CM/ECF
Version 6.1 Updates
For Attorney E-Filers and
PACER Users

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Docketing

Attorneys no longer can be added as counsel for an opposing party. For example, an attorney for the plaintiff cannot add himself as an attorney for the defendant. If any non-terminated attorney has attorney records in a case, only the parties on the attorney's "side" will be displayed on the **Select the Filer** screen.
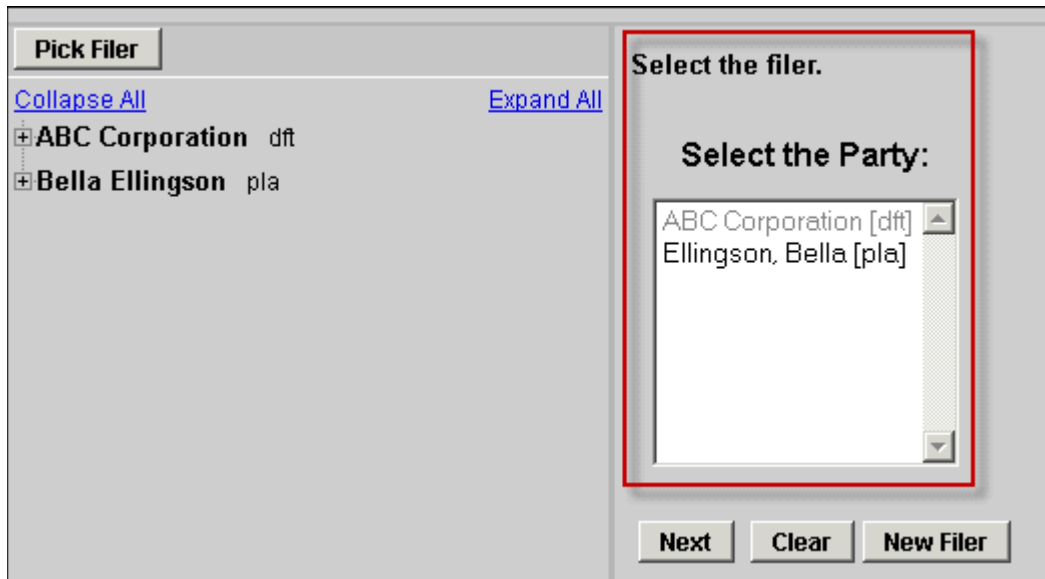
Terminated or new attorneys can be added to either side, but not both. If a terminated or new attorney selects parties from the opposing side, the application will display the pop-up message below, the selected parties will be deselected, and you will not advance to the next screen. Click the **OK** button and select the party you represent.
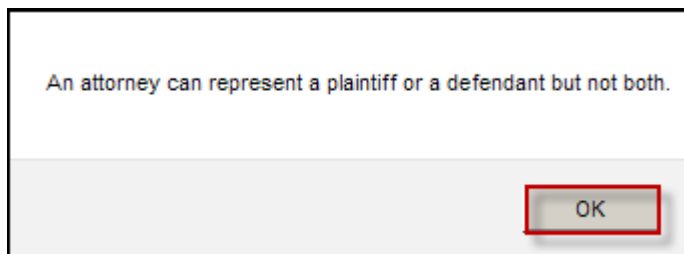
Previously when filing jointly signed documents which required two or more signatures, e.g. stipulations, joint motion, joint exhibit list, and Rule 26(f) report, you had to select all parties who signed the document as the filer. Now, you will only select the party that you represent as the filer.

The following events Stipulation, Stipulation of Dismissal and Rule 26(f) Report now have a prompt directing the filer to enter the names of all other parties who have also jointly signed the document.

