Recent Matters tab and how it populates

This screen is primarily used to enable the user to select a matter to work on. The screen holds a list of matters for the author in one of the following options:

1. My and Recently Worked on Matters
   Displays all current matters of which the logged on author is in charge of the matter. It also contains all matters he/she has recently worked on. A recently worked on matter is a matter, which has been worked on (had time recorded or file notes saved) within the last 30 calendar days (does not have to be a matter on which the logged on author is in charge);
   OR
2. Recently Worked on Matters
   Displays all matters worked on by the logged on author within the last 30 calendar days.

As to whether the Recent Matters screen shows 1 or 2 is dependent upon whether the Menubar > Parameters > Set Parameters > Matter and Client > Lawyers Workbench Options > Operations tab "Only Display Recent Matters" option is ticked or not.

So either:

   a. Matters in the Lawyers Recent Matters list were assigned to another Lawyer thus removing them from the My and Recently Worked on Matters list; and/or
   b. No time or file note had been saved on the matters that disappeared by that Lawyer in the last 30 days.

> ⓘ   NOTE: rolling of the end of month doesn't affect the recent matters list

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