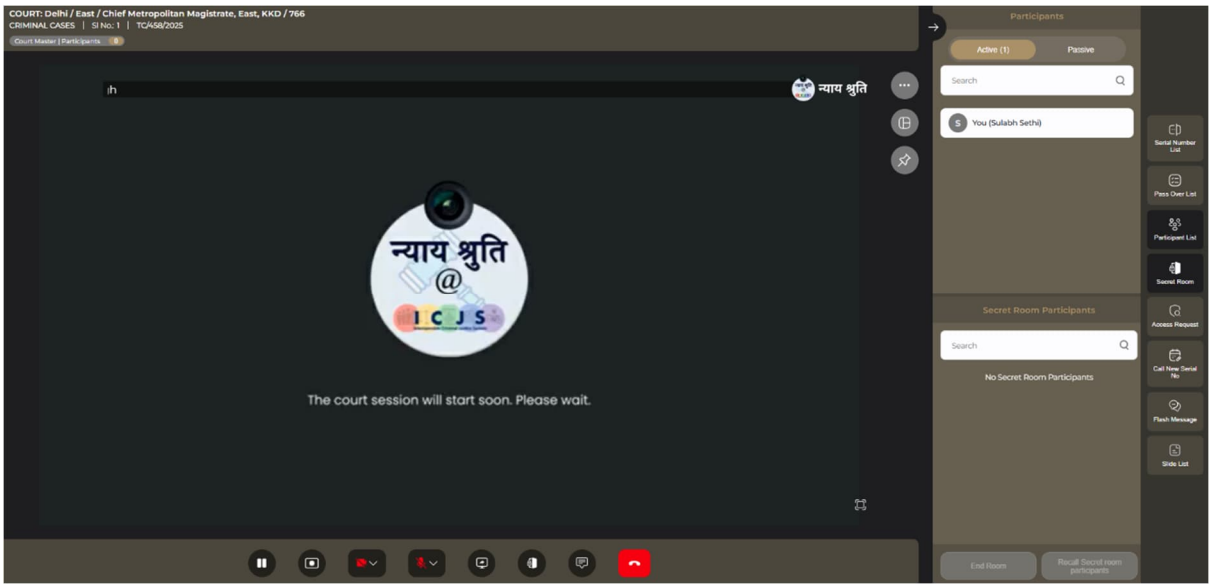
6. Secret Room - The “Secret Room” option allows the Master user to create a private meeting space within the ongoing virtual court session, as instructed by the Judge. This feature is used when confidential discussions or deliberations are required with selected stakeholders. When the Secret Room panel is opened, the Master can view the list of available participants and choose who should be added to the private session. The selected

participants are moved into the Secret Room, where they can interact securely without being visible to the rest of the attendees. A search bar is provided to quickly locate participants. At the bottom of the panel, the

