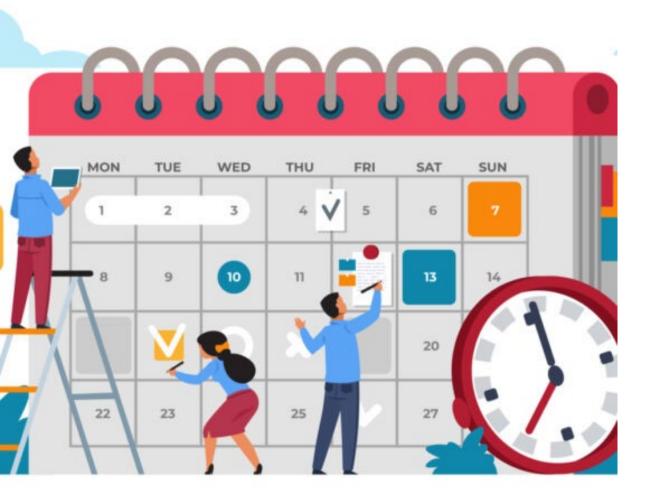


# Centralized Duty Counsel Shiftboard Training

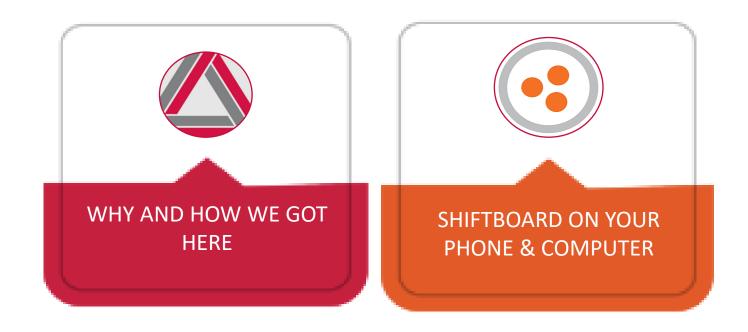


# Agenda

- 1. Overview
- 2. Shiftboard Demonstration
- 3. What to Expect
- 4. Q&A



#### Centralized Duty Counsel Scheduling





### **Shiftboard Access**

# The Shiftboard link can be accessed through the Legal Aid website under Roster Resources

Welcome to the roster lawyer's hub for announcements, information about how LAA works and other helpful tips for taking legal aid cases. Please visit the secure Lawyer Portal to accept and manage certificates and update your personal profile.

LAA Policies

Latest Updates

Lawyer Portal

Shiftboard

Support and Resources

Lawyer Panels

Roster Report Newsletter

Webinars

Contact Us

#### Shiftboard

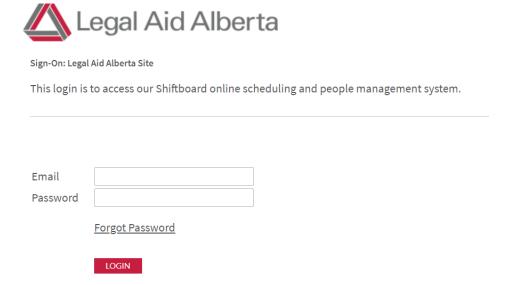
Legal Aid Alberta has launched Shiftboard, a new, user-friendly scheduling system to help our roster lawyers manage duty counsel scheduling.

Sign in to manage your duty counsel schedule.

SHIFTBOARD



#### Shiftboard Demo







# What to Expect

Your Shiftboard username and password will be emailed to you on May 16

From: Duty Counsel Team <messages@shiftboard.com>

Sent: Monday, April 25, 2022 3:45 PM To: Test Lawyer (email@yahoo.ca) Subject: Welcome to Legal Aid Alberta

Hello Test,

Your personal account:

Sign-In: email@yahoo.ca

Temp Password: examplepassword1

Legal Aid: https://www.shiftboard.com/legalaidalberta

Thank you for registering for Legal Alberta!

Sign-in, review and pick-up your current shift schedule online.

Have a great day

Need Help? Click Feedback or call for telephone assistance: 780.643.9282

Sent by Legal Aid - Sandbox (API) https://www.shiftboard.com/legalaidalberta

powered by Shiftboard <a href="https://www.shiftboard.com">https://www.shiftboard.com</a>



# What to Expect

- You will receive an email when the sign-up lists open
- Your calendar will include the open signup lists for July and August 2022
- Certificates will still be generated in Lawyer Portal for statistics and invoicing



#### Duty Counsel Team (sent by Jame...





Shiftboard,

Good Afternoon.

The July duty counsel shifts will be released for sign up on Monday, May 16th. You have until the end of the day on Tuesday, May 24th to add your name to the sign up list.

Thank you,

**Duty Counsel Team** 

Need Help? Click Feedback or call for telephone

assistance: 780.643.9282

Sent by Legal Aid - Sandbox (API) https://www.shiftboard.com/testlegalaid

powered by Shiftboard



### Questions?



Please submit ideas, suggestions, issues or questions directly to dutycounsel@legalaid.ab.ca

