

CM/ECF

Release Notes

For the 8th Circuit Court of Appeals

Public Access Changes

Appellate Release 2.0.2

Overview

Release 2.0 of the Appellate CM/ECF application contains new features for Appellate PACER access and Appellate Electronic Case Filing. As of November 23, 2007 all filers must upgrade their PC to Java version 1.6 or above in order to run the new version of CM/ECF. If you have logged into our CM/ECF system since November 23, 2007 no further action is required on your part. Refer to section 1.6 for details on this required upgrade.

It is also important to note that because of this Java requirement, Macintosh computers can not be used to file in CM/ECF because the 1.6 version of Java has not been released by Sun Microsystems at this time. If you do not have access to a Windows PC, you may file a CM/ECF exemption form located on our website.

Public Access Changes

1 All PACER Users

1.1 PACER Report Advanced Search

The Advanced Search option for PACER now includes a default start date for the “Cases Filed Between” text field. The number of days relative to today’s date is configured by each Appellate court. In the example below, the default start date is 7 days prior.

Warning: you will be billed for the total number of pages (this query is not subject to the 30 page limit on PACER charges).

Case Number/Range:

Party/Attorney: Party *Last, First*
 Attorney

Case types:

Origin:

Cases Filed Between:

Cases Closed Between:

Nature of Suit:

Sort by: Ascending order
 Descending order

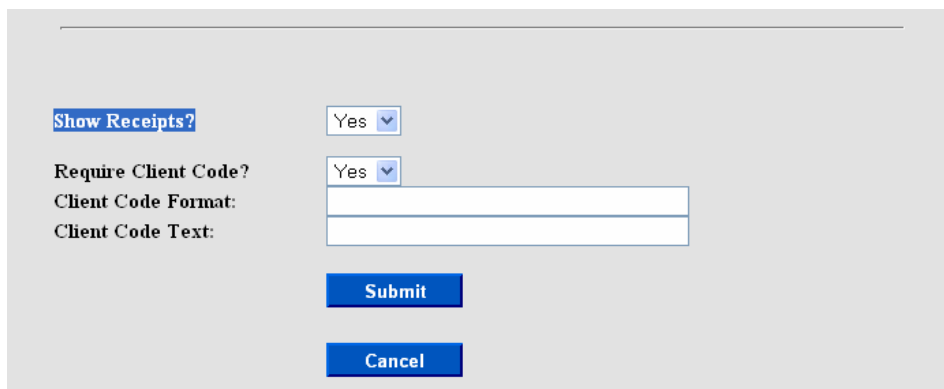
Open Cases Closed Cases Both

1.2 PACER Case Search Warning Message

Previously, the PACER case search page allowed users to search without entering any search criteria and then return every case in the system. This allowed for potential performance issues, so an update was made to enforce users to enter at least one selection criteria. If a PACER user selects the “Search” button without entering any criteria, the following message displays: “ERROR: Selection criteria cannot all be blank!”

1.3 New PACER Preference Option for Transaction Receipt Display

An update was made to the PACER Report to display or not display the transaction receipt based on the PACER user’s preference. PACER customers can now determine if they want to either always display the transaction receipt after each billable transaction or never display the transaction receipt. The “Set PACER Preferences” link from the PSC website can be used to set this new preference, “Show Receipts?”, to either “Yes” or “No”.



The screenshot shows a web form for setting PACER preferences. The form is titled "Show Receipts?" and has a dropdown menu set to "Yes". Below this, there is a section for "Require Client Code?" with a dropdown menu also set to "Yes". Underneath, there are two empty text input fields labeled "Client Code Format:" and "Client Code Text:". At the bottom of the form, there are two blue buttons: "Submit" and "Cancel".

1.4 Public Filer Registration for Media Representatives and Interested Persons

The Appellate Centralized User ID Management functionality was extended to now allow media representatives and other interested persons to register as ECF noncourt users. These users will select the “other (not a public filer)” option during the public filer registration process. A CM/ECF Filer account is required for public users, who wish to receive notifications of docket activity for public cases of interest. Refer to section 1.5 for details on how to receive notifications for cases of interest.

If you already have a CM/ECF login you do NOT need to register again. This new feature will already be on your Utility menu after you log into the CM/ECF system. The option will be available after the CM/ECF upgrade.

PERSONAL INFORMATION

Prefix:

First Name: *

Middle Name:

Last Name: *

Generation:

Suffix:

Title:

Gender:

Last 4-digits of SSN: *

Date of Birth: *

Primary E-Mail Address: *

Verify Primary E-Mail: *

You must enter your full legal name, the last 4 digits of your Social Security Number, Date of Birth, and primary E-mail address.

