December 9, 2016

## **Dashboard and Docket**

## 1. Dashboard

Once an External user logs into PTAB E2E, the dashboard will appear, as shown below in Figure 1: External User Dashboard. The dashboard displays a list of the user's IPR, PGR, CBM, and/or DER cases, recent updates, pending motions, pending appeals, and pending rehearings.

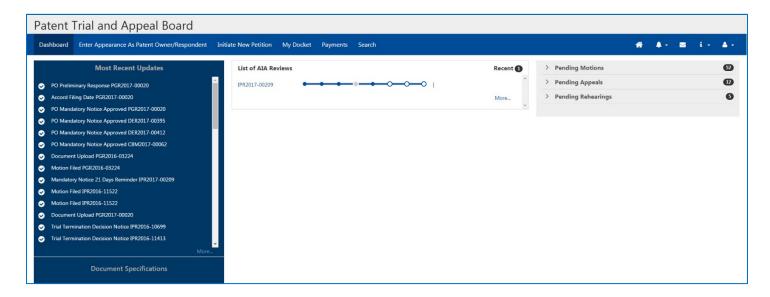


Figure 1: External User Dashboard

As shown in Figure 2: Dashboard Showing Pending Petitions and Status below, each case is represented by a series of circles that correspond to the successive stages of the proceeding, which can be identified by hovering the mouse over the circles. Circles that are filled represent completed stages. **NOTE:** If only the first circle is filled, the Petition has been initiated, but not filed.



Figure 2: Dashboard Showing Pending Petitions and Status





There is a navigation toolbar on the upper right-hand side of the screen (highlighted in the red box in Figure 2: Dashboard Showing Pending Petitions and Status) with icons that provide access to additional functions and information in PTAB E2E.

- The Home icon navigates back to the Dashboard from any level in the system.
- The Bell icon displays a list of Alerts, which are all email notifications of submissions and other milestones.
- The **Mail** icon will inititate an email through the default e-mail client to PTAB E2E Suppport.
- The **Information** (i) icon accesses a menu with links to help guides.
- The People icon accesses a menu with links to the User Profile and provides and option to Log Out.

## 2. My Docket

To access the docket from the Dashboard, go to the Dashboard Ribbon and click on "My Docket."

The Docket has six tabs (shown in the red box in Figure 3: My Document Toolbar below):

- All AlA Reviews lists all AlA Reviews with which the user is associated
- Notifications lists all email notifications in the user's cases
- As Patent Owner/Respondent lists all AIA Reviews in which the user represents the patent owner/respondent
- Motions lists all pending motions in the user's cases
- Rehearings lists all pending rehearing petitions in the user's cases
- AIA Appeals lists all pending appeals in the user's cases



Figure 3: My Docket Toolbar





An External User may refine the docket by clicking on the field "Filter" and entering characters of which a specific case may be categorized (i.e. characters of the Petitioner Name or Patent number).

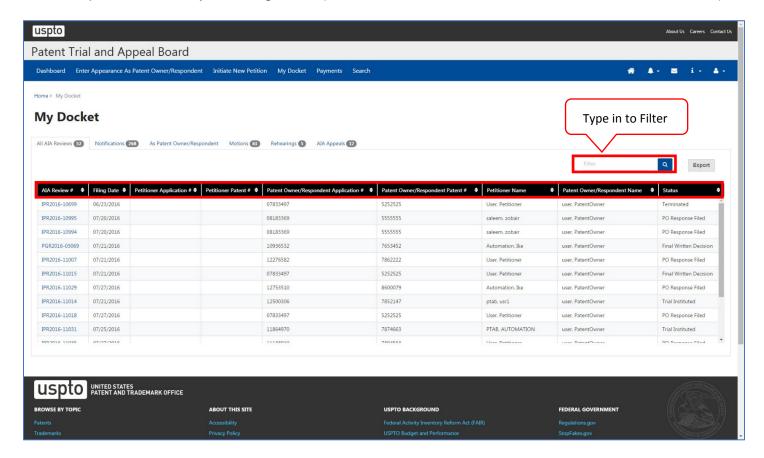


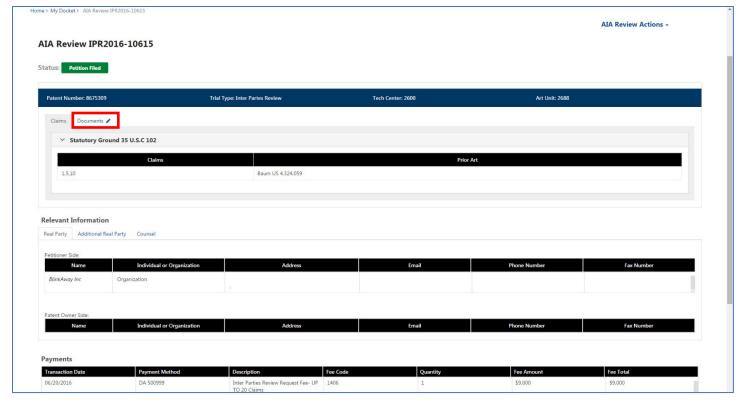
Figure 4: My Docket

When an AIA Review case number is clicked, a description page opens up, an External User can:

- View the challenged claims, relevant information, and transactions made
- Access documents by selecting the "Documents" tab (see red box in Figure 5a: Case Description)
- File papers or take different actions (see Figure 5b: Case Description)
- Export documents







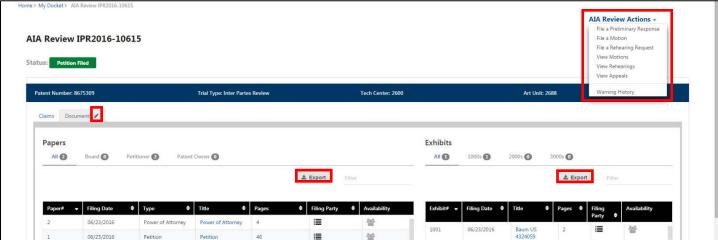


Figure 5a and 5b: Case Description





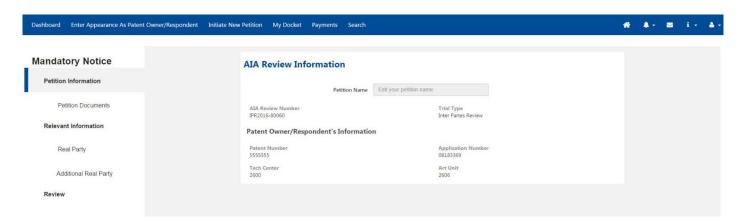
## 2.1 View Appearances

By clicking the "As Patent Owner/Respondent" tab from My Docket, an External User can view the mandatory notices for AIA Reviews by clicking on the eye icon in the "Action" column, seen in Figure 6: My Docket below.



Figure 6: My Docket

The user will then be taken to the detailed Mandatory Notice page, as shown in Figure 7: Mandatory Notice below.



**Figure 7: Mandatory Notice** 

