

Electronic Benchbook (EBB) Offline Version Download and Setup Quick Start Reference

Introduction

The EBB is a web-based application that is used to generate a Benchbook for judges. It allows judges to create a customized Benchbook for a specific case by selecting various preconfigured section templates, which ensures all pertinent information is assembled and available for use.

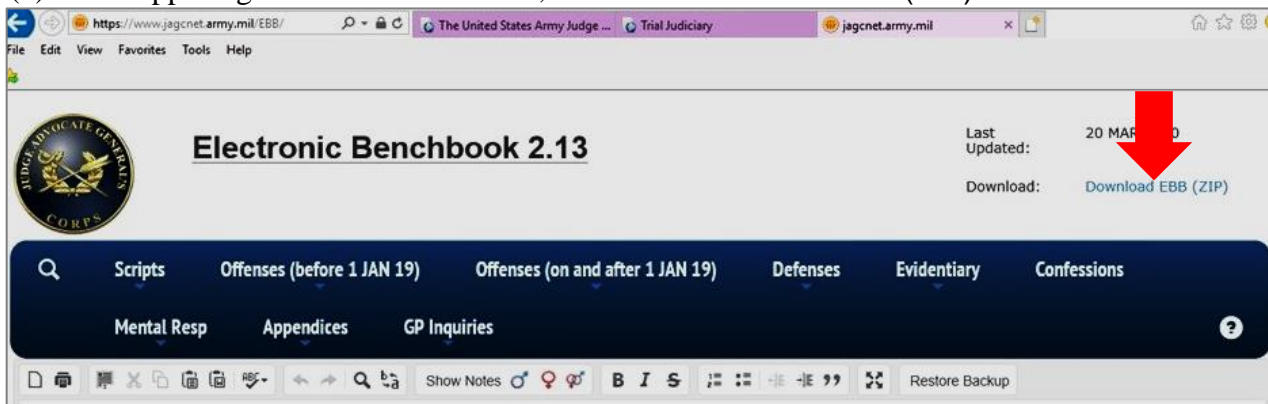
There are two ways to use EBB – either online or offline. Most users elect to use EBB online, directly from the site. When using this method, there is no installation or configuration required. This is the recommended way to use the application; particularly for users with internet connectivity.

If you would like to use EBB offline, without the need for internet connectivity, then you may elect to setup and use EBB locally.

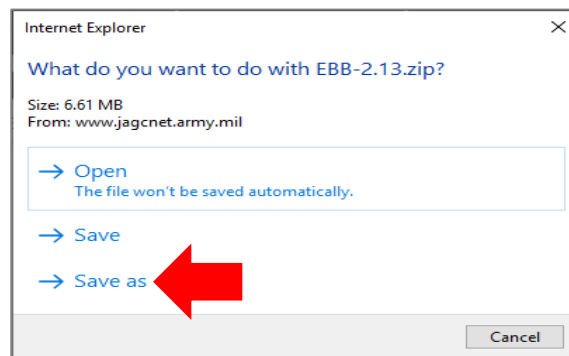
Five Simple Steps to Download the EBB

(1) Navigate to the EBB on this website: <https://www.jagcnet.army.mil/EBB/>

(2) In the upper right corner of the screen, click on “Download EBB (ZIP).”

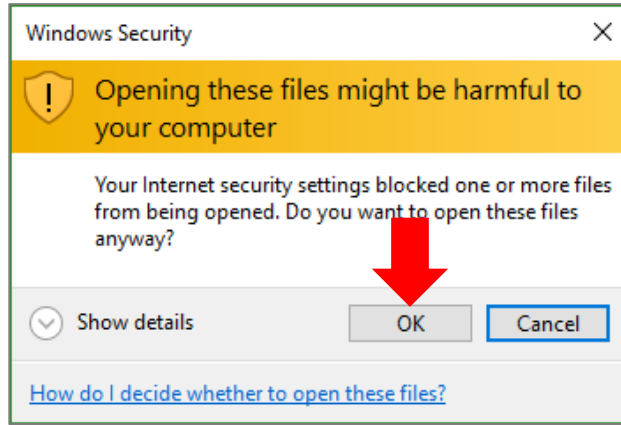


(3) You should then be prompted as to whether you wish to Save or Open the Zip file. It is recommended that you select the “Save as” option, so that you are able to dictate the location to which the ZIP file will be saved. The ZIP file is fairly large; so depending on your internet connection, it could take several minutes to download.

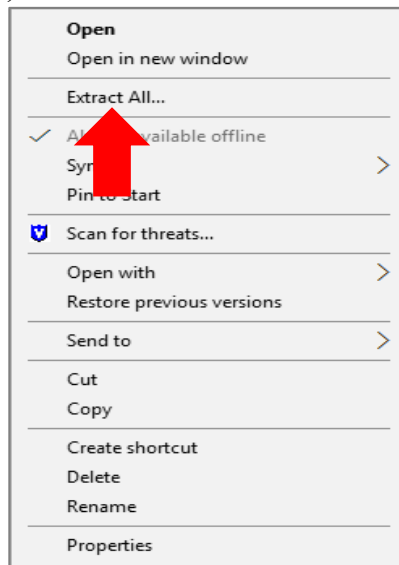


(4) Once the ZIP file has completed its download, navigate to the folder in which you saved it, and right-click on the ZIP file.

