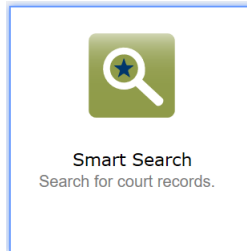


# Using Courthouse Terminal and Public Portal Smart Search

<https://prodkiosk.kscourts.org/ProdKioskPortal/> A secure site available at the courthouse only

<https://prodportal.kscourts.org/ProdPortal/> A public webpage available on any browser



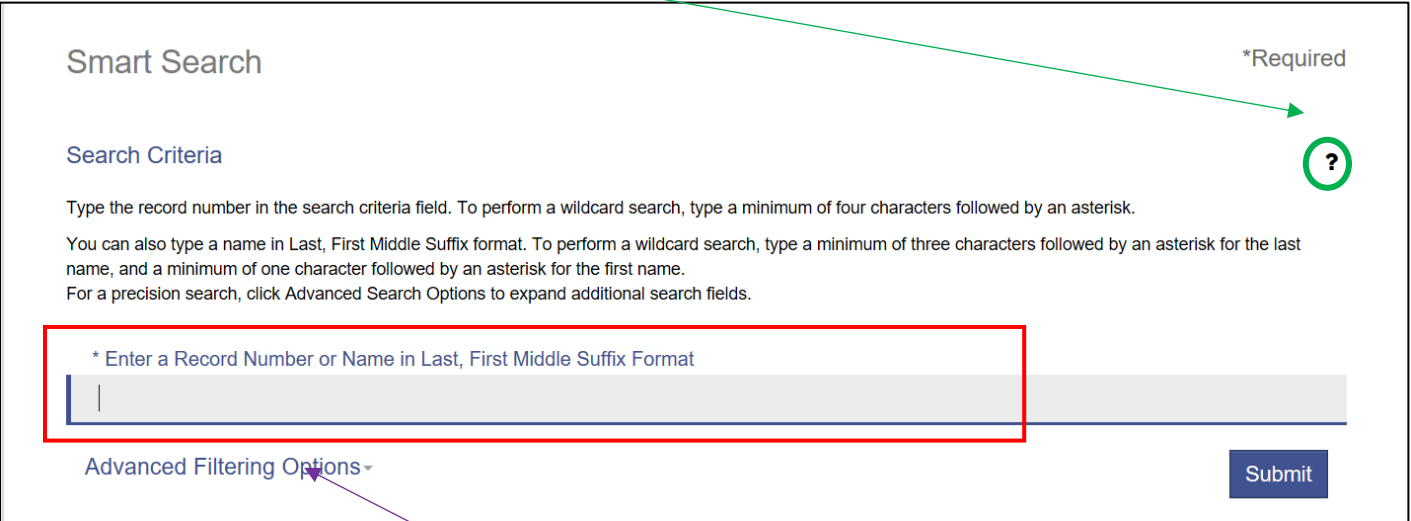
A Record (case) Number or Name is required for all searches.

*Index Only parties are not available for public searches*

*Case lists can be searched for by entering case year, case type identifier and \* for pre-Odyssey cases and county identifier, case year, case type identifier and \* for Odyssey cases.*

<small>* Enter a Record Number or Name in Last, First Middle Suffix Format</small>		<small>* Enter a Record Number or Name in Last, First Middle Suffix Format</small>
2019CR*	OR	DK2019CR*

Select the ? to reveal search tips. The wildcard is looking for data after itself, a last name must be incomplete to bring up results when using it.



Smart Search \*Required

Search Criteria ?

Type the record number in the search criteria field. To perform a wildcard search, type a minimum of four characters followed by an asterisk.

You can also type a name in Last, First Middle Suffix format. To perform a wildcard search, type a minimum of three characters followed by an asterisk for the last name, and a minimum of one character followed by an asterisk for the first name.

For a precision search, click Advanced Search Options to expand additional search fields.

\* Enter a Record Number or Name in Last, First Middle Suffix Format

Advanced Filtering Options - Submit

Select Advance Filtering Options to reveal additional case search options.

Note on Documents: Converted documents from the Case Management System used before Odyssey are NOT available on the Public Portal search from the web. Public converted documents are available on the Courthouse Terminals.

# Advanced Filtering Options

## General Filtering Options

### General Filtering Options

Filter by Location  
All Locations ▼

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Filter by Search Type  
Smart Search ▼

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Include

- Cases
- Judgments

Filter by Location – Use the dropdown arrow to select All Locations or an individual Odyssey county.

Filter by Search Type – Options are Smart Search, Attorney Bar Number, Attorney Name, Business Name, Case Cross Reference Number, Case Number, Citation Number, Judicial Officer, Nickname, Party Name.

## Additional Party Search Filters

### Additional Party Search Filters

Search by

- Party Name
- Business Name
- Nickname

Filter by FBI Number

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Filter by SO Number

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Filter by Booking Number

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Search by Party Name, Business Name and/or Nickname. Business name must be checked if searching for a business.

KBI Number, SO Number or Booking Number can be entered to search by.

### Search Cases

Search Cases

Filter by Case Type ▼

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Filter by Case Status ▼

---

Filter by File Date Start Filter by File Date End

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Filter by Judicial Officer ▼

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Filter by Case Type – Use the dropdown to select a case category.

Filter by Case Status – Use the dropdown to select a case status.

Select File Date Start and File Date End to enter a file date range.

Filter by Judicial Officer – Use the dropdown to select a Judge.