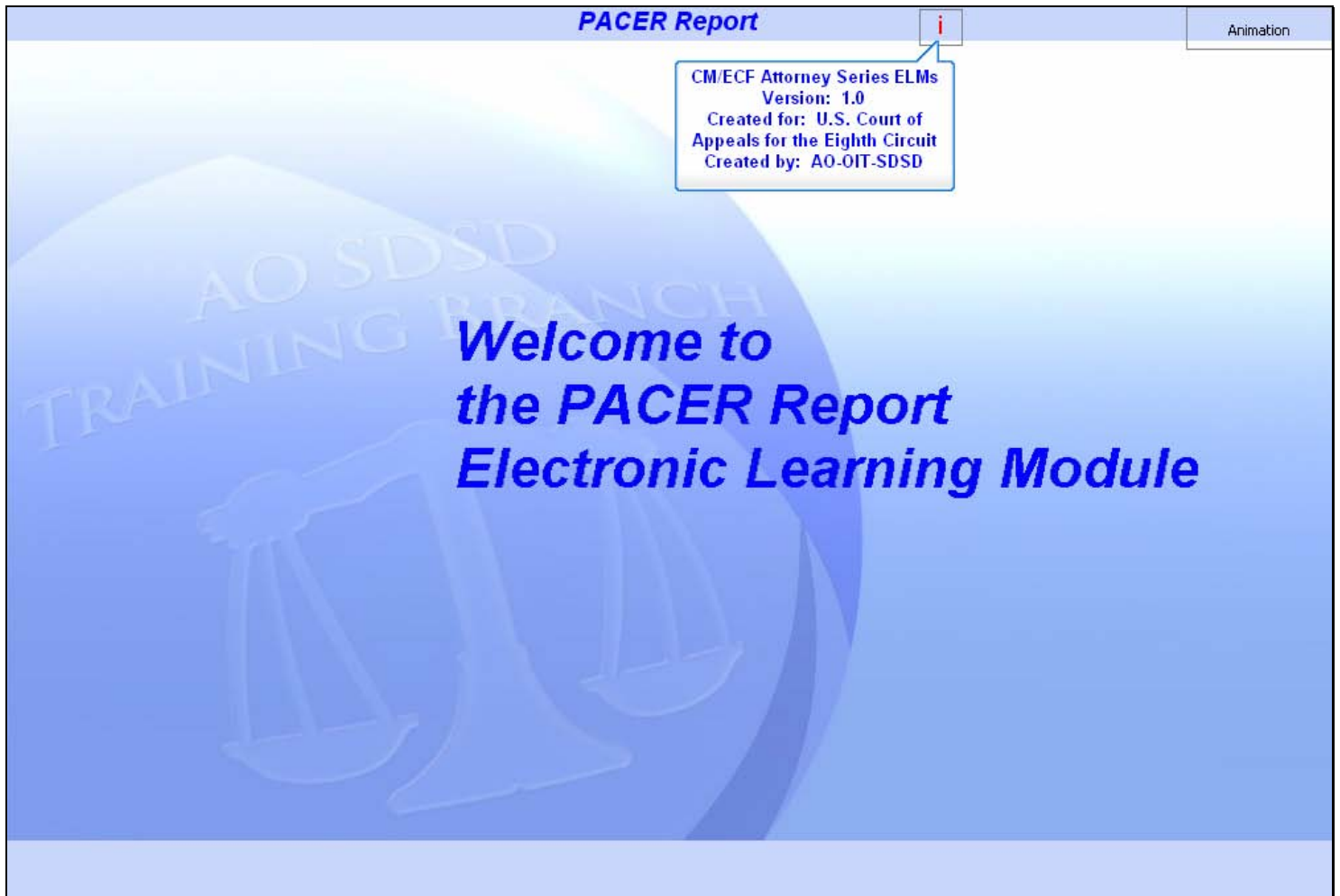


Slide 1 - Welcome



The slide features a blue gradient background with a faint watermark of a scale of justice and the text "AO SDSD TRAINING BRANCH". At the top left, the text "PACER Report" is displayed. At the top right, there is an "Animation" button. A central text box contains the following information:

PACER Report

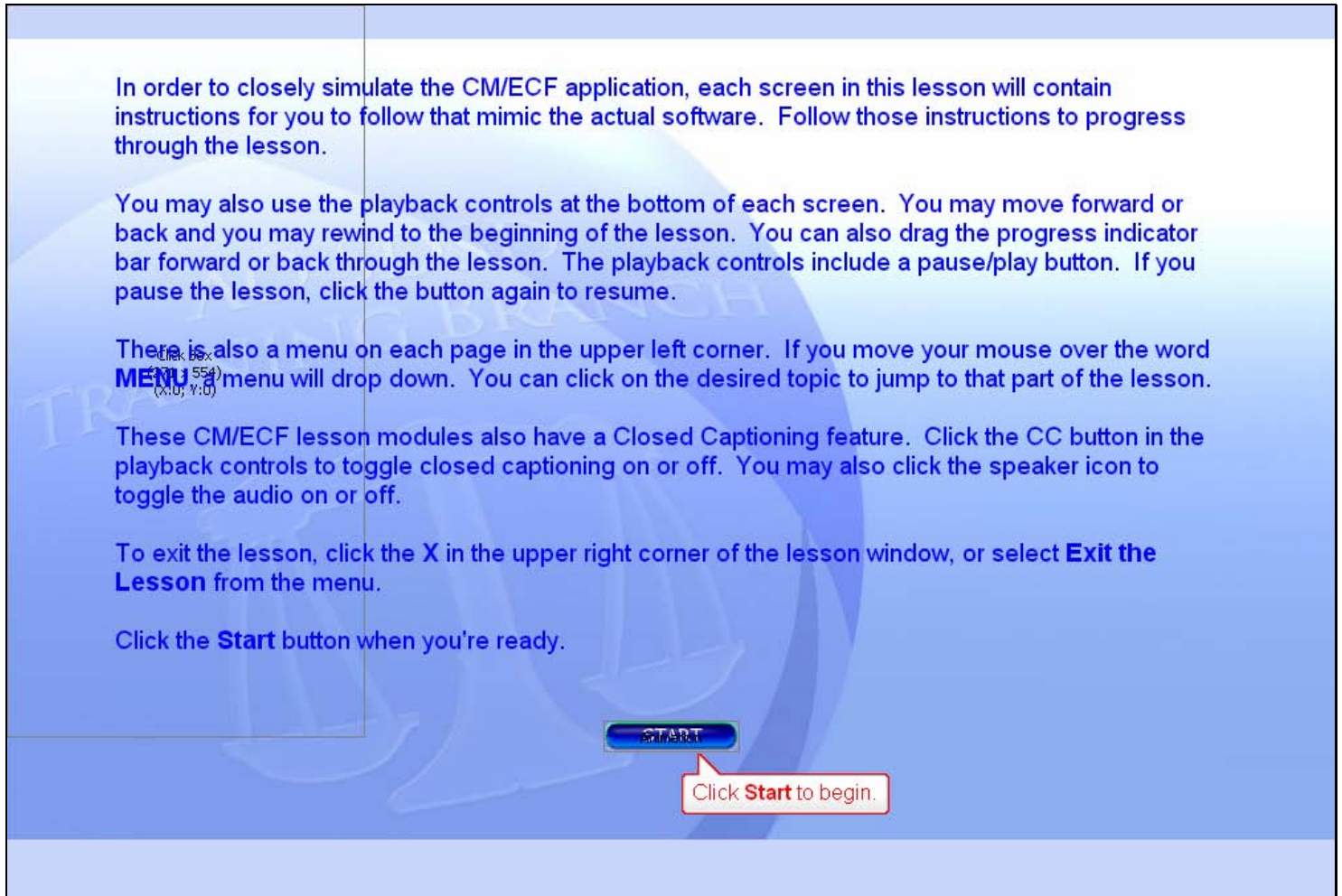
CM/ECF Attorney Series ELMs
Version: 1.0
Created for: U.S. Court of Appeals for the Eighth Circuit
Created by: AO-0IT-SDSD

**Welcome to
the PACER Report
Electronic Learning Module**

Slide notes

Welcome to the PACER Report Electronic Learning Module.

This lesson is designed to give you an overview of the PACER Report options in CM/ECF.

Slide 2 - NavigationThe slide features a light blue background with a large, faint watermark of a graduation cap and the text 'TRINITY BRANCH' and 'UNIVERSITY'. The text is arranged in several paragraphs. At the bottom center, there is a blue 'START' button with a white border. A red callout box with a white border points to the button, containing the text 'Click Start to begin.'

In order to closely simulate the CM/ECF application, each screen in this lesson will contain instructions for you to follow that mimic the actual software. Follow those instructions to progress through the lesson.

You may also use the playback controls at the bottom of each screen. You may move forward or back and you may rewind to the beginning of the lesson. You can also drag the progress indicator bar forward or back through the lesson. The playback controls include a pause/play button. If you pause the lesson, click the button again to resume.

There is also a menu on each page in the upper left corner. If you move your mouse over the word **MENU**, a menu will drop down. You can click on the desired topic to jump to that part of the lesson.

These CM/ECF lesson modules also have a Closed Captioning feature. Click the CC button in the playback controls to toggle closed captioning on or off. You may also click the speaker icon to toggle the audio on or off.

To exit the lesson, click the X in the upper right corner of the lesson window, or select **Exit the Lesson** from the menu.

Click the **Start** button when you're ready.

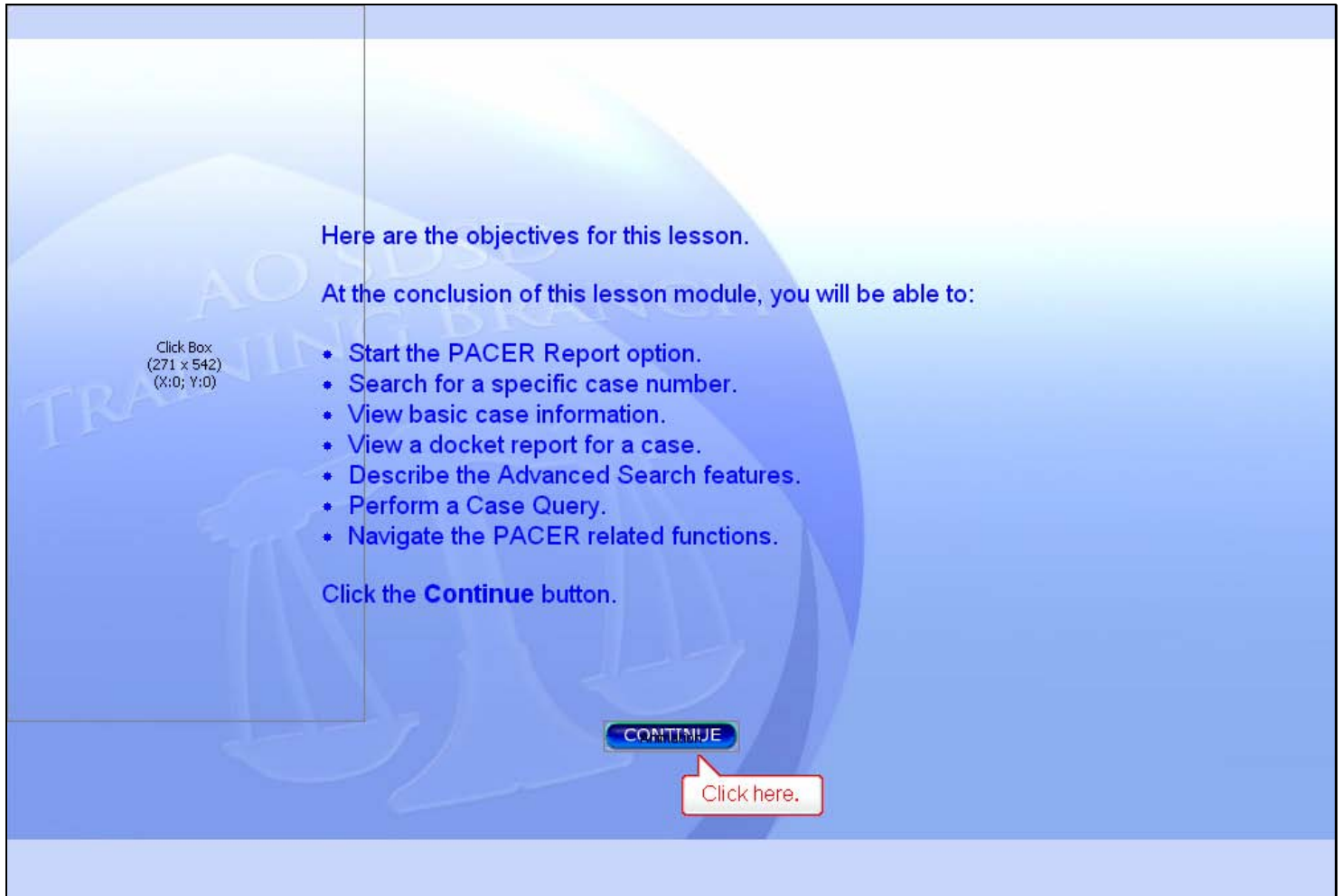
START

Click **Start** to begin.

Slide notes

Here are the navigation instructions for this lesson module. After you have read them, click the Start button to begin the lesson.

Slide 3 - Objectives



Click Box
(271 x 542)
(X:0; Y:0)

Here are the objectives for this lesson.

At the conclusion of this lesson module, you will be able to:

- Start the PACER Report option.
- Search for a specific case number.
- View basic case information.
- View a docket report for a case.
- Describe the Advanced Search features.
- Perform a Case Query.
- Navigate the PACER related functions.

