

Using the pronouncement-card builder – transcript

The pronouncement-card builder can be accessed via the Sentencing Council website (<https://www.sentencingcouncil.org.uk/the-magistrates-court-sentencing-guidelines/>) or the Sentencing Council icon on the court laptop homepage. This is a red tile displaying the Sentencing Council logo.

Go to the sentencing guidelines magistrates' section and select the pronouncement-card icon. This is the third icon from the bottom on the blue toolbar on the left-hand side of the page and displays an image of a speech bubble. Once you select this, you'll be taken to the pronouncement options. The pronouncement-card builder is the last item on the list.

The pronouncement-card builder includes the adult and youth pronouncement cards, each with their own tab.

For the Welsh language, select the Welsh language tab. Select the tab for adult or youth as appropriate.

Search for the cards you want by either typing a keyword in the search bar or scrolling down the alphabetical list of cards.

In this example, we're going to choose the pronouncement card for imposing a community order. Drag the card from the left-hand column across to the right. The community order requirements can then be added, for example unpaid work. You can move as many cards across as required to create your pronouncement. Drag the selected cards up and down to put them in the order you want to read them. Once you have selected all the pronouncement cards that you need, select "Create pronouncement". This will display your tailored pronouncement.

Once you've made your pronouncement, to return to the pronouncement builder home page, select the white cross in a blue square displayed at the bottom right or top right of the page.

To delete the pronouncement, select "Clear pronouncement", and you are ready to create a new pronouncement.

Select the magnifying glass icon in the left-hand menu to return to the sentencing guidelines.

If you have any queries about the content of the pronouncement cards, please contact the Judicial College publications team: jcpublications@judiciary.uk

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