Enter the names for all other parties who have also jointly signed this document:
1. Party Name: ABC Corporation

2. Party Name: XYZ Corporation

3. Party Name:

4. Party Name:

5. Party Name:

Next   Clear

Query

- The following new message appears on the Query selection criteria screen:

> **WARNING: Search results from this screen are NOT subject to the 30 page limit on PACER charges. Please be as specific as possible with your search criteria.**

- Party roles are now displayed beside party names listed on the **Select A Person** query screen. The party's role will appear in brackets after the (pty) designation for each party.

- The Query selection screen now includes an **Exact Matches Only** checkbox beside the Last/Business Name field. If this option is checked, the results include only exact matches to the search string entered in the Last/Business Name field.

Utilities

Two new links are now available under **Utilities.** Both of these links open in separate windows.

- **Links to Other Courts** menu item points to the court PACER links page on the PACER Service Center website. PACER users can more easily navigate from one court to another without having to access the PACER Service Center website outside of CM/ECF.

- The **PACER Case Locator (National Index)** menu item points to the *PACER Case Locator* on the PACER Service Center's website.

Docket Report

- If an attorney has an inactive email address, the label **(Inactive)** now appears beside the email address on the docket sheet. An attorney's primary email becomes inactive if, on the email information screen, the question 'Should this email receive notices?' is set to *No*.

- The *View Multiple Documents* and *Create Appendix* options on the **Docket Report** selection screen provide checkboxes for each of the docket entries, and the user can select specific docket entries and then either view or download the associated documents, which are contained in a combined PDF document

- For the *View Multiple Documents, Create Record on Appeal,* and *Create Appendix* options on the **Docket Report** selection screen, the **View Selected** button is not active until the user selects at least one docket entry.

Criminal Cases Report

The selection criteria screen for the **Criminal Cases** report now includes an option so the user can determine whether Central Violations Bureau (CVB) cases should be included in the report output.

Mobile Query

The mobile PACER Case Locator (PCL) provided by the PACER service center is now linked to the District CM/ECF application. The mobile query interface offers a simplified user experience optimized for display on mobile devices. This interface incorporates the following functions:

- Search interface
- Party selection from party name search result list
- Case selection from case search result list based on case or party name search
- Attorney information for selected case
- Party information for selected case
- Deadlines/Hearings for selected case
- Docket entries for selected case
- PACER login

Accessing the Mobile Query

Users can access the mobile query via one of the following locations:

1. The **Mobile Query** link on the **Query** selection criteria page

2. The **Mobile Query** link on the **Query** results page.

3. A case link from the mobile PACER Case Locator.

Mobile Query User Interface

All interfaces in the mobile query include five elements on each page:

1. Back button ;
2. Title CM/ECF Mobile—MND;
3. Logout button ;
4. Court home page button ;
5. Search field for party name or case searches.
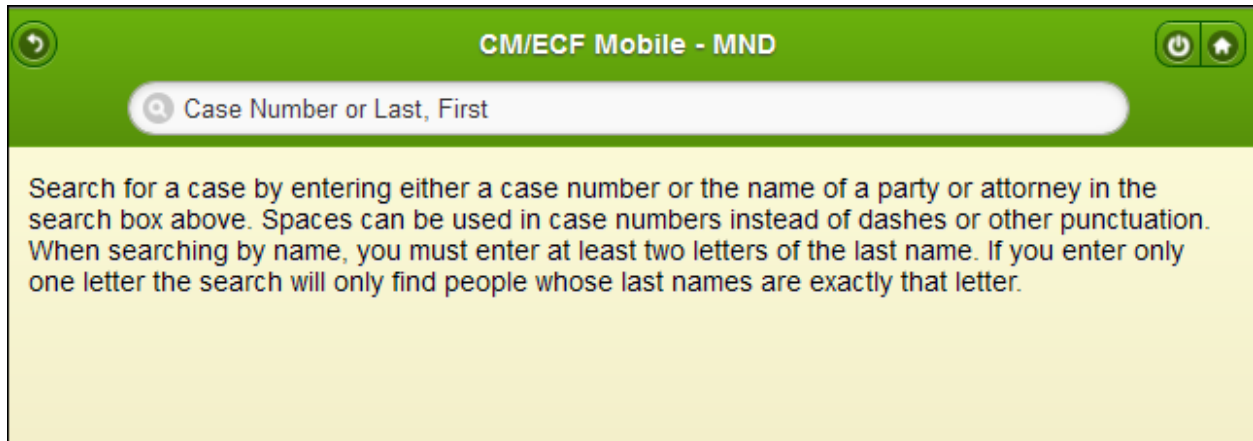
When clicked, the **logout** button redirects to the mobile query version of the PACER-only login page. The **logout** button is not available on this login screen.