Click the **Continue** button.

CONTINUE

Click here.

The slide features a blue gradient background with a faint watermark of a scale of justice and the text 'AO JUDGE TRAINING BRANCH'. A 'Click Box' is positioned on the left side. The main content is centered, and a 'CONTINUE' button is located at the bottom center with a callout box pointing to it.

Slide notes

Here are the objectives for this lesson.

At the conclusion of this lesson module, you will be able to:

Start the PACER Report option.

Search for a specific case number.

View basic case information.

View a docket report for a case.

Describe the Advanced Search features.

Perform a Case Query.

Navigate the PACER related functions.

Click the Continue button.

Slide 4 - Slide 4

Startup Page

Docketing Reports Logout Help

Click here.

Click Reports.

Click Box
(271 x 554)
(X:0; Y:0)

**U.S. Court of Appeals CM/ECF
Official Attorney Electronic Document Filing System**

This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to the Federal Rules of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18USC152 and 3571.

Welcome
Welcome to the U.S. Court of Appeals Case Management/Electronic Case Files System. Please select an option from the menu.

Last login Jan 22, 2007 7:25:35 AM CST

Slide notes

To begin, click Reports in the CM/ECF main menu.

Slide 5 - PACER Report

Startup Page

Docketing Reports PACER Report

Click here.

Click PACER Report.

Click Box
(271 x 554)
(X:0; Y:0)

UNITED STATES COURT OF APPEALS EIGHTH CIRCUIT

**U.S. Court of Appeals CM/ECF
Official Attorney Electronic Document Filing System**

This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to the Federal Rules of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18 USC 152 and 3571.

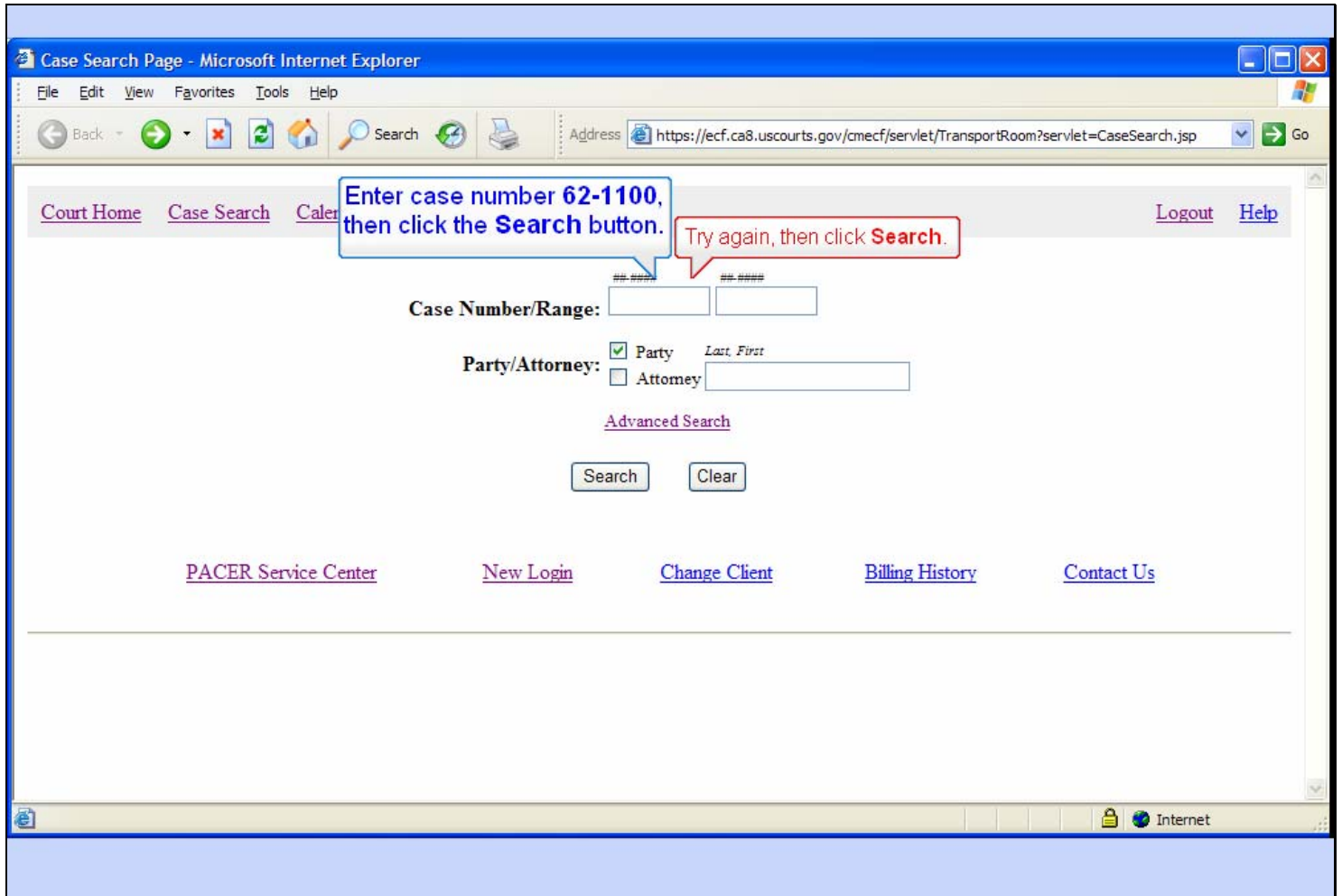
Welcome
Welcome to the U.S. Court of Appeals Case Management/Electronic Case Files System. Please select an option from the menu.

Last login Jan 22, 2007 7:25:35 AM CST

Slide notes

Now click on PACER Report.

Slide 6 - Case Search Page



Slide notes

The Case Search Page appears.

The primary purpose of this Case Search Page is to locate information about a case by entering a case number, a range of case numbers, or by entering the name of a party or attorney on a case. We'll look at the Advanced Search options later. To see how the basic search works, enter "62-1100" in the Case Number field, then click the Search button.

Slide 7 - Slide 7

Case Selection Page

Case No./Title	Opening Date	Last Docket Entry	Originating Case No.
62-1100 Widjet Company v. Big River Company	01/16/2007	01/19/2007 16:07:07	4:06-cr-00046-JMM

PACER Service Center Transaction Receipt

01/24/2007 09:42:52

PACER Login:	us0272	Client Code:	Cunningham
Description:	Case Selection Table	Search Criteria:	Case: 62-1100
Billable Pages:	1	Cost:	0.08

Slide notes

If the case number you entered is valid, basic information about the case is displayed.

At the top of the Case Selection Table, the case number and title are shown. Multiple cases would be listed if you had searched for a range of case numbers, or perhaps for a party or attorney name.

Also shown for each case are the case opening date, the date the last docket entry was made, and the originating case number.

Notice at the bottom is the PACER Service Center Transaction Receipt showing your PACER cost. Also notice the client code you entered when you logged in is included in the receipt.

As the screen indicates, you can click on the case number to get a case summary, on the short title to get case query options, and on the originating case number to get a summary for the originating case.

Click on case number 62-1100 to get a Case summary.

Slide 8 - Case Summary

62-1100 Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Refresh Print

Address <https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSummary.jsp?ca> Go

[Court Home](#) [Case Search](#) [XML](#) [ASCII](#) [Logout](#) [Help](#)

If you view the **Full Docket** you will be charged for 1 Pages \$0.08

General Docket
Eighth Circuit Court of Appeals

Click Box (271 x 554) (X:0; Y:0)

Court of Appeals Docket #: 62-1100 **Filed: 01/16/2007**
Nsuit: 1410 Antitrust
Widget Company v. Big River Company
Appeal From: U.S. District Court for the Eastern District of Arkansas - Little Rock

Case Type Information:
1) Civil
2) Private
3) null

Originating Court Information:
District: 0860-4 : 4:06-cr-00046-JMM
Court Reporter: Elaine Hinson, Court Reporter
Court Reporter: Cheryl Nelson, Court Reporter
Trial Judge: James M. Moody, U.S. District Judge
Date Filed: 02/08/2006
Date Order/Judgment: **Date NOA Filed:** **Date Rec'd COA:**


Done Internet


Slide notes


CM/ECF Shows you the general docket for the summary of this case. The general docket consists of basic information about the case, including originating case information, plus the last few docket entries, limited so that the summary is only one page long. Notice the button at the top that would allow you to view the full docket for this case. PACER fees are computed before you view it. We'll take a look at it later.


In order to see the rest of the general docket, click the down arrow on the scroll bar.


Slide 9 - View Document

01/16/2007  CRIMINAL case docketed. [3268060] [07-1100]

01/16/2007  Originating court document filed consisting of notice of appeal, docket entries, and judgment dated 1/3/07.[3268071] [07-1100]

01/16/2007  Criminal Briefing Schedule: Transcript due 02/05/2007. Clerks record due 02/05/2007. PSI report due 02/05/2007. appellant Frederick Coleman brief due 02/20/2007. Appellee(s) brief is due 21 days from service of appellant(s) brief. Appellant(s) reply brief is due 7 days from service of appellee's brief. [3268112] [07-1100]

01/19/2007  MOTION of Appellant Widget Company for extension of time to file brief until 01/25/2007.1/25/07 w/service 01/19/2007. [3269542] [62-1100]

01/19/2007  MOTION of Appellant Widget Company for extension of time to file brief until 01/25/2007.1/25/07 w/service 01/19/2007. [3269544] [62-1100]

PACER Service Center

Transaction Receipt

01/24/2007 09:43:10

PACER Login:	us0272	Client Code:	Cunningham
Description:	Case Summary	Search Criteria:	62-1100
Billable Pages:	1	Cost:	0.08

Slide notes

The rest of the docket is displayed. The PACER Service Center transaction receipt is at the bottom.

In this sample case, note that there are icons that look like documents next to each of the docket entries. While these will not appear for every docket entry, if they do appear, they indicate a document was filed with the court for that docket entry. To view the document, you would click on the icon.

By the way, for security reasons some documents may not be available for you. In those instances, the icon would appear as a lock rather than a document.

Click on the icon for the next to last docket entry.

Slide 10 - Slide 10

https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom?servlet=ShowDoc&dls_id=008051963&case1 - Microsoft Internet Explorer

Download Confirmation

Document: PDF Document (Case Number: 62-1100, Document: 6)

Click on the "Accept Charges and Retrieve" button ONCE at the bottom of this page to download the document image.
If you download this document, your PACER account will be billed according to the table below:

PACER Service Center			
Transaction Receipt			
1/24/2007 9:43:39			
PACER Login:	us0272	Client Code:	Cunningham
Description:	PDF Document	Search Criteria:	Case: 62-1100, Document: 6, id: 3269542
Billable Pages:	5	Cost:	0.40

Click here. Show PDF Header

Accept Charges and Retrieve

Click the button.

Click Box (271 x 554) (X:0; Y:0)

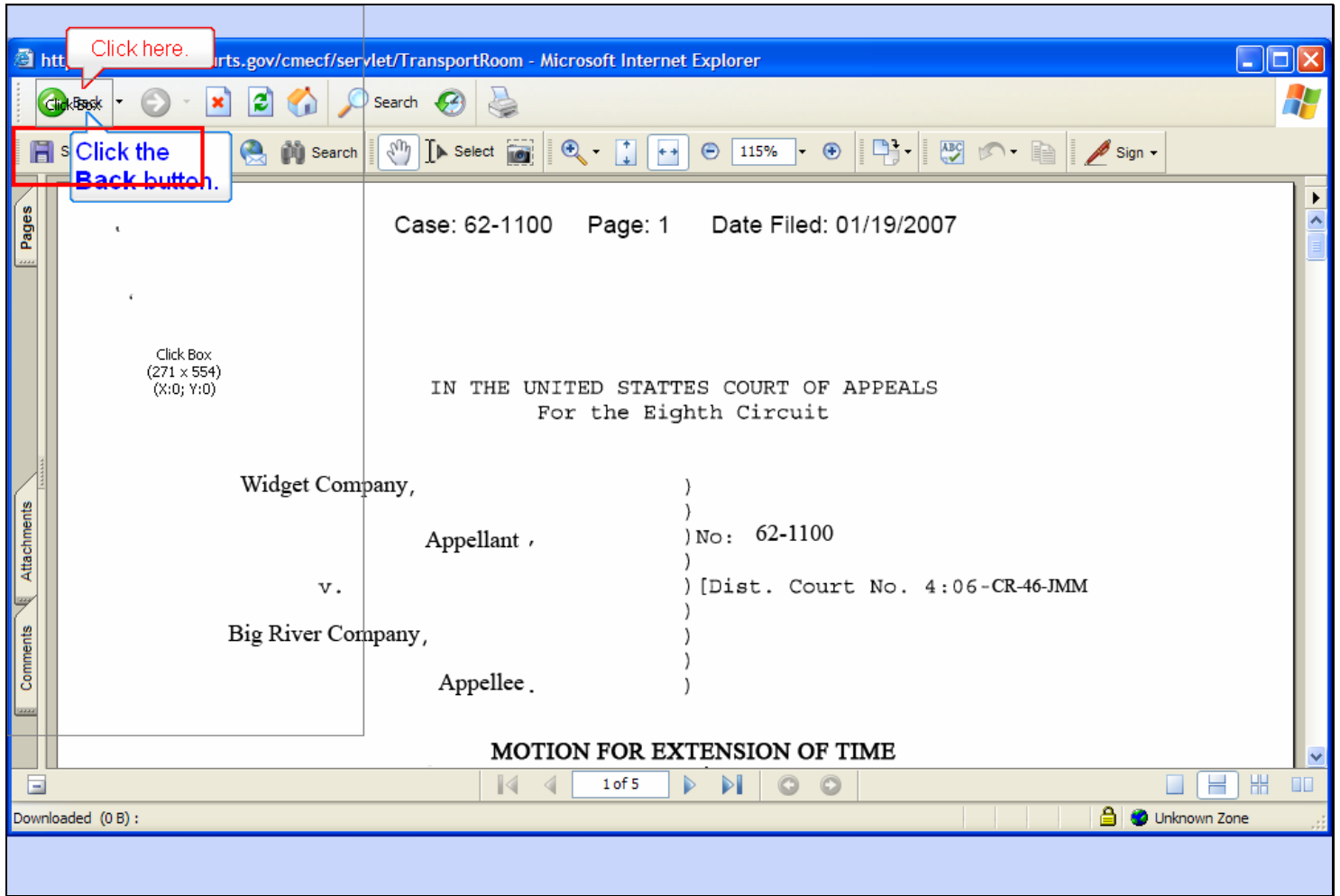
Slide notes

A Download Confirmation page will open. You should note the number of pages in the document, and what the cost will be to your PACER account.