Are you: an attorney?
 a pro se filer?
 other (not a public filer)?

1.5 Notice for Cases of Interest

A new utility is available called Notice for Cases of Interest that will allow any user with a valid CM/ECF filer account to search for and enter cases for which to receive email notices of docketing activity. The new menu item when selected will display the following user interface screen:

E-mail Notice for Cases of Interest for Cohen, Brian

Docketing Reports Utilities Logout Help

Note: These settings will apply only to notices for cases of interest.

Enter E-mail Address:
 Choose E-mail Address on File:

Notice of Docket Activity Frequency:

 Individual for each transaction

 Daily summary

Enter Case Number:

Cases of Interest Selected

07-5123 test v. Cecelia Courtney

Public users can search for any case by entering the case number and selecting the “Search & Add” button. If the case is found the case number and case title populate the list box. The user must then select the “Update” button to confirm the case is saved in the list. Once the list of interested cases is defined, the user would receive email notification for any public docket entry made to the case. The one free look policy is not supported with this functionality because notices are being sent to people not involved with the case. When the public user receives the email notification and clicks the “Document(s)” link, s/he must login to PACER (if not already logged in) and will be charged for viewing the document/s, according to existing PACER rules.

1.6 Java 1.6 and Tomcat 6.0 Updates

As of November 23, 2007, any PC that will be used for filing a document in CM/ECF MUST be upgraded to Java 1.6. An error message as seen below will display during login if Java has not been upgraded. **All users with an Appellate ECF account should upgrade their PC's to Java 1.6.** You can check your version of Java by accessing the site, www.java.com. Select the "Do I have Java" link and check that the verification result is "Version 6 Update (1, 2, 3, or above)", if not, please upgrade your version of Java.

Java Verification Page



The screenshot shows the Java.com website. At the top left is the Java logo with the text "Java Sun Microsystems". To the right is an orange banner with the text "Welcome to java.com. Brought to you by Sun Microsystems." and a "Download" link. Below the banner are navigation links: "Games | Desktop | Mobile | Java Everywhere". The main content area has a green header "Free Java Download" and the text "Download Java for your desktop computer now!". Below this is a large green button with a downward arrow and the text "FREE JAVA DOWNLOAD". To the right of the button are three links: "What is Java?", "Do I have Java?" (highlighted in blue), and "Need Help?".

Desired Java Verification Result

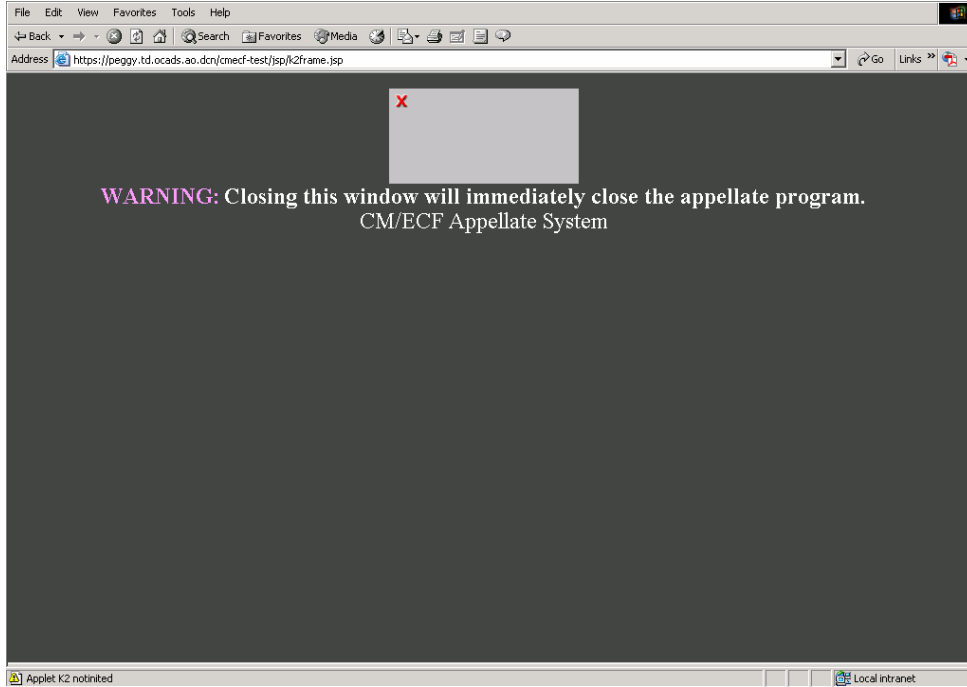
Verified Java Version

Congratulations!