The default search screen contains one text field that allows users to search by case number, party name, or attorney.

However, the mobile query site is optional, and users can choose to access the full CM/ECF site from their mobile devices. At the bottom of each page, a *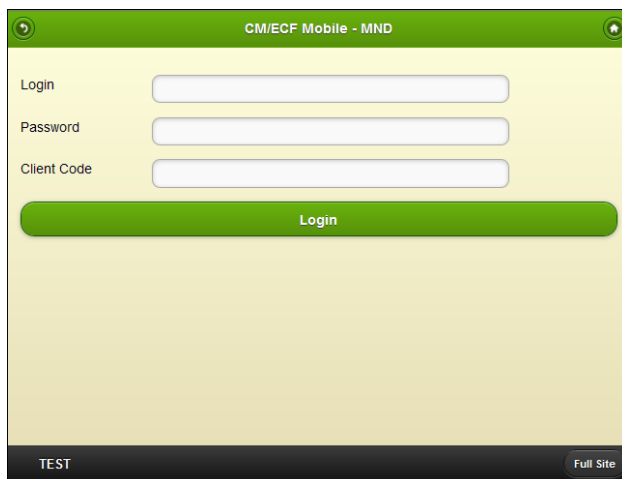*Full Site** button provides access to the standard-formatted application interface page. If the user clicks the **Full Site** button, the full site is set as the default for approximately twelve hours. If any specific page generates a PACER billing receipt, a summary form of the billing information is displayed in the black bar along the bottom of the page.
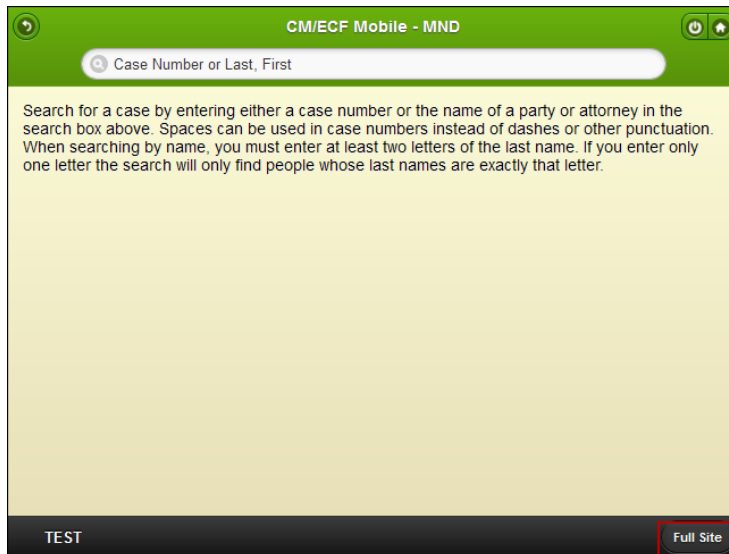
Name Searches

For name searches, the required format is Last Name, First Name, where a comma separates the two parts. The first name is optional. When searching by name, the user must enter at least two letters of the last name. If only one letter is entered, the search will only find parties or attorneys whose last names are exactly that letter.

If a party name search returns more than one possible match based on the criteria provided, the mobile interface presents the user with a list of all matching names and requires the user to select a specific name.