Also notice the check box for Show PDF Header. If you leave this check box checked, the document you view will have a header at the top of each page. This header will include things like the case number, the page number, and the date filed. If you don't want that information at the top of each page, you would click the check box to uncheck it.

Click the button to accept the charges and retrieve the document.

Slide 11 - Slide 11



Slide notes

CM/ECF now shows you the PDF document. This document may appear either in a separate window, or in the same browser window. In this example, the document is in the same browser window.

Notice at the top are options to save or print a copy of this document.

In order to return to the docket sheet, click the Back button in the browser's tool bar.

Slide 12 - Slide 12

Click here.

Click the Back button.

01/16/2007 FINAL case docketed. [3268060] [07-1100]

01/16/2007 Generating court document filed consisting of notice of appeal, docket entries, and judgment dated 1/3/07.[3268071] [07-1100]

01/16/2007 Criminal Briefing Schedule: Transcript due 02/05/2007. Clerks record due 02/05/2007. PSI report due 02/05/2007. appellant Frederick Coleman brief due 02/20/2007. Appellee(s) brief is due 21 days from service of appellant(s) brief. Appellant(s) reply brief is due 7 days from service of appelle's brief. [3268112] [07-1100]

01/19/2007 MOTION of Appellant Widgit Company for bill of cost in the amount of \$234 w/service 01/17/2007. [3269487] [62-1100]

01/19/2007 MOTION of Appellant Widgit Company for extension of time to file brief until 01/25/2007.1/25/07 w/service 01/19/2007. [3269542] [62-1100]

01/19/2007 MOTION of Appellant Widgit Company for extension of time to file brief until 01/25/2007.1/25/07 w/service 01/19/2007. [3269544] [62-1100]

PACER Service Center			
Transaction Receipt			
01/24/2007 09:43:10			
PACER Login:	us0272	Client Code:	Cunningham
Description:	Case Summary	Search Criteria:	62-1100
Billable Pages:	1	Cost:	0.08

Slide notes

And now you're back to the docket sheet. Click the Back button again to back up one more screen.

Slide 13 - Slide 13

Case Selection Page

Case No.	Title	Opening Date	Last Docket Entry	Originating Case No.
62-1100	Wichita River Company	01/16/2007	01/19/2007 16:07:07	4:06-cr-00046-JMM

Not
* Click on Case No. to get Case Summary
* Click on Short Title to get Case Query
* Click on Originating Case No. to get Case Summary for Originating Case

PACER Service Center
Transaction Receipt
01/24/2007 09:42:52

PACER Login:	us0272	Client Code:	Cunningham
Description:	Case Selection Table	Search Criteria:	Case: 62-1100
Billable Pages:	1	Cost:	0.08

Slide notes

And now you're back to the Case Selection Table.

Now we'll take a look at the Full Docket report. Click the hyperlink for the case number again.

Slide 14 - Full Docket

62-1100 Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Refresh Print Address <https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSummary.jsp?ca...> Go

[Court Home](#) [Case Search](#) [XML](#) [ASCII](#) [Logout](#) [Help](#)

If you view the [Full Docket](#) you will be charged for 1 Pages \$0.08

Click Box (271 x 554) (X:0; Y:0)

Click here.

Court of Appeals Docket #: 62-1100 **Filed: 01/16/2007**

Nsuit: 1410 Antitrust

Widget Company v. Big River Company

Appeal From: U.S. District Court for the Eastern District of Arkansas - Little Rock

Case Type Information:

- 1) Civil
- 2) Private
- 3) null

Originating Court Information:

District: 0860-4 : 4:06-cr-00046-JMM

Court Reporter: Elaine Hinson, Court Reporter

Court Reporter: Cheryl Nelson, Court Reporter

Trial Judge: James M. Moody, U.S. District Judge

Date Filed: 02/08/2006

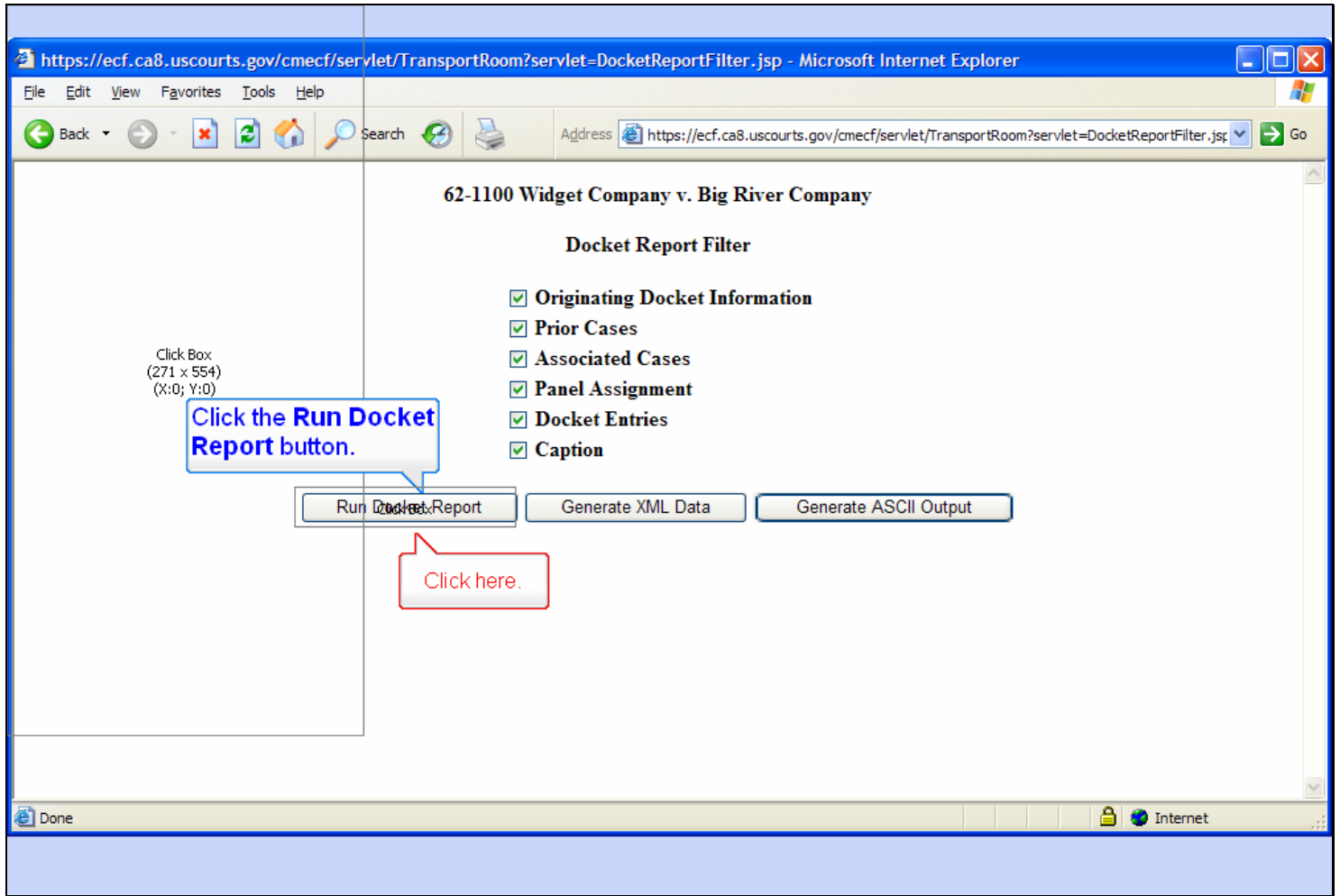
Date Order/Judgment: Date NOA Filed: Date Rec'd COA:

Done Internet

Slide notes

At the top of the case summary is a button for viewing the full docket report. Click the button for Full Docket.

Slide 15 - Slide 15



Slide notes

The Docket Report Filter page allows you to select what parts of the docket report you want to include. You would check the items you want to include and un-check the items you don't want.

We'll leave all items selected. Click the Run Docket Report button.

Slide 16 - Slide 16

62-1100 Docket - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Refresh Print Address <https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom> Go

[Court Home](#) [Case Search](#) [XML](#) [ASCII](#) [Logout](#) [Help](#)

General Docket
Eighth Circuit Court of Appeals

Court of Appeals Docket #: 62-1100 **Filed:** 01/16/2007
Nsuit: 1410 Antitrust
Widget Company v. Big River Company
Appeal From: U.S. District Court for the Eastern District of Arkansas - Little Rock

Case Type Information:
 1) Civil
 2) Private
 3) null

Originating Court Information:
District: 0860-4 : 4:06-cr-00046-JMM
Court Reporter: Elaine Hinson, Court Reporter
Court Reporter: Cheryl Nelson, Court Reporter
Trial Judge: James M. Moody, U.S. District Judge
Date Filed: 02/08/2006
Date Order/Judgment: 01/03/2007
Date NOA Filed: 01/12/2007
Date Rec'd COA: 01/12/2007

Prior Cases:
None

Done Internet

Click here.

Slide notes

CM/ECF produces a full docket report for the selected case with the options you checked. Scroll down the page.

Slide 17 - Slide 17

62-1100 Docket - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Refresh Print

Address <https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom> Go

01/03/2007 01/12/2007 01/12/2007

Prior Cases:
None

Current Cases:
None

Click Box
(271 x 554)
(X:0; Y:0)

Widget Company
Plaintiff - Appellant

v.

Big River Company
Defendant - Appellee

Christine M. Werner
Direct: 314-244-2480
[COR LD NTC Retained]
U.S. COURT OF APPEALS
8th Circuit
Firm: 314-244-2400
111 S. 10th Street
Room 24.329
St. Louis, MO 63102-0000

John D. Elser
[COR LD NTC Retained]
U.S. Court of Appeals
Automation
111 S. 10th Street

Scr Click here.

Done Internet

Slide notes

Information about Prior and Associated cases is included. Also included is the complete case caption.

Scroll down some more.

Slide 18 - Slide 18

62-1100 Docket - Microsoft Internet Explorer

Address: https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom

02/22/2007 APPEARANCE filed by:Paige Sheppard for Appellant Widget Company [3280892] [62-1100]

02/22/2007 APPEARANCE filed by:Paige Sheppard for Appellant Widget Company [3280899] [62-1100]

02/22/2007 APPEARANCE filed by:Paige Sheppard for Appellant Widget Company [3280901] [62-1100]

02/22/2007 MOTION of Appellant Widget Company for extension of time to file brief until 02/21/2007. w/service 01/30/2007. [3280913] [62-1100]

02/26/2007 MOTION of Appellant Widget Company for extension of time to file brief until 02/21/2007. w/service 02/20/2007. [3281969] [62-1100]

02/26/2007 MOTION of Appellant Widget Company for extension of time to file brief until 02/21/2007. w/service 01/30/2007. [3281974] [62-1100]

03/12/2007 LETTER from Appellant Widget Company requesting additional oral aurgument time. w/service 03/06/2007 [3287142] [62-1100]