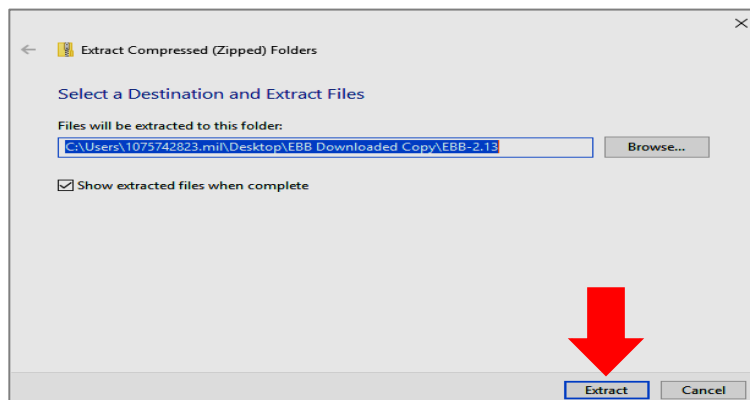
(a) Depending on your internet security settings, you may receive the following notification. If so, click “OK”:



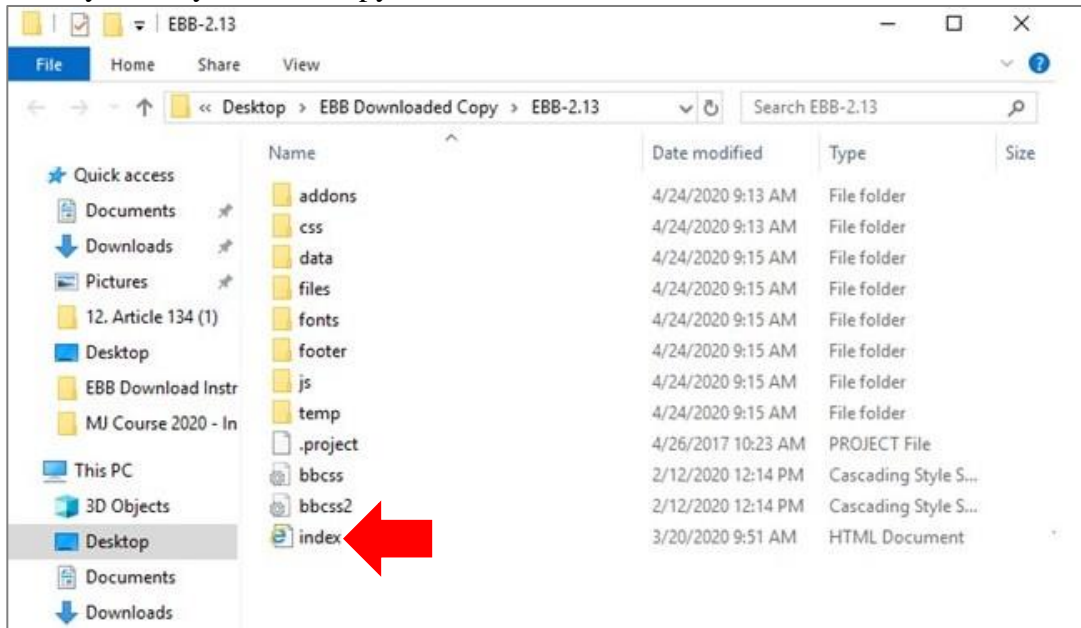
(b) On the resulting menu, click “Extract All...”



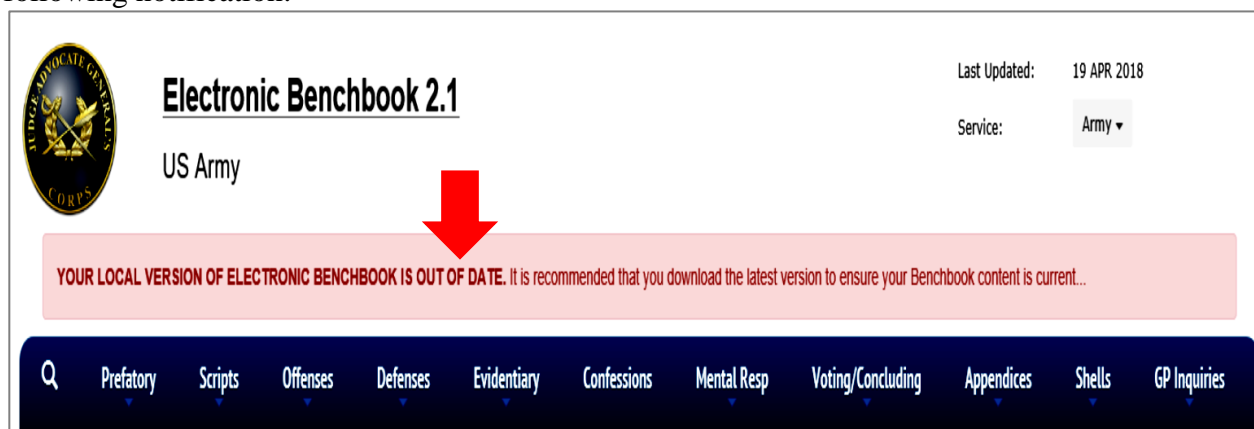
(c) Click “Extract”



(5) **Opening the EBB.** Once all the files have extracted, navigate to the folder in which you saved the EBB. At the bottom of the field list will be “index” or “index.html.” Double-click on it to open EBB. Depending on your security settings, you may get a message that asks you if you want to “Allow Blocked Content.” If you get this message, click “Allow Blocked Content.” You are now ready to use your local copy of the EBB.



NOTE: If you are using a previously downloaded version of EBB and are connected to the internet, EBB will automatically compare your local version to the most recent version available online. If your local version is an older version than is available online, you will receive the following notification:



If you get this message, then simply follow the process above to obtain the most recent version.