If more than eight results are returned on any query page (excluding the docket entries page), above the list, an on-page filter allows the user to search the results already downloaded to the browser. This does not affect PACER billing.

If only one case is linked to a specific name, the case results for that case is returned.
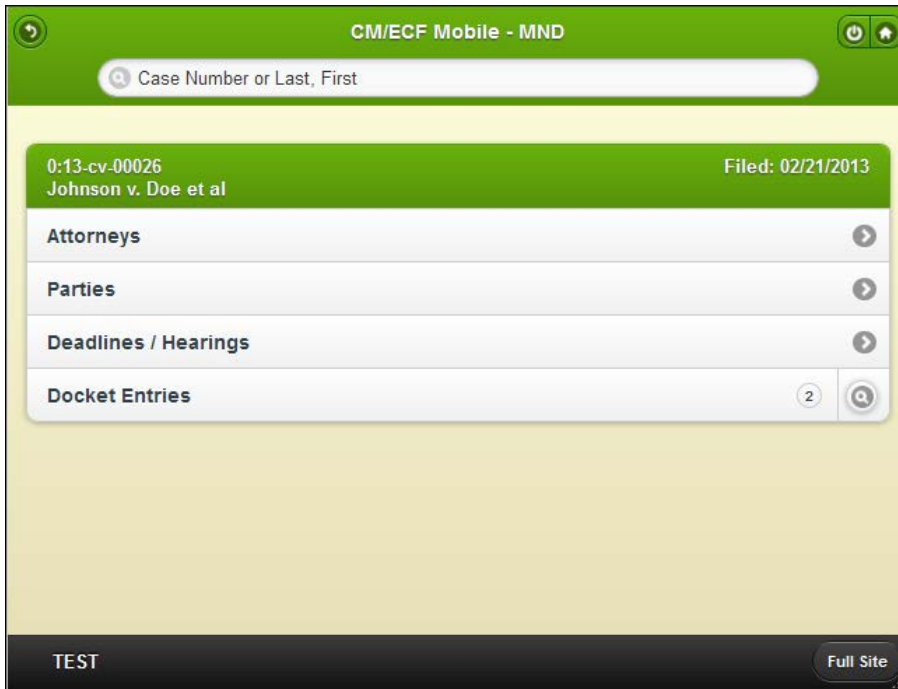
If one name matches the initial search but is linked to multiple cases, or if a user selects a name from the result list of a multi-response search, a list of cases associated with that party is displayed. When a case is selected from this list, the case query result page is displayed.

Case Searches

Entering a numeric search term triggers a case number search. If an alphanumeric search term is entered, it triggers a party or attorney name search. If a case number search returns no results, the system automatically runs a name search using the same terms. Spaces can be used in case numbers instead of dashes or other punctuation.

The case number search does not generate a PACER billing receipt, since the standard query application does not bill for the case number lookup.

If a case search returns more than one possible match based on the criteria provided, the mobile interface presents the user with a list of all matching cases and requires the user to select a specific case before proceeding to the case query result screen. When a case is selected from this list, the case query result for that specific case is displayed.