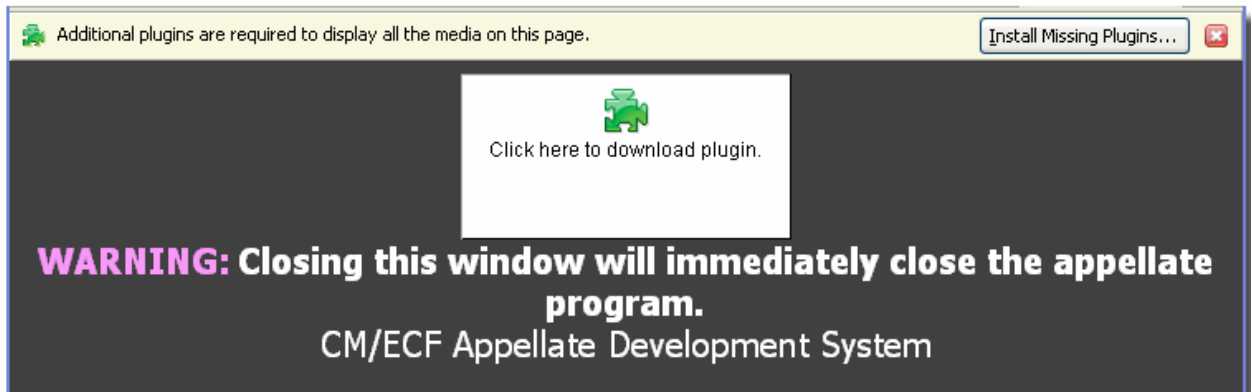
You have the recommended Java installed (**Version 6 Update 3**).

If you do NOT get the CONGRATULATIONS message, but your version of java is Version 6 Update (1, 2, 3, or above) then no further action is required on your part. CM/ECF only requires your PC to be updated to Version 6, the Update release is not important.

Potential IE Login Error with Old Java Plug-in



Potential Firefox Login Error with Old Java Plug-in



2 Attorney Users

2.1 Attorney/Pro Se Filer Docketing for Private Cases

An update is included to allow attorneys who are logged into ECF to file in private cases in which they are active participants. The new check is added to the Docketing selection screen and if the attorney filer is linked to the private case, the attorney user can file to the private case.

2.2 Attorney PACER Report Access to Private Cases

An update is included in PACER Report to allow attorneys who are accessing a PACER Report through ECF to query private cases in which they are active participants. Previously, an attorney was unable to view case information for private cases even though they were active participants. If the attorney is not an active participant in the case, the message, “Case Under Seal” will display to the attorney filer. Note, the attorney filer must be logged into ECF in order to query the docket report for a private case.

2.3 Document Access in Social Security and Immigration Cases

A new Judicial Conference policy exists that recommends only the PDF documents filed for orders, judgments, and opinions be accessible by electronic access in social security and immigration cases. The policy recommends all other filings should now restrict access to the PDF documents to only the attorneys who are associated to the case.

2.4 Attorney Docketing User Interface Change

The user interface screen for attorney docketing was slightly modified in the 2.0.2 release. The following changes were made:

- The pull-down menu item, “Docketing”, was changed to “File a Document”.
- The “Event Selection” label was changed to “File a Document”.
- The instructional text on the first docketing screen was changed to a larger font size.
- The instructional text on the left-hand side of the event category box was removed.
- The instructional text for the event selection was changed to “Select One”.
- The instructional text above the applied case box was changed to: “Uncheck boxes for each case in which this document should not be filed”.
- Changed the “Applied Case Selection” text to “Case Selection”.
- Changed the “Docket Event” button name to “Continue”.
- The Event Category and Event Selection frames were increased in size.

Attorney Interface Changes

Docketing Motion Filed

Docketing Reports Utilities Logout Help

File a Document

File a Document

Case: Enter case number as yy-nnnn (e.g., 05-2475)

Filed Date: 12/20/2007

Briefing

Calendaring

Miscellaneous

Motion-Response

Opinion

Party-Attorney

Regression Test

Test

Court Test

Motion

Resp

Unit Test

Attorney Filing - Test

Select One

Motion Filed

Uncheck boxes for each case in which this document should not be filed.

Case Selection

Total: 0 Selected: 0

All Reset

Continue

CM/ECF Appellate