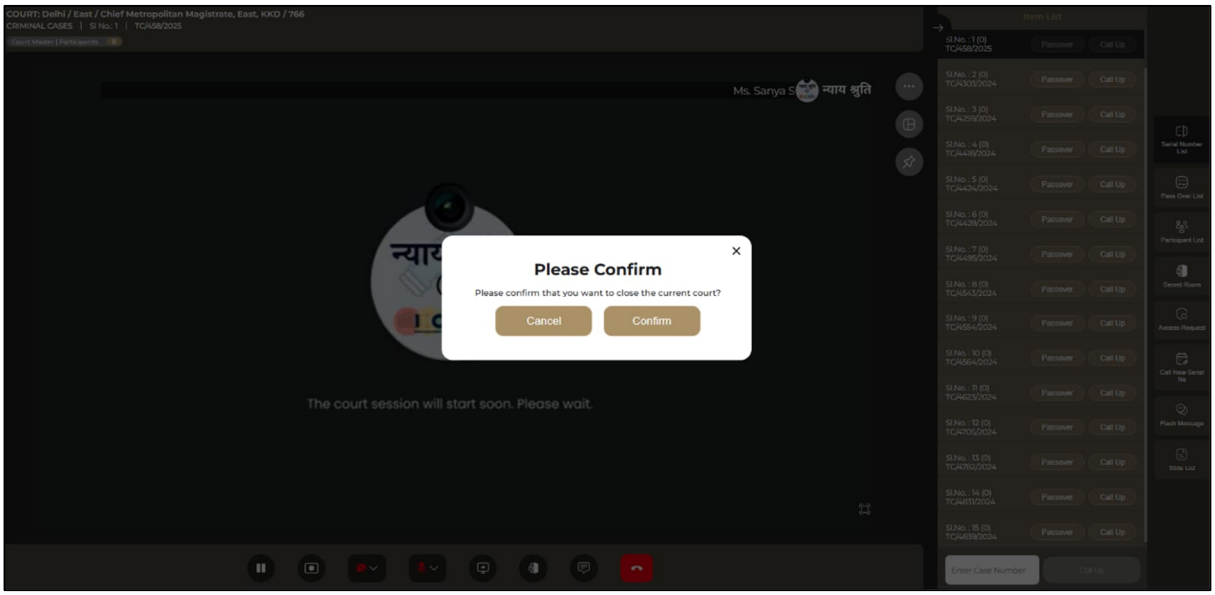


Master can use the “End Room” button to close the private session or “Recall Secret Room Participants” to bring all members back into the main meeting.

7. Participant List - The “Participant List” option displays all users who are currently connected to the ongoing virtual court session. The list is divided into two tabs—Active and Passive—allowing the Master user to easily identify participants who are actively joined in the session and those who are connected in standby mode. A search bar is provided at the top to quickly locate specific individuals. Each participant is shown with their name and status, making it easier for the Master to monitor attendance in real time. This feature ensures that the Master has complete visibility over all participants present in the meeting and can take necessary actions such as moving participants to the Secret Room, responding to access requests, or managing the session flow as required by the Judge.



8. End Virtual Hearing When the Master chooses to end the hearing for the current court session, a confirmation dialog box appears to prevent accidental closure. This pop-up displays the message “Please confirm that you want to close the current court?” and provides two action buttons—“Cancel” and “Confirm.” Selecting “Cancel” returns the user to the ongoing meeting without making any changes, while selecting “Confirm” immediately terminates the active court session for all participants. This safeguard ensures that the hearing is only ended intentionally and maintains the integrity of the virtual court proceedings.



2.1.5. Login for Remaining users

1. Visit https://statename.nyayshruti.nic.in
2. Enter login credentials.
3. View the dashboard showing case summaries and hearing schedules

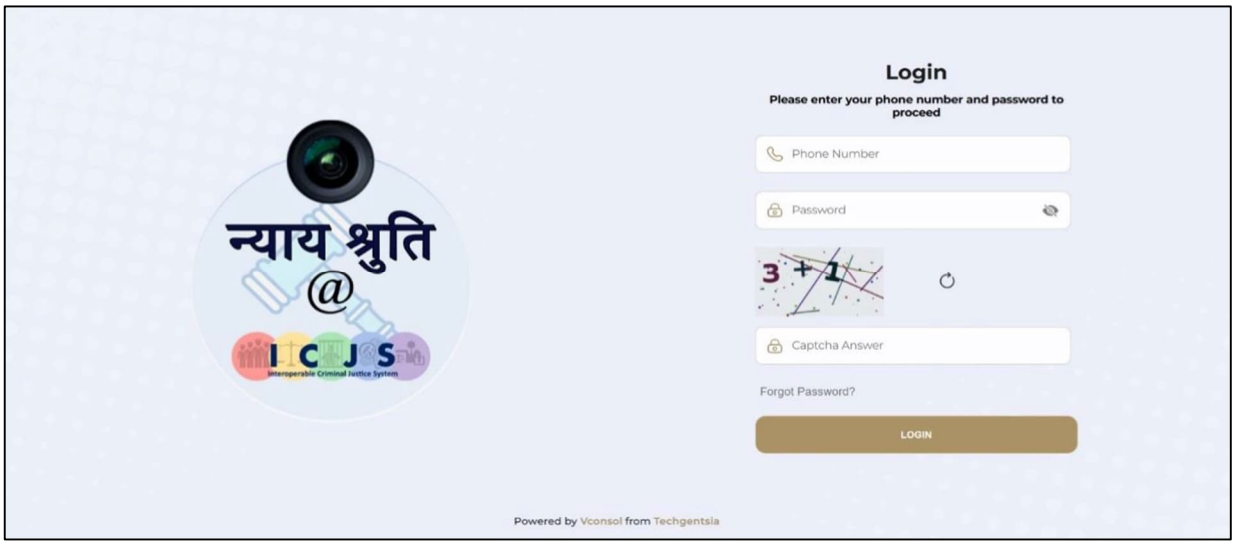


Figure 32: Login Page

2.1.6 Ready to Join

This link allows authorized users to join scheduled meetings directly through the Nyayshruti portal, ensuring secure and seamless participation.