PACER Service Center

Transaction Receipt

03/14/2007 10:19:41

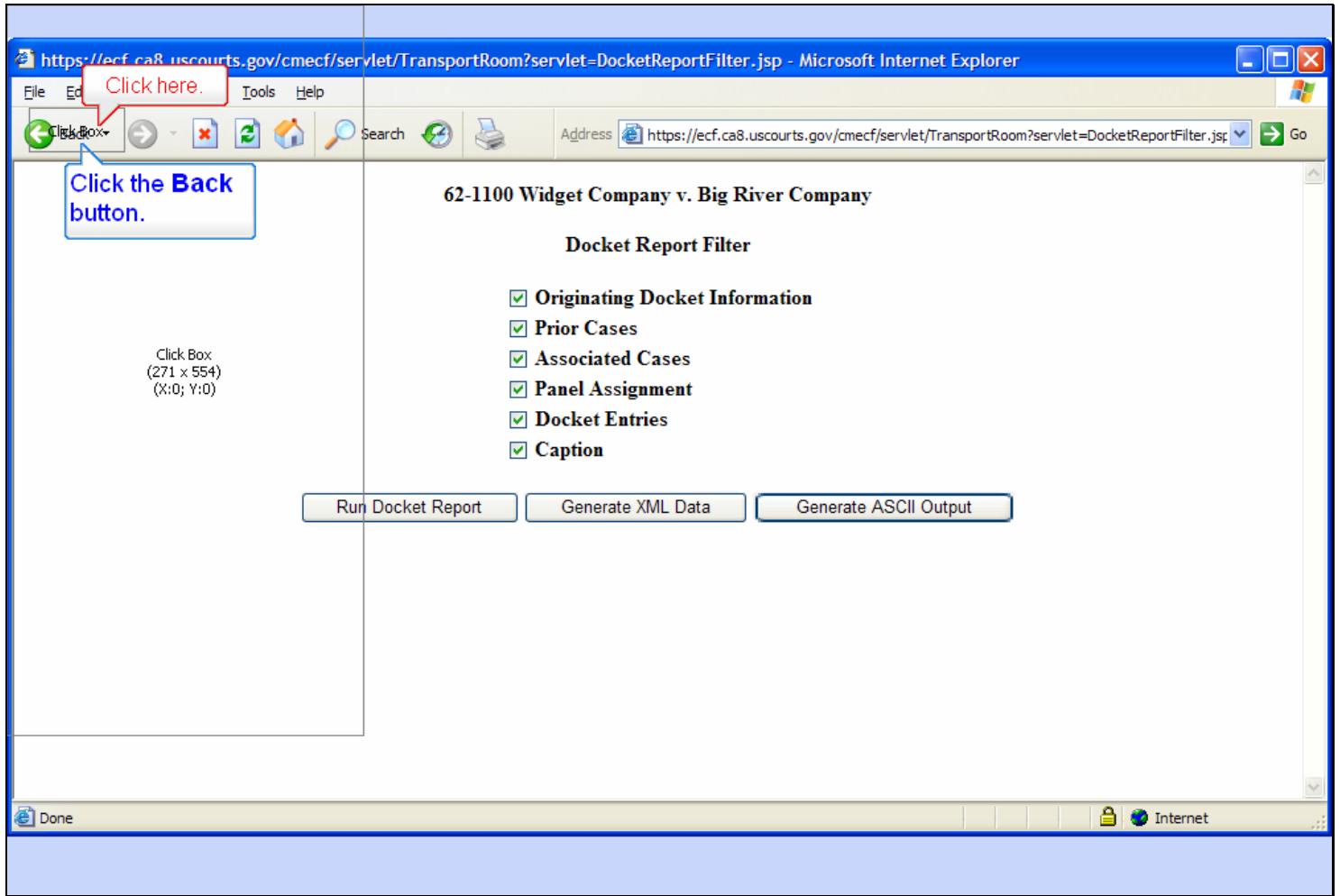
PACER Login:	us0272	Client Code:	Cunningham
Description:	Full Docket Report	Search Criteria:	62-1100
Billable Pages:	2	Cost:	0.16

Slide notes

All docket entries for the case are included in the full docket report.

Click the browser's back button to return to the Case Search Page.

Slide 19 - Slide 19



Slide notes

Click Back one more time.

Slide 20 - Slide 20

62-1100 Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Click Case Search. Address <https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSummary.jsp?ca...> Go

[Court Home](#) [Case Search](#) [XML](#) [ASCII](#) [Logout](#) [Help](#)

Click here. Full Docket If you view the Full Docket you will be charged for 1 Pages \$0.08

Click Box (271 x 554) (X:0; Y:0)

General Docket
Eighth Circuit Court of Appeals

Court of Appeals Docket #: 62-1100 **Filed: 01/16/2007**
Nsuit: 1410 Antitrust
Widget Company v. Big River Company
Appeal From: U.S. District Court for the Eastern District of Arkansas - Little Rock

Case Type Information:
1) Civil
2) Private
3) null

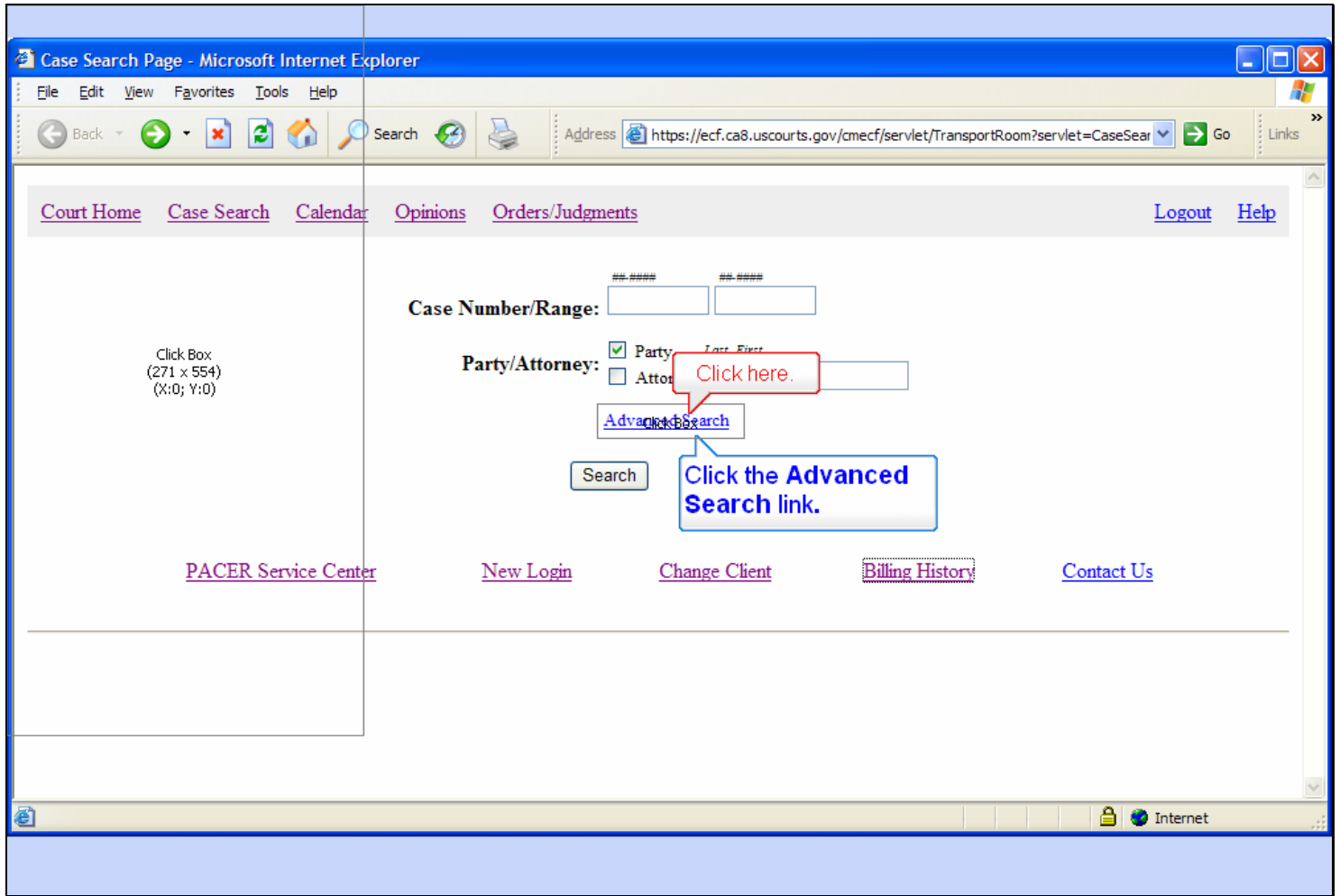
Originating Court Information:
District: 0860-4 : 4:06-cr-00046-JMM
Court Reporter: Elaine Hinson, Court Reporter
Court Reporter: Cheryl Nelson, Court Reporter
Trial Judge: James M. Moody, U.S. District Judge
Date Filed: 02/08/2006
Date Order/Judgment: **Date NOA Filed:** **Date Rec'd COA:**

Done Internet

Slide notes

Now click the hyperlink for Case Search.

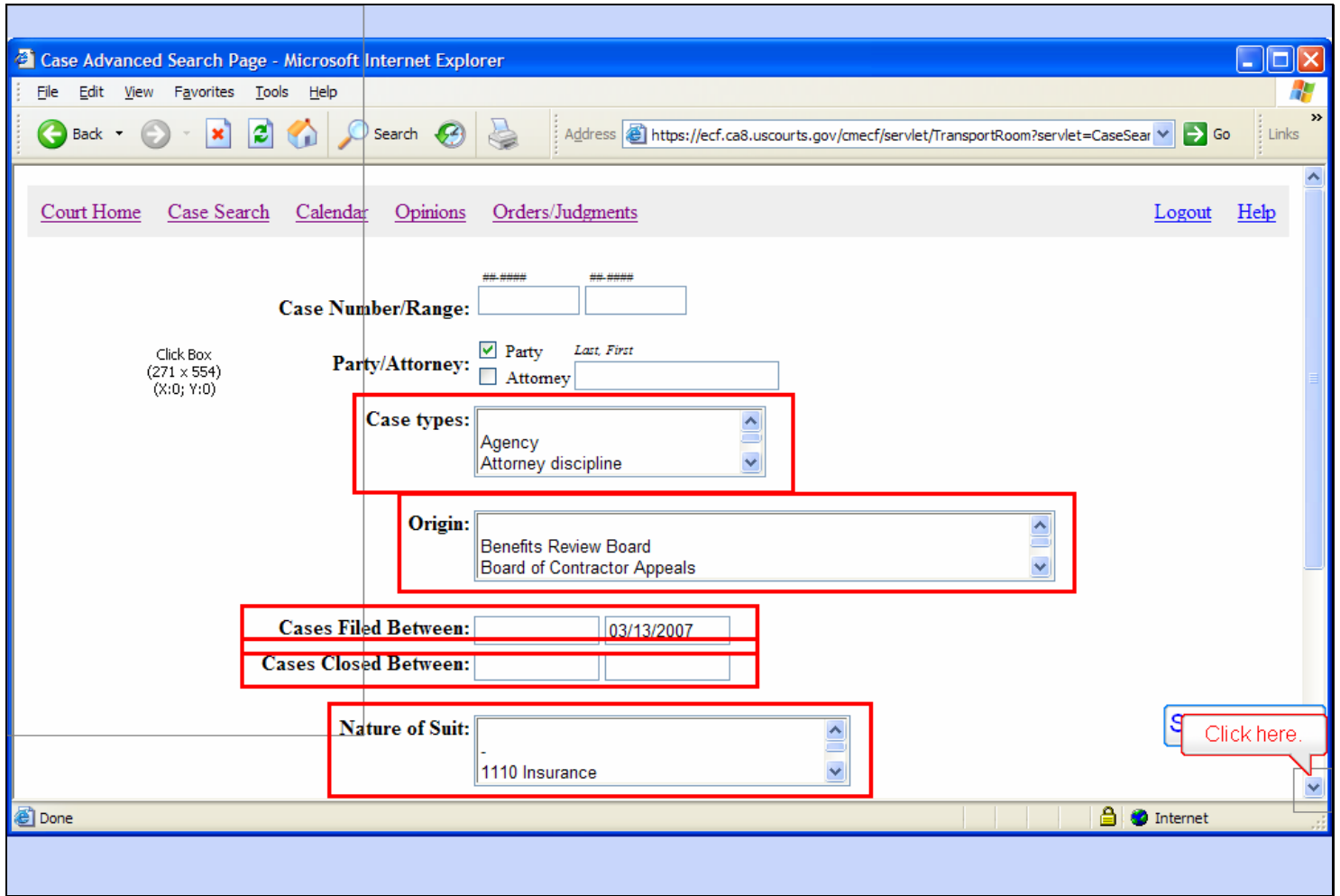
Slide 21 - Advanced Search



Slide notes

Now let's explore the Advanced Search features. Click on Advanced Search.

Slide 22 - Slide 22

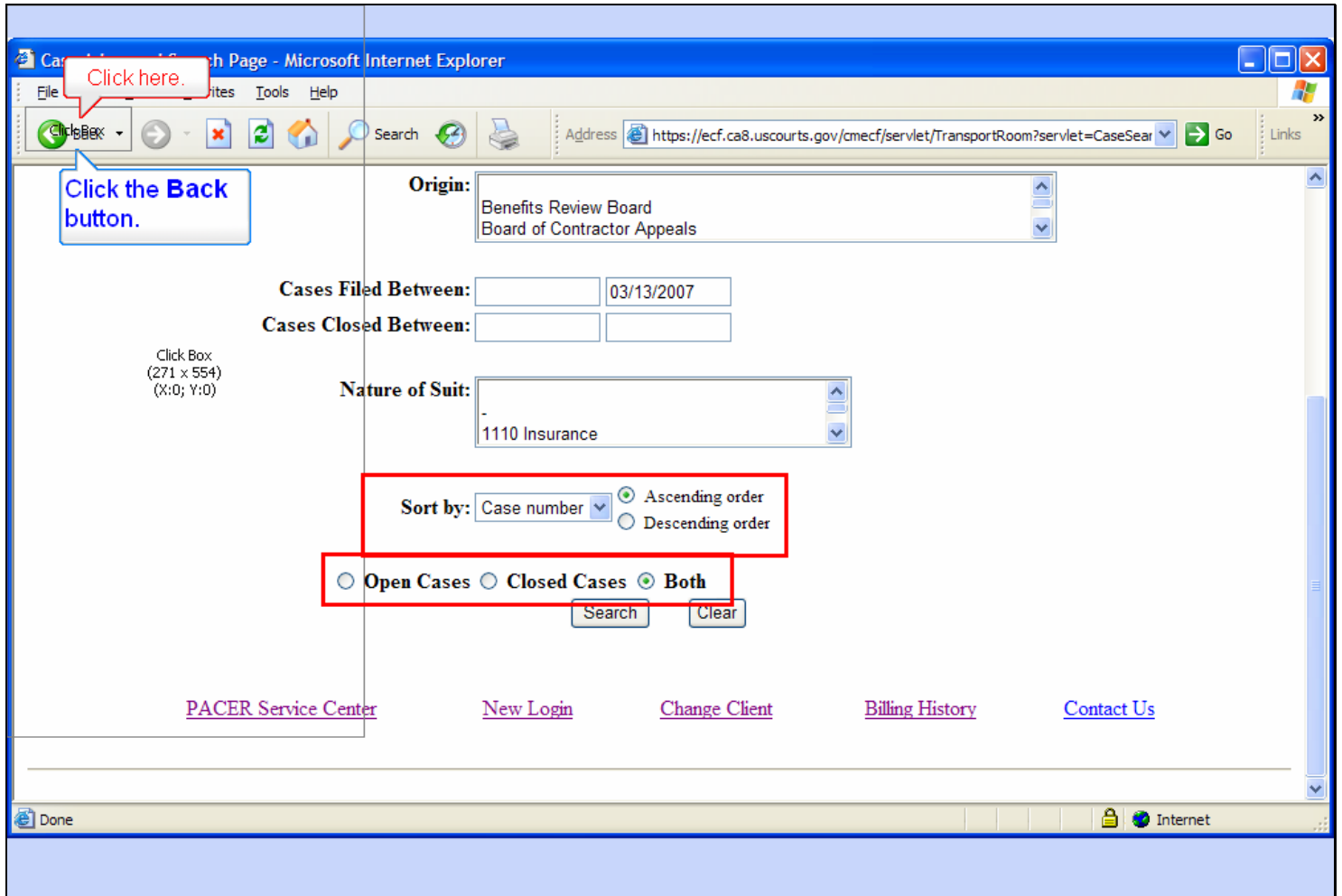


Slide notes

The advanced search options allow you to locate a case using additional search criteria. For example, you can search for cases by case types, origin, filed dates in a date range, closed dates in a date range, and by nature of suit.