If only one case matches the case criteria provided, the case query result page is displayed.
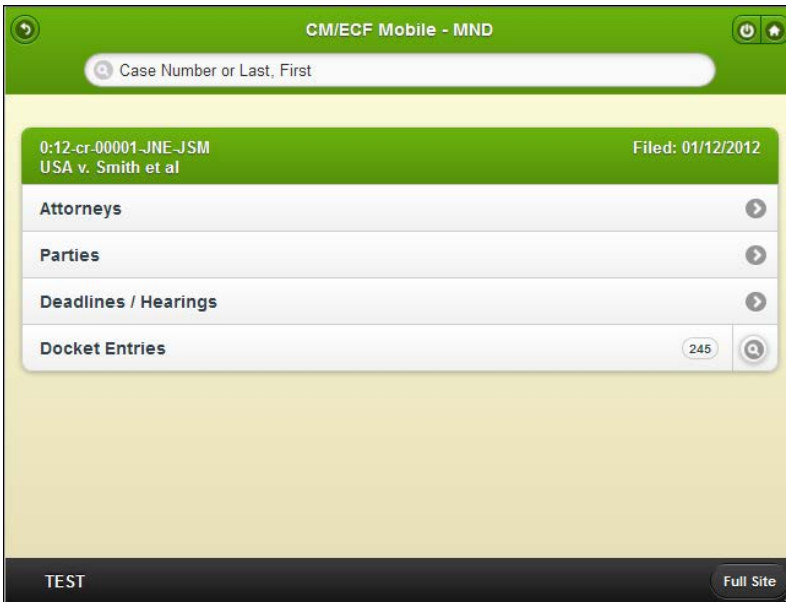
Case Query Results

When a search is run, the Mobile Query displays results in the case query result page (see figure 1). This screen presents the following information:

- case number, short title, and date filed;
- link to see attorney information in the case;
- link to see party information in the case;
- link to see deadline/hearing information in the case;
- link to show all docket entries, and the number of docket entries that will be shown;
- search icon that brings up a search box to find docket entry information that matches the text entered, (see figure 2).

The Case Query Results screen is similar to the full site Query result page, which does not produce a PACER billing receipt. Billing will occur based on additional selection from this page.

Figure 1-Case Query Result
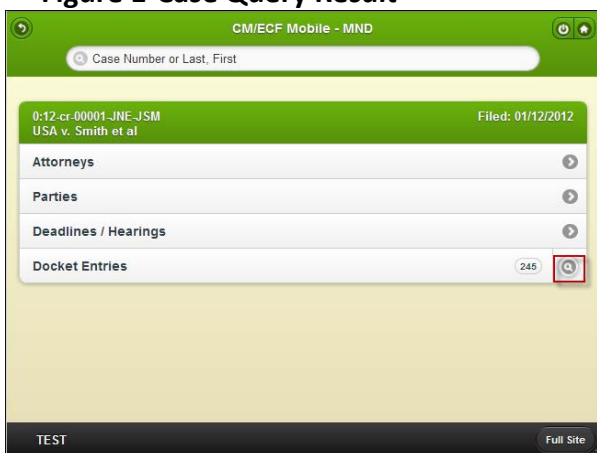
Figure 2-Docket Entry Text Search
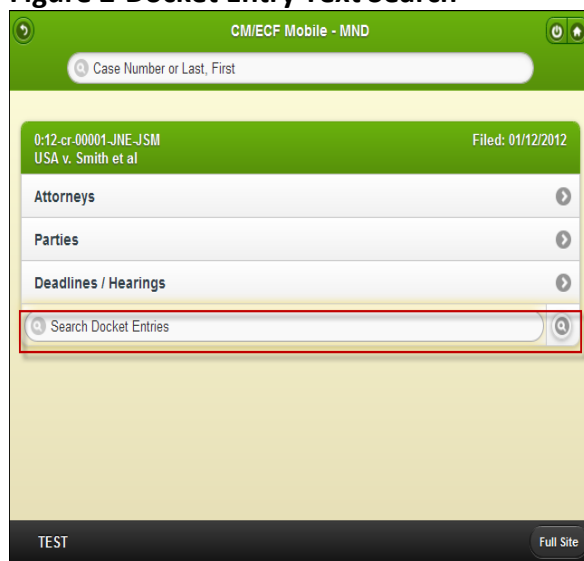
Detailed Case Information Displays

Attorneys, parties, deadlines, and docket entries are listed in similarly formatted lists that wrap to fit on small screens.

Each list header shows the case number, item listed, and the number of matches. If more than eight items appear in the list, a Filter Items search box at the top of the list allows the user to narrow down the list. This Filter Items search box is available on all case details except for docket entries. The user is billed for receiving the total data, not for using this filter to hide data already received.

