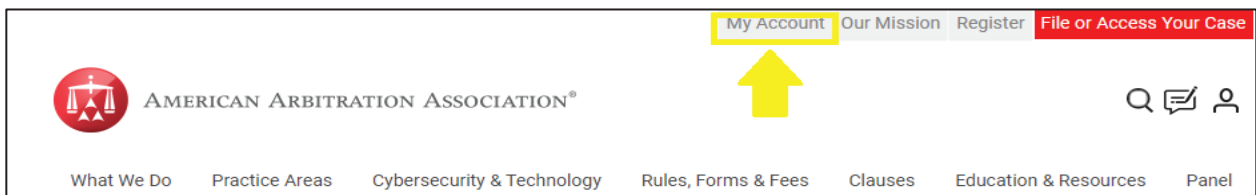




Completing a Strike List Online for Minnesota No-Fault Arbitration

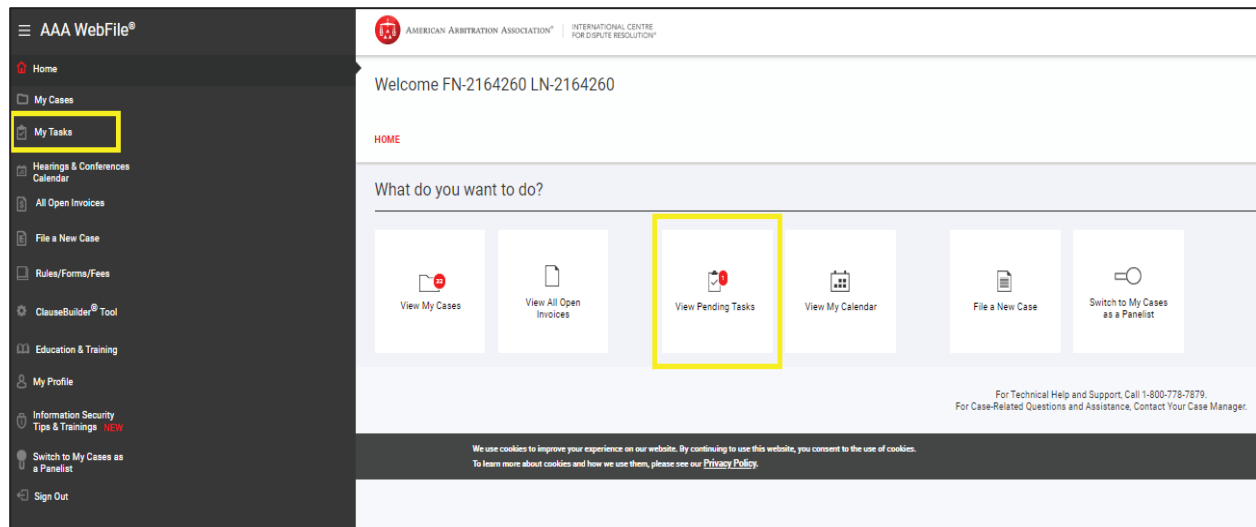
To review and complete strike lists online, please follow the steps below:

1. Log in to your AAA WebFile® account by visiting the AAA's webpage at www.adr.org and navigate to "My Account."



2. Enter your login credentials.

3. Click on either "My Tasks" from the left menu bar or "View Pending Tasks" to view cases with pending strike lists.





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You will be directed to a screen that lists all pending tasks with the associated case information. Tasks identified as "Rank List" are pending strike lists. The due date for each task is noted in the column to the right of the task.

4. Click on the "Rank List" task for the case you want to complete.

CASE NUMBER	TASK	DUE DATE	CLAIMANT	RESPONDENT
01-20-0015-6178	Rank List	9/16/2022	CAP-012000156178-1-C-8992	CAP-012000156178-2-R-8992
01-21-0002-1705	Provide Availability	9/16/2022	CAP-012100021705-1-C-1067	CAP-012100021705-2-R-1067
01-21-0002-4700	Rank List	9/16/2022	CAP-012100024700-1-C-1077	CAP-012100024700-2-R-1077

5. You will be directed to Rank List screen. After reading the instructions, click "Next."

Case Caption: CAP-012000156178-1-C-899237 v. CAP-0... et al
Case Number: 01-20-0015-6178

Case Manager: Kelly A Baker kab@adrsm.adr.org
Phone: (706) 613-2700

Review Instructions Strikes and Rank names Final Review & Submit

The list of arbitrators has been prepared and will appear on the next screen

Unless otherwise agreed by the parties, you will have the opportunity to review the list prepared for your case by the case manager. You will have the opportunity to strike names objected to and number the remaining names in order of preference. The other party or parties in your case will do the same, and the case manager will then invite the mutually highest ranked person to serve. If that panelist is unable to serve, the case manager will invite the next mutually highest ranked person. If you do not strike and rank the list within the time specified, all panelists listed shall be deemed acceptable to you. Your rankings are confidential and are not viewable by any potential panelist or the opposing parties. If the parties fail to agree on any of the panelists listed, or if acceptable panelists are unable to act, or if for any other reason the appointment cannot be made from the submitted lists, the AAA may have the power to make the appointment from among other members of panel without the submission of additional lists. Please consult your case manager with any questions.

NEXT STEPS:

- Strike and rank names in your order of preference
- Review and Submit your list

6. On the next screen, follow the instructions on the screen to review resumes and rank arbitrators. Please note, you may only strike one arbitrator. The remaining arbitrators should be ranked 1-3, with 1 being your most preferred choice.

Case Caption: CAP-012000156178-1-C-899237 v. CAP-0... et al
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Review Instructions **Strikes and Rank names** Final Review & Submit

Rank List: List2

- Use the drop down menu to rank each name in order of preference.
- Select "X" to strike a name.
- Any names left unranked will be treated as the least preferred.
- Click a name to view the panelist's resume.
- If a video link appears, click that link to see a video of the panelist.

NAME	VIDEO	RANK
PN-14557 LN-14557		<input type="text"/>
PN-17225 LN-17225		<input type="text"/>
PN-1932515 LN-1932515		<input type="text"/>
PN-4076677 LN-4076677		<input type="text"/>



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7. Next, you will have the opportunity to review your rankings and, if correct, click "Submit."

Rank List: List2

These are your final strikes and rankings. If satisfied, click Submit. If you wish to make any changes, return to the previous screen. A record of your rankings will be available.

NAME	RANK
FN-1932515 LN-1932515	1
FN-17225 LN-17225	2
FN-14557 LN-14557	3
FN-4076677 LN-4076677	X

A copy of your submission will appear in the case document grid within a few minutes of submission. If the list does not appear in the grid, click on "Refresh."

Please note that neither the arbitrator once appointed nor opposing counsel can see your submitted rank list. Any questions should be directed to your Case Administrator.