Scroll down.

Slide 23 - Slide 23



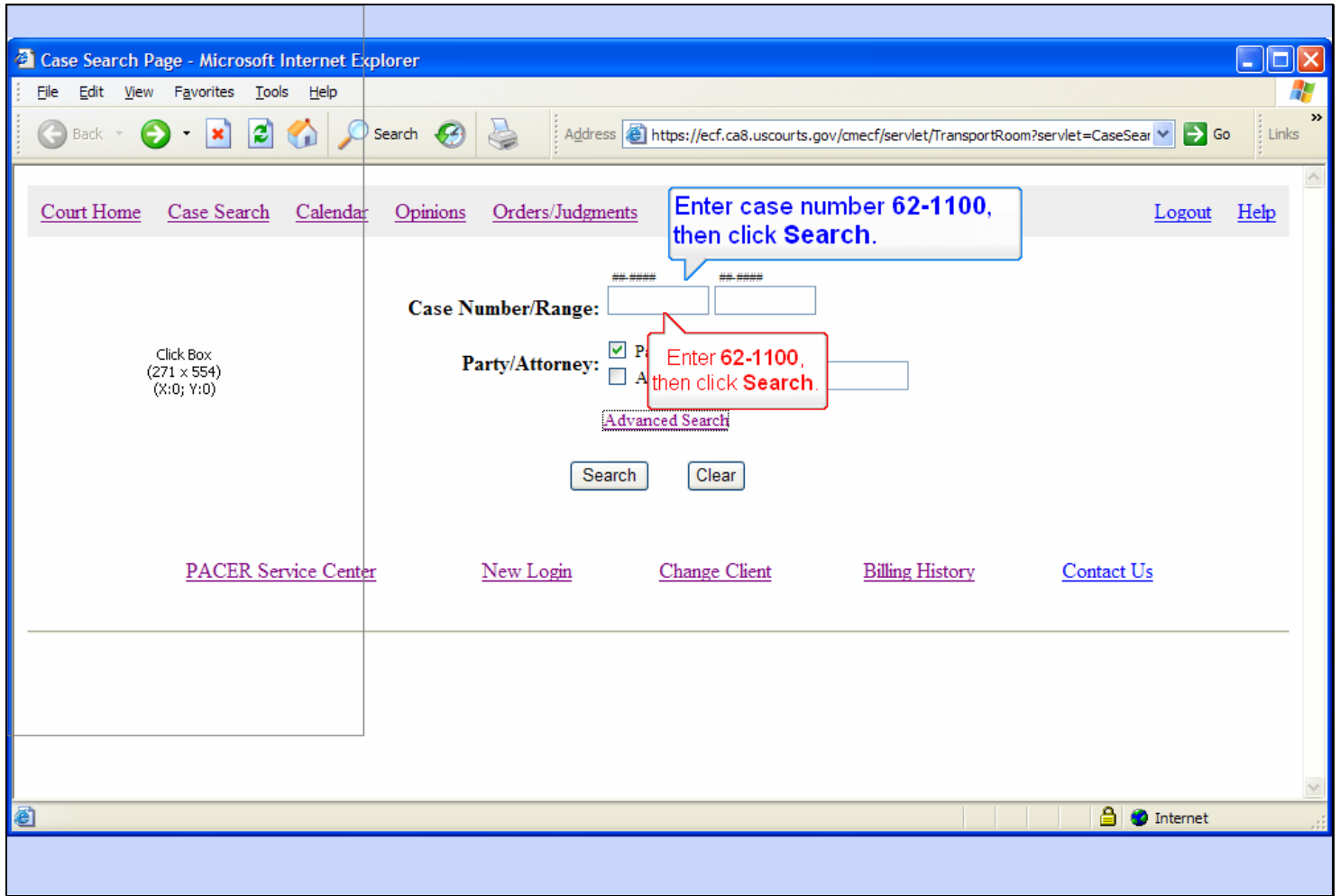
Slide notes

The other advanced options include the ability to sort the cases selected by either case number or filed date in either ascending or descending order. You can further specify whether you want open cases only, closed cases only, or both.

We'll not perform another search in this lesson.

Click the Back button.

Slide 24 - Slide 24



Slide notes

Now we'll take a look at the Case Query features. Enter case number 62-1100 and click Search again.

Slide 25 - Case Query

The screenshot shows a Microsoft Internet Explorer window titled "Cases Selection Table - Microsoft Internet Explorer". The address bar shows the URL: <https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom>. The page content includes navigation links (Court Home, Case Search, XML, ASCII, Logout, Help) and a "Case Selection Page" table. The table has columns for Case No./Title, Filing Date, Last Docket Entry, and Originating Case No. A callout box points to the short title "62-1100" with the text "Click the short title hyperlink." Another callout box points to the "Note" section with the text "Click here." Below the table is a "PACER Service Center Transaction Receipt" for 03/13/2007 07:47:32, showing login details for user "us0272" and case "62-1100".

Case No./Title	Filing Date	Last Docket Entry	Originating Case No.
62-1100 Widget Company vs. Big River Company	01/16/2007	03/12/2007 09:19:00	4-06-cr-00046-JMM

Note:

- * Click on Case No. to get Case Summary
- * Click on Short Title to get Case Query
- * Click on Originating Case No. to get Case Summary for Originating Case

PACER Service Center			
Transaction Receipt			
03/13/2007 07:47:32			
PACER Login:	us0272	Client Code:	Cunningham
Description:	Case Selection Table	Search Criteria:	Case: 62-1100
Billable Pages:	1	Cost:	0.08

Slide notes

Remember you can click the Short Title for the case to get a Case Query. Click the hyperlink for the Short Title.

Slide 26 - Slide 26

The screenshot shows a Microsoft Internet Explorer browser window displaying the PACER Case Query page for case 62-1100. The page title is "62-1100 Widget Company v. Big River Company Case Query Page".

Associated Cases: A table with columns: Case Number, Short Title, Type, Start, End, Status. This section is currently empty.

Originating Cases: A table with columns: Originating Case, Lead Case, Filed, Execution Date, Judgment, NOA, Originating Judge, Court Reporter.

Originating Case	Lead Case	Filed	Execution Date	Judgment	NOA	Originating Judge	Court Reporter
4:06-cr-00046-JMM		02/08/2006		01/03/2007	01/12/2007		Hinson, Elaine
4:06-cr-00046-JMM		02/08/2006		01/03/2007	01/12/2007		Nelson, Cheryl
4:06-cr-00046-JMM		02/08/2006		01/03/2007	01/12/2007	Moody, James M.	

Parties: A table with columns: Party, Party Type, Terminated from Case, Attorney.

Party	Party Type	Terminated from Case	Attorney
Widget Company	Plaintiff-Appellant		Werner, Christine M.
Big River Company	Defendant-Appellee		Elser, John D.

Attorneys: A table with columns: Attorney, Party Type(s) Represented, Representation End.

Attorney	Party Type(s) Represented	Representation End

Red boxes in the image highlight the "Case Number" column header, the "Originating Case" column, the "Party" column, and the "Attorney" column. A red callout box labeled "Click here" points to the "Party" column.

Slide notes

The case query page shows various pieces of information about your selected case. At the top of the page is information about any associated cases. This case has none.

Next is information about the originating cases. For our case it displays information about the court reporters and the judge in the originating case, plus the date it was filed, the date the Judgment was entered, and the date the notice of appeal was filed.

The parties are also listed, along with their party types and their attorneys. If the party were terminated, the date of termination would also appear.

There are hyperlinks for the originating case and for the parties. If you clicked the hyperlink for the originating case, you would be allowed to query that case. If you clicked the hyperlink for one of the parties, you would be able to obtain a case summary or case query for each of the cases to which they were a party.

Scroll down the page.

Slide 27 - Slide 27

Click here.

Click the Back button.

Party	Party Type	Terminated from Case	Attorney
Widget Company	Plaintiff-Appellant		Werner, Christine M.
Big River Controls	Defendant-Appellee		Elser, John D.

Attorneys

Attorney	Party Type(s) Represented	Representation End
Werner, Christine M.	Plaintiff-Appellant	
Elser, John D.	Defendant-Appellee	

PACER Service Center

Transaction Receipt

03/13/2007 07:50:44

PACER Login:	us0272	Client Code:	Cunningham
Description:	Case Query	Search Criteria:	62-1100
Billable Pages:	1	Cost:	0.08

Slide notes

The attorneys are listed near the bottom of the page. If you click an attorney's name, you would get a case selection table that would allow you to obtain a case summary or case query for each of the cases to which that attorney is linked.

Click the browser's Back button.

Slide 28 - Slide 28

The screenshot shows a Microsoft Internet Explorer browser window titled "Cases Selection Table - Microsoft Internet Explorer". The address bar contains the URL "https://ecf.ca8.uscourts.gov/cmecf/servlet/TransportRoom". The page content includes a navigation menu with "Court Home", "Case Search", "XML", and "ASCII" links, along with "Logout" and "Help" links. A table titled "Case Selection Page" has the following data:

Case No./Title	Opening Date	Last Docket Entry	Originating Case No.
62-1100 Widget Company v. Big River Company	01/16/2007	03/12/2007 09:19:00	4-06-cr-00046-JMM

Below the table, a "Note" section provides instructions: "Click on Case No. to get Case Summary", "Click on Short Title to get Case Query", and "Click on Originating Case No. to get Case Summary for Originating Case". At the bottom, a "PACER Service Center Transaction Receipt" is displayed with the following details:

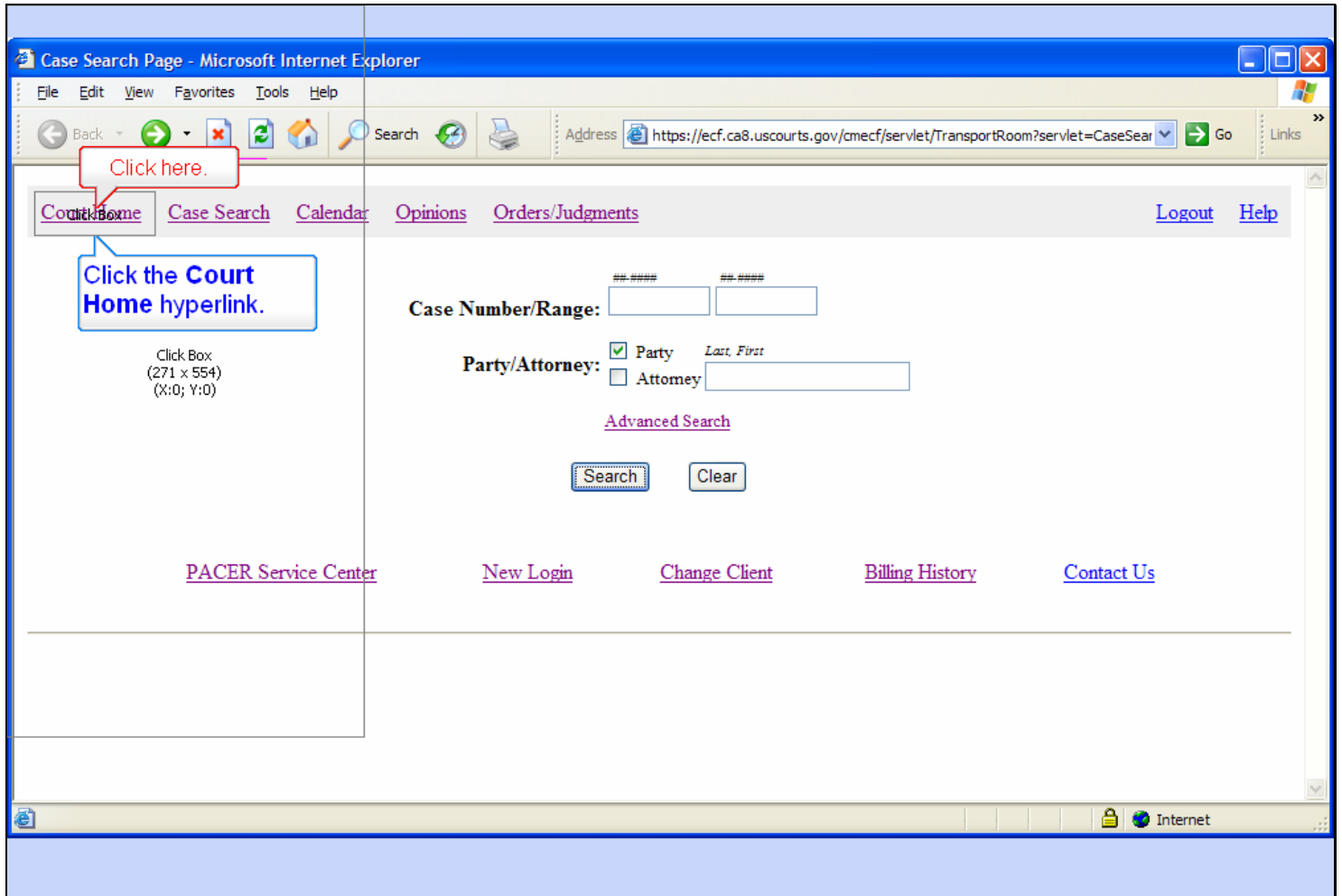
PACER Service Center			
Transaction Receipt			
03/13/2007 07:47:32			
PACER Login:	us0272	Client Code:	Cunningham
Description:	Case Selection Table	Search Criteria:	Case: 62-1100
Billable Pages:	1	Cost:	0.08

Two callout boxes are present: a red one pointing to the "Case Search" link with the text "Click here.", and a blue one pointing to the "Case No." in the table with the text "Click the Case Search hyperlink.".