Attorney Information

CM/ECF Mobile - MND

Case Number or Last, First

2 Attorneys for Case 0:12-cv-00148-DSD-JJK

Lynn Attorney
testattorney@mnd.uscourts.gov
rep. ABC Corporation (Defendant)

Marsha Clark
(612) 664-5600 testatty2@mnd.uscourts.gov
rep. Jackie Ellingson (Plaintiff)

Pages: 1, Cost: 0.10 TEST | Full Site

Party Information

CM/ECF Mobile - MND

Case Number or Last, First

2 Parties for Case 0:12-cv-00148-DSD-JJK

**ABC Corporation**
Defendant

Jackie Ellingson
Plaintiff

Pages: 1, Cost: 0.10 TEST | Full Site

Deadlines/Hearings Information

Docket Entries Information

Docket Entries Using Text Search
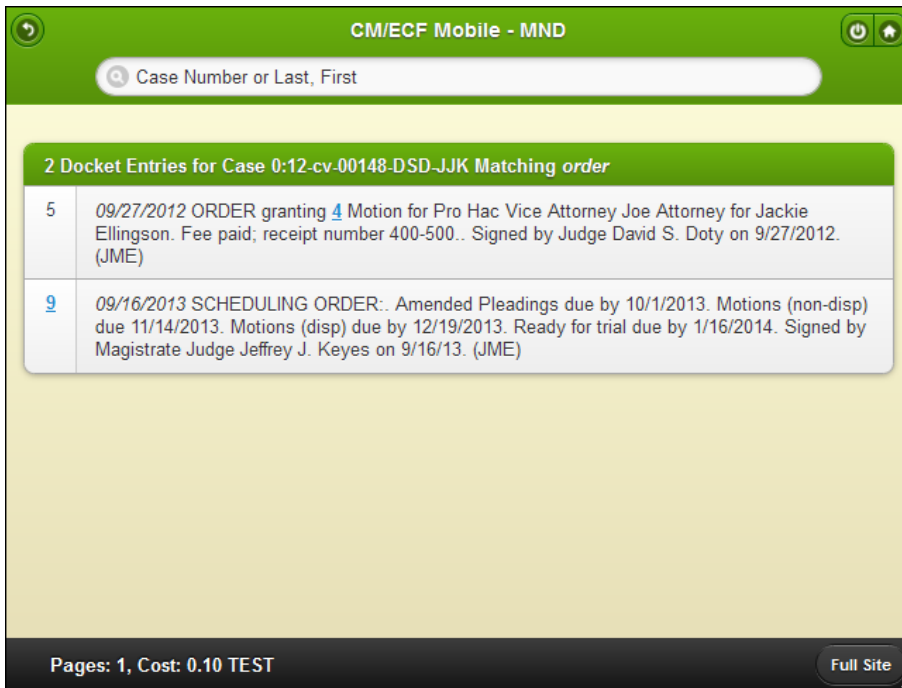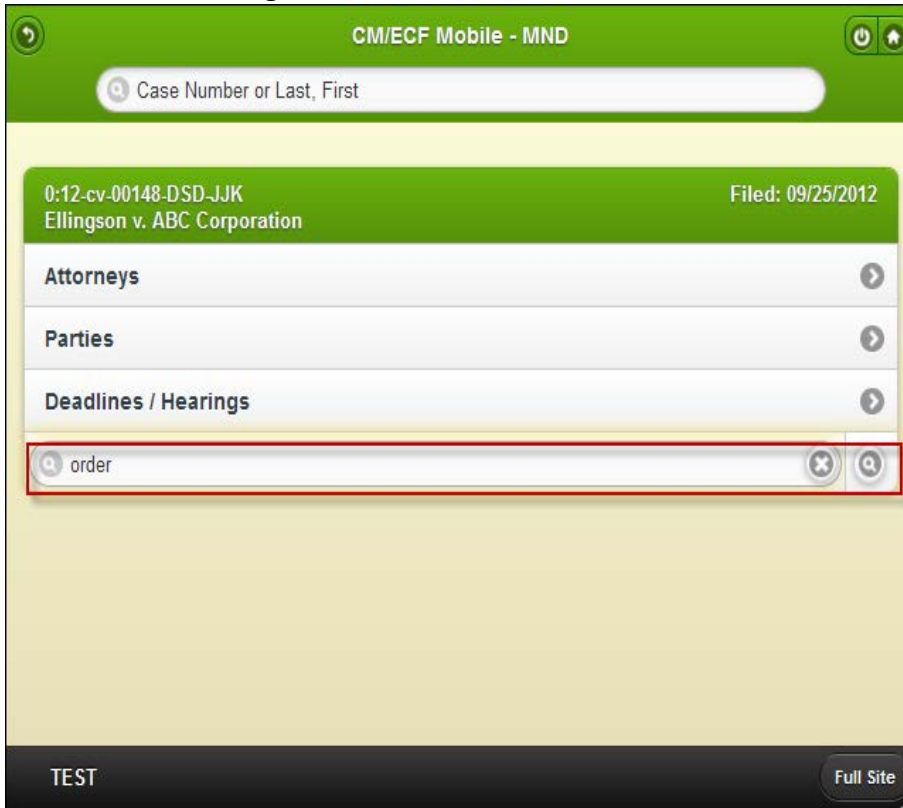
The docket entry information includes document numbers, the filed date, and the docket text. For documents, the document number appears in its own cell on the left. The entire cell is clickable to make clicking the link easier on small screens. Clicking on a document takes the user to familiar CM/ECF screens to view the document.
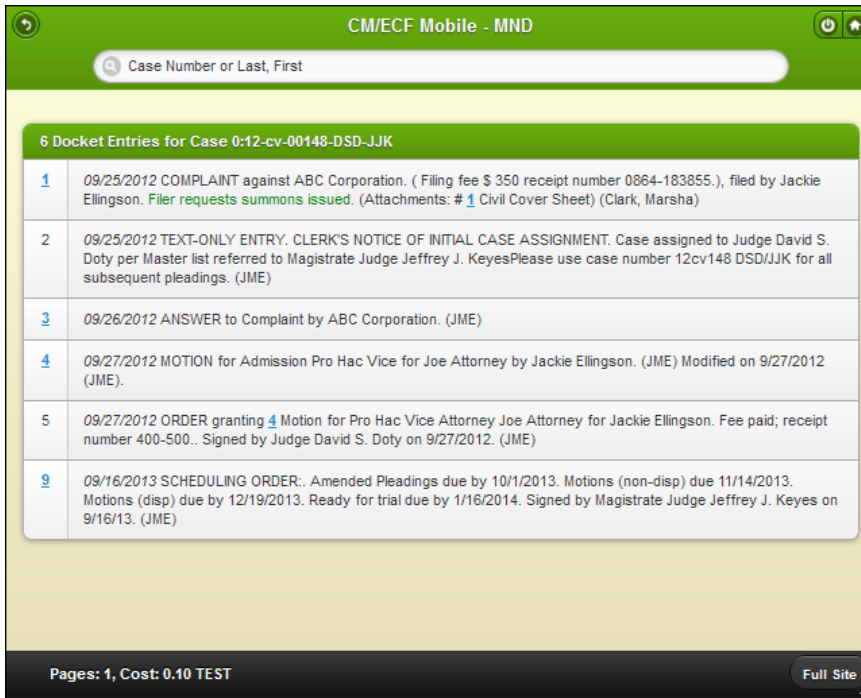
The mobile query ignores PACER billing display preferences and displays PACER receipts via the standard CM/ECF PACER interface.