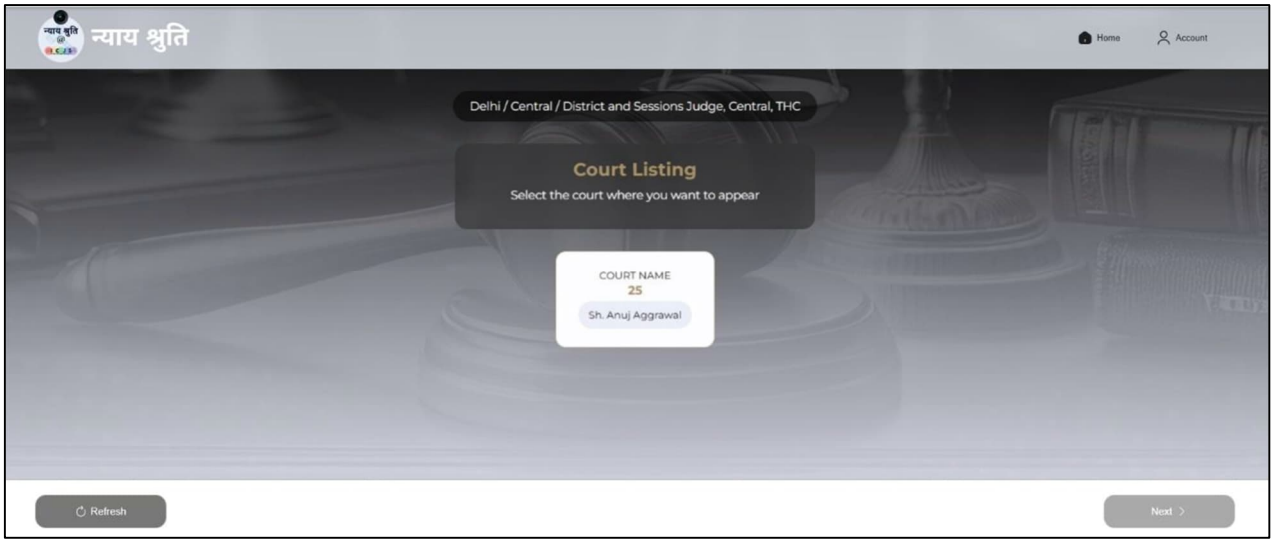


Figure 33: Hearing Joining page

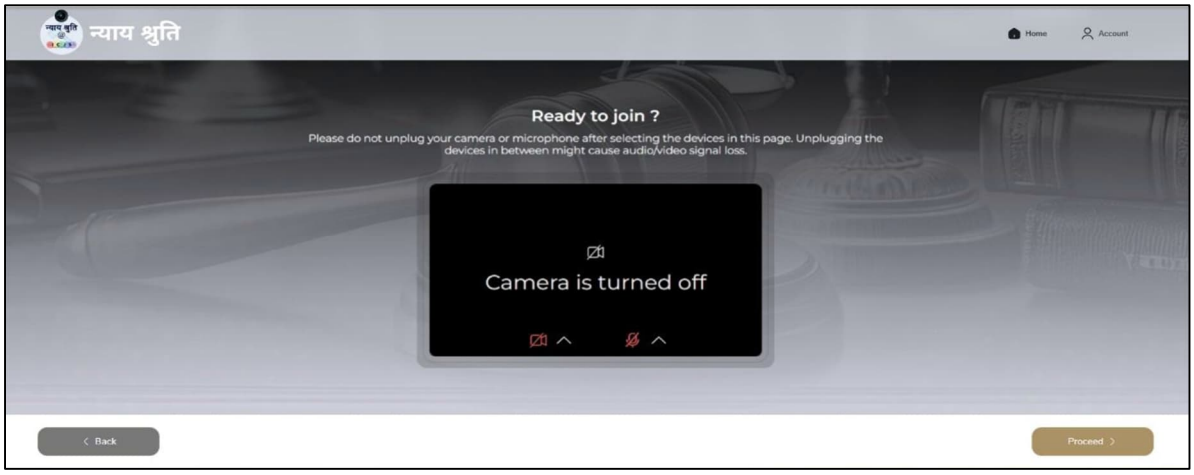


Figure 34: Case joining screen



Contact us

- **Support** and **Helpdesk** Email : **support-nyayshruti@nic.in**
- For more **information**, visit : **https://nyayshruti.nic.in**