Slide notes

Click the Case Search hyperlink.

Slide 29 - PACER Related Functions



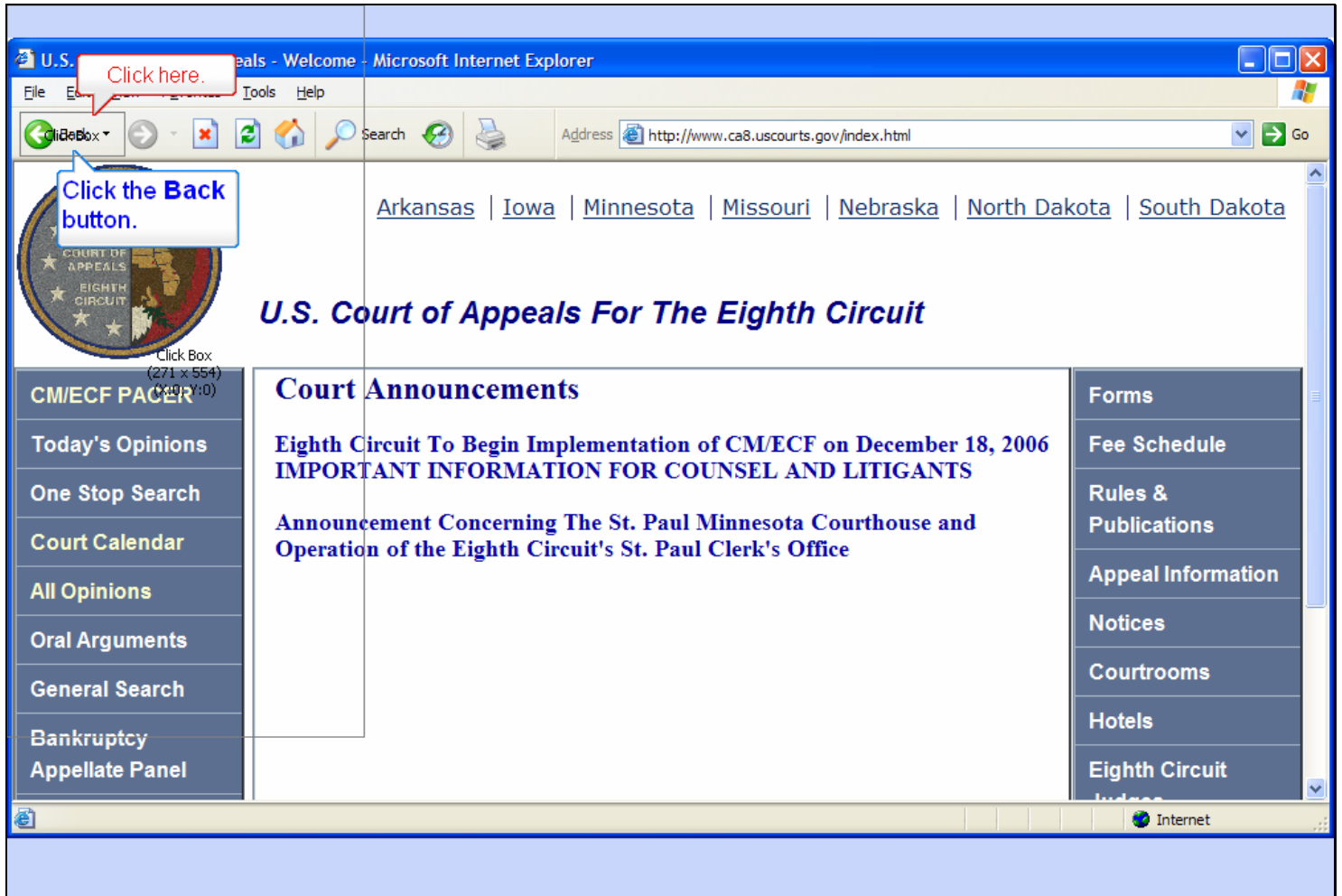
Slide notes

And we're back to the Case Search Page.

The Case Search Page is also the primary page for all PACER related functions. The page has several hyperlinks. We'll explore several of them in this lesson.

To begin, click the hyperlink for Court Home.

Slide 30 - Court Home

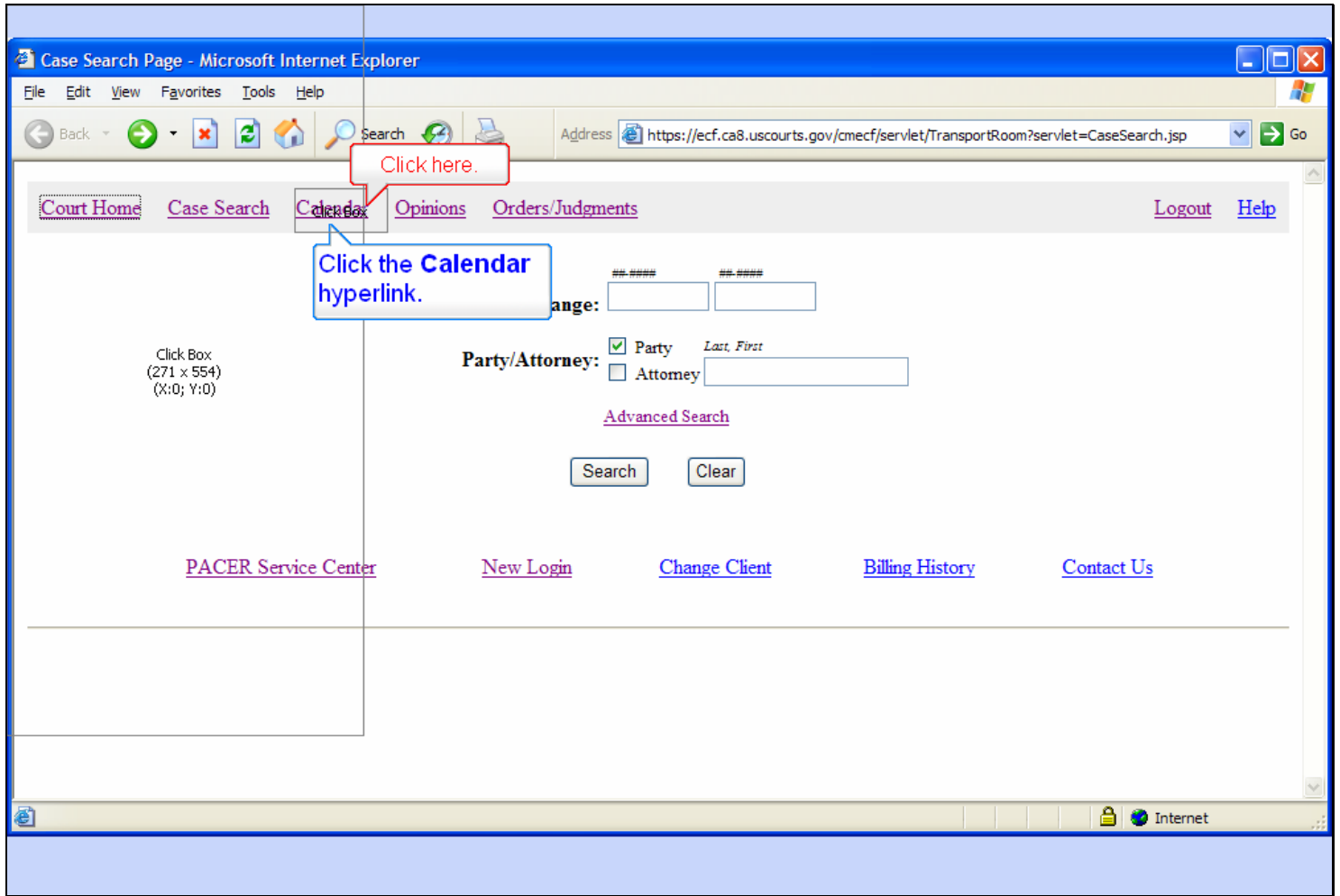


Slide notes

Your browser displays the home page for the U.S. Court of Appeals for the Eighth Circuit.

To return to the Case Search Page, click the browser's Back button.

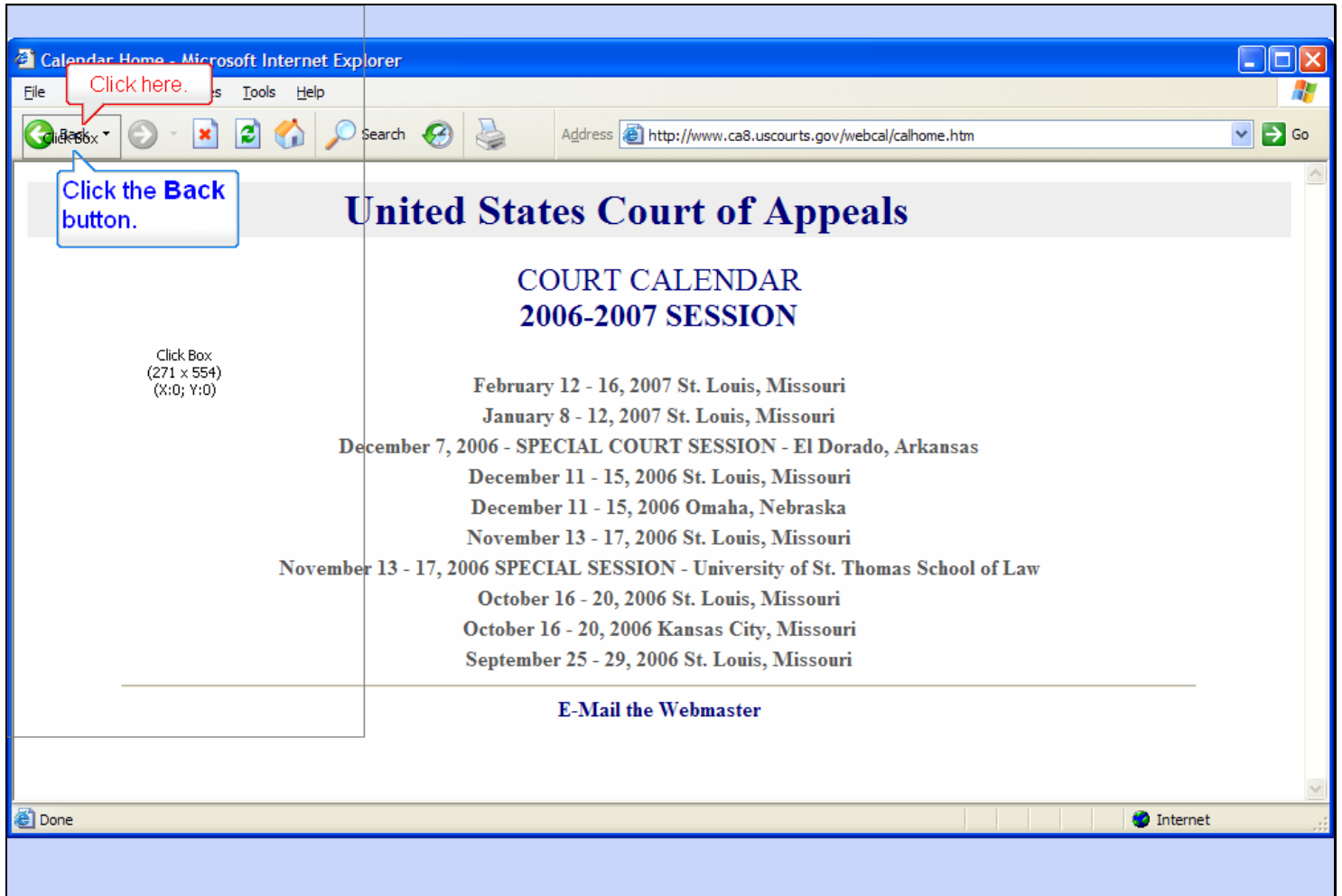
Slide 31 - Slide 31



Slide notes

Next, click the Calendar hyperlink.

Slide 32 - Court Calendar

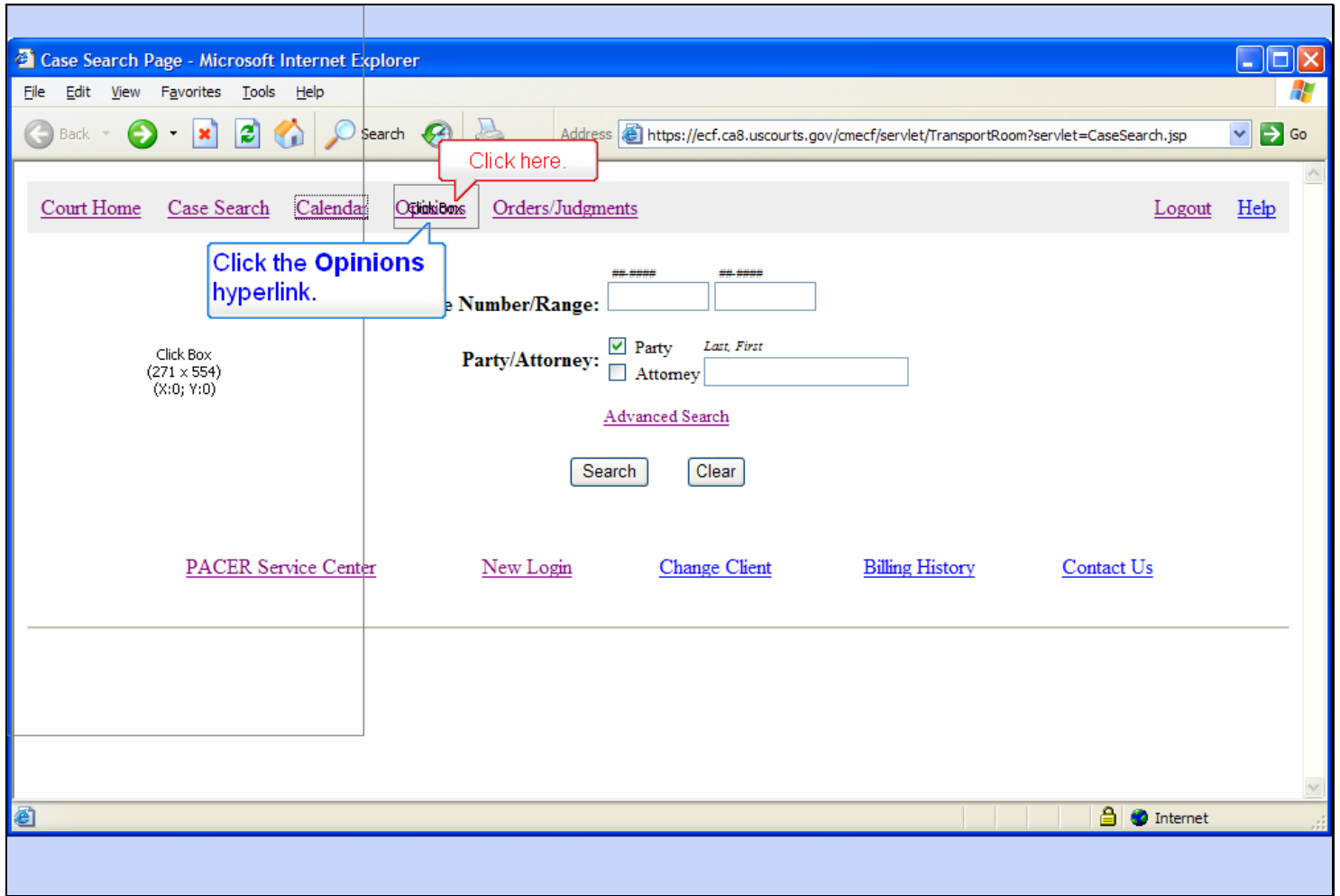


Slide notes

Your browser now shows you the court calendar for the Eighth Circuit.

Click the Back button to return to the Case Search Page.

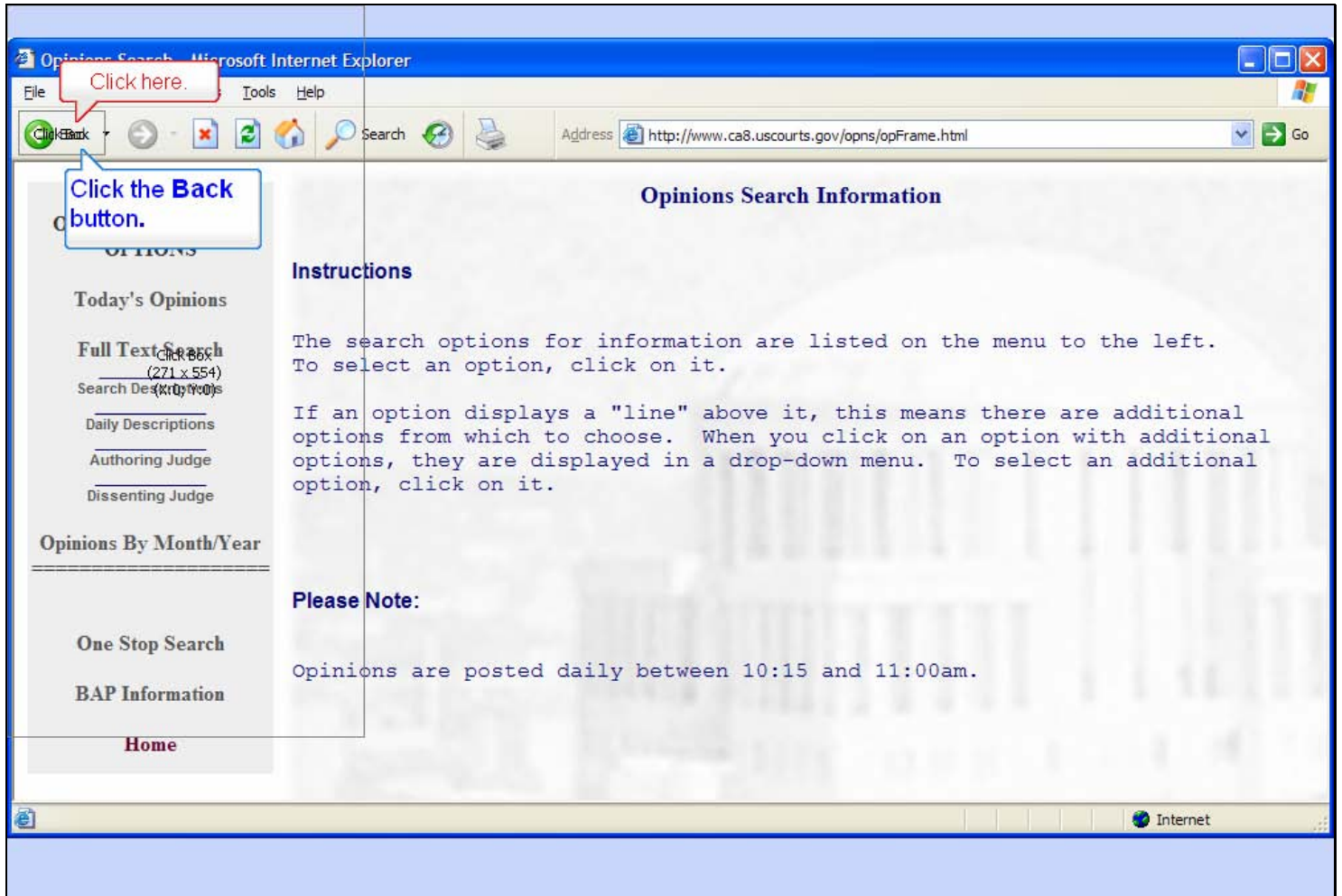
Slide 33 - Slide 33



Slide notes

The Case Search Page also has a hyperlink for Opinions. Click that hyperlink.

Slide 34 - Opinions

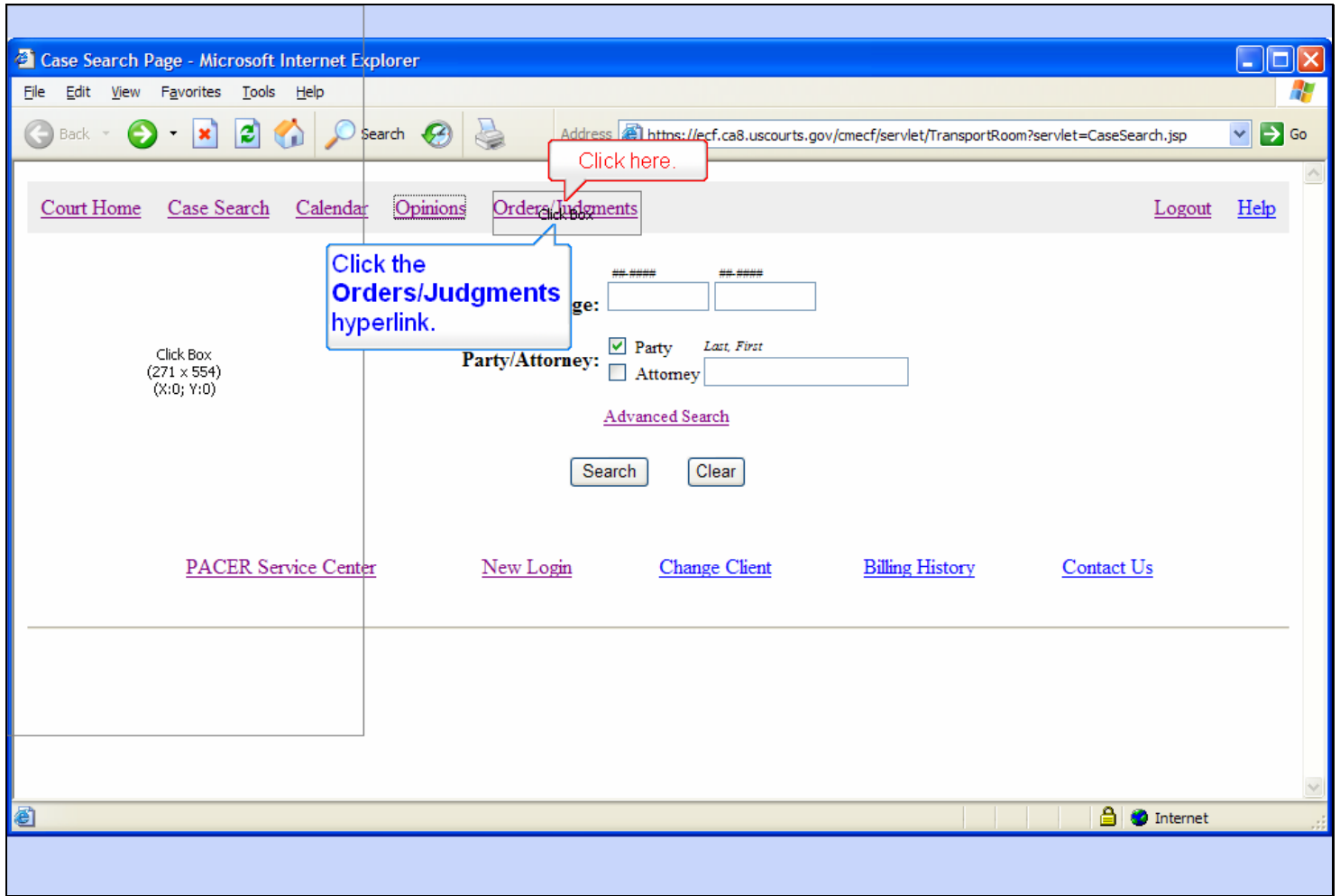


Slide notes

You're taken to the Eighth Circuit's Opinions Search page. You can use this page to search for opinions that have been posted on their web site.

Click the Back button to return to the Case Search Page.

Slide 35 - Slide 35



Slide notes

Now try the Orders/Judgments hyperlink.

Slide 36 - Orders/Judgments

Click Box
(271 x 554)
(X:0; Y:0)

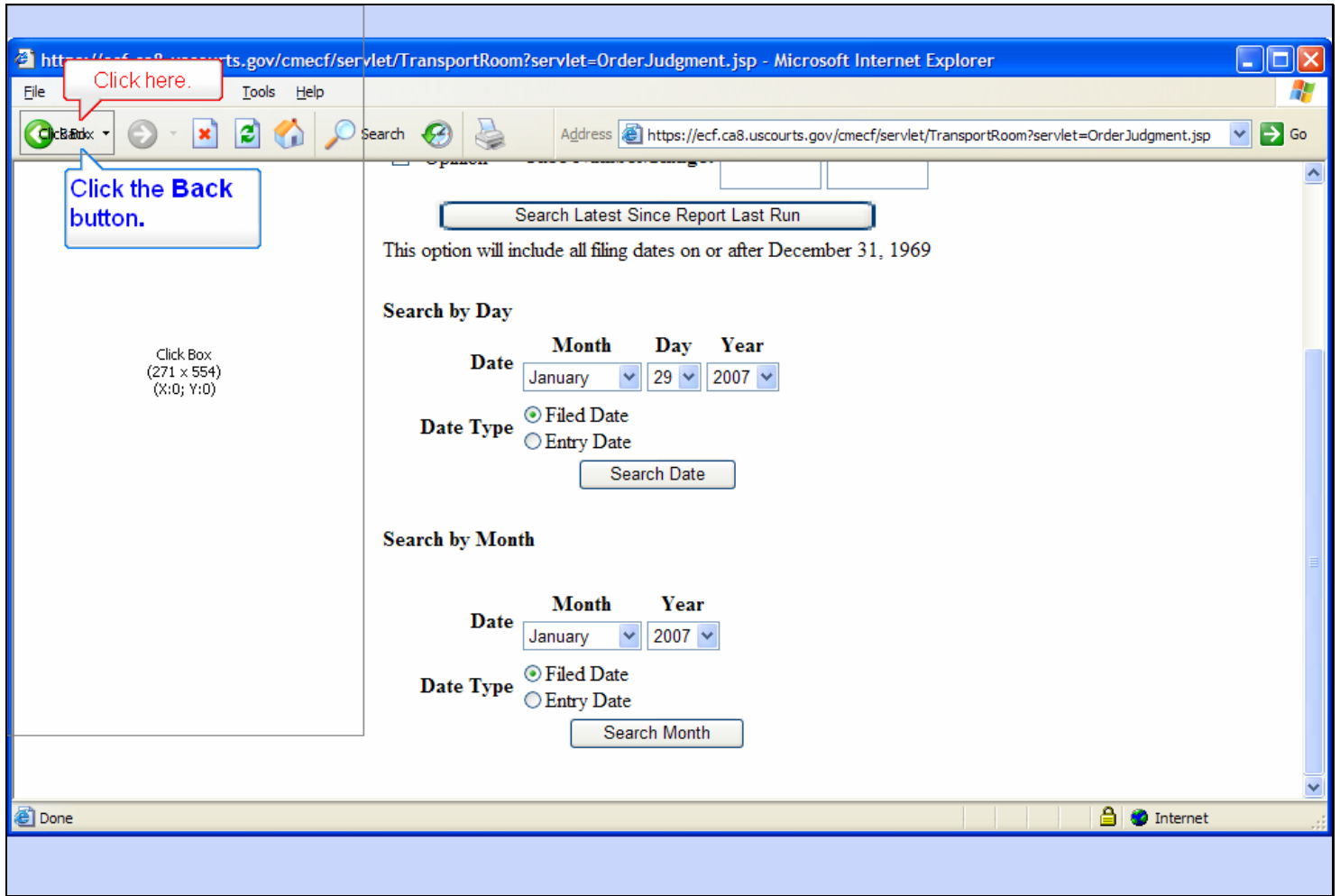
Click here.

Slide notes

The Orders/Judgments and Opinions page allows you to search for these things using various search criteria.

Scroll down to see the other search criteria options.

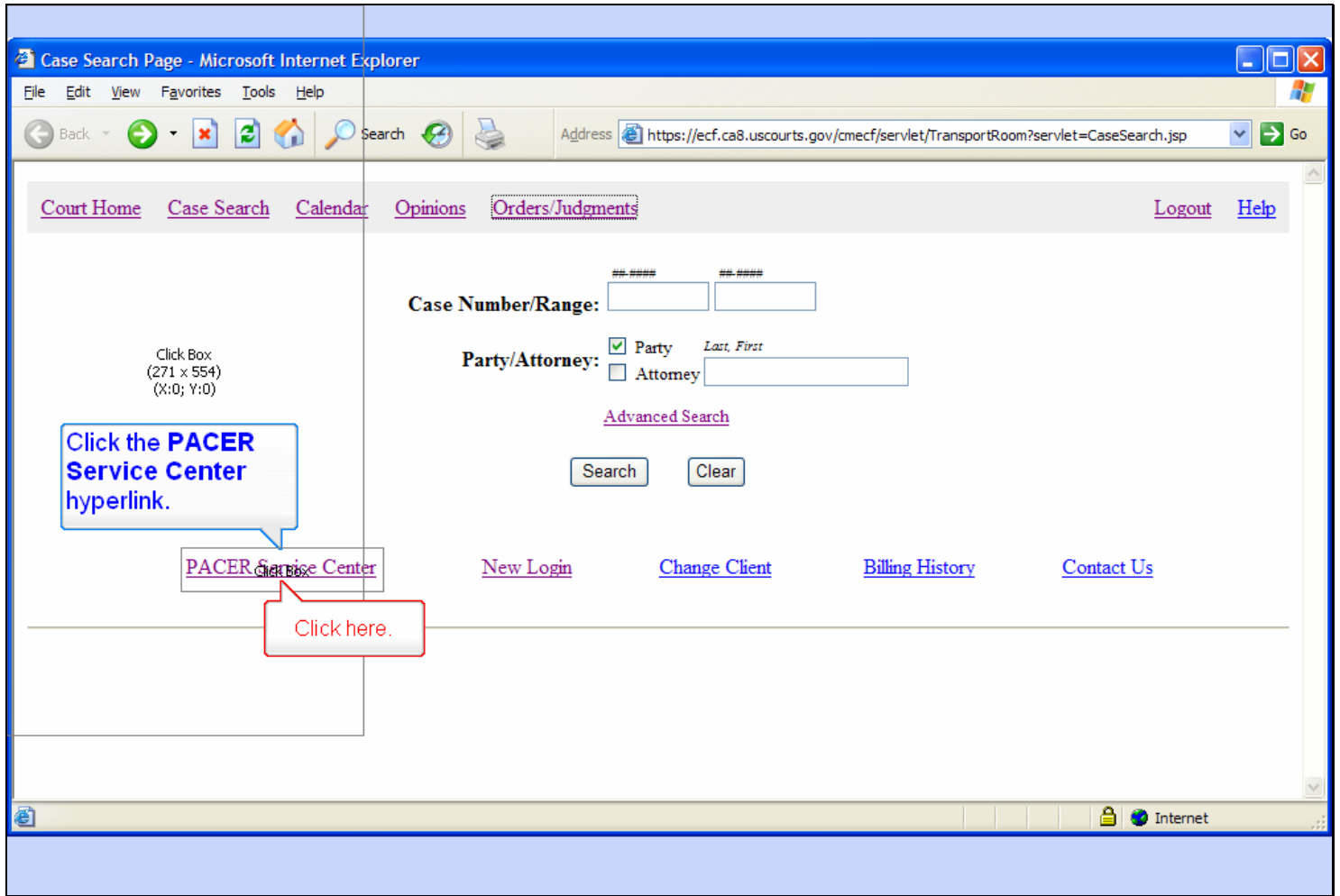
Slide 37 - Slide 37



Slide notes

Click the Back button to return to the Case Search Page.

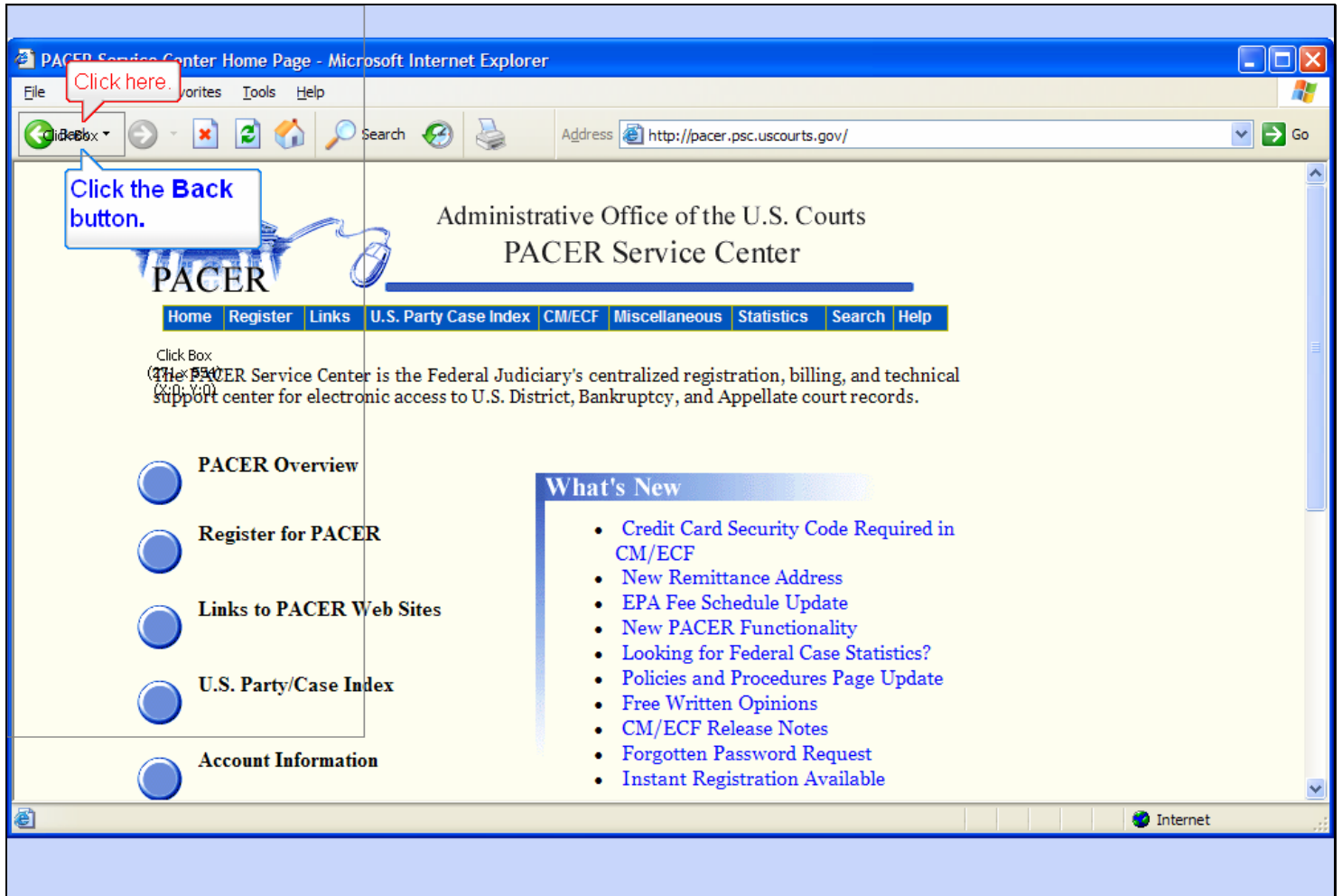
Slide 38 - Slide 38



Slide notes

Now click the PACER Service Center hyperlink.

Slide 39 - PACER Service Center

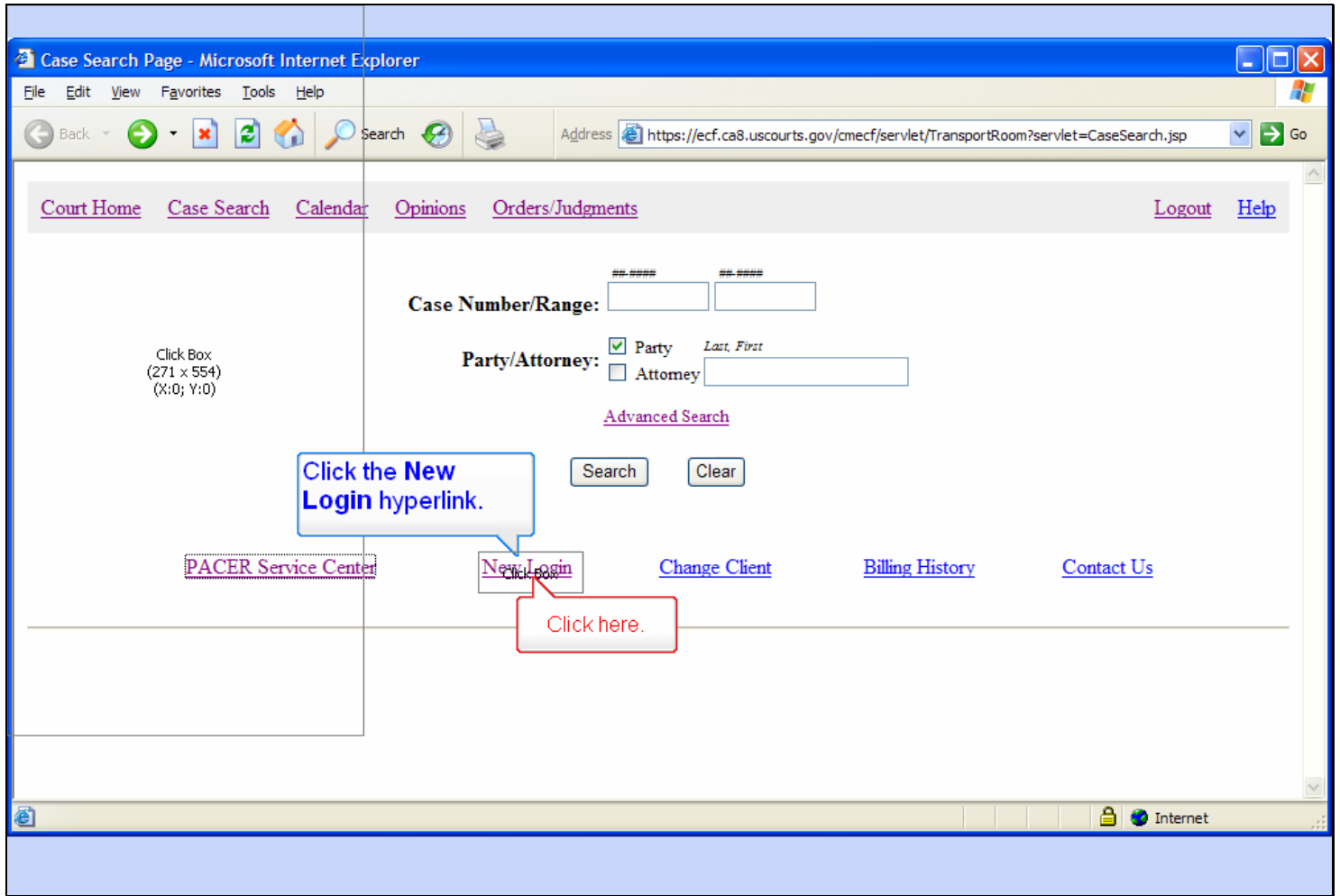


Slide notes

You're now looking at the PACER Service Center's home page.

To return to the Case Search Page, click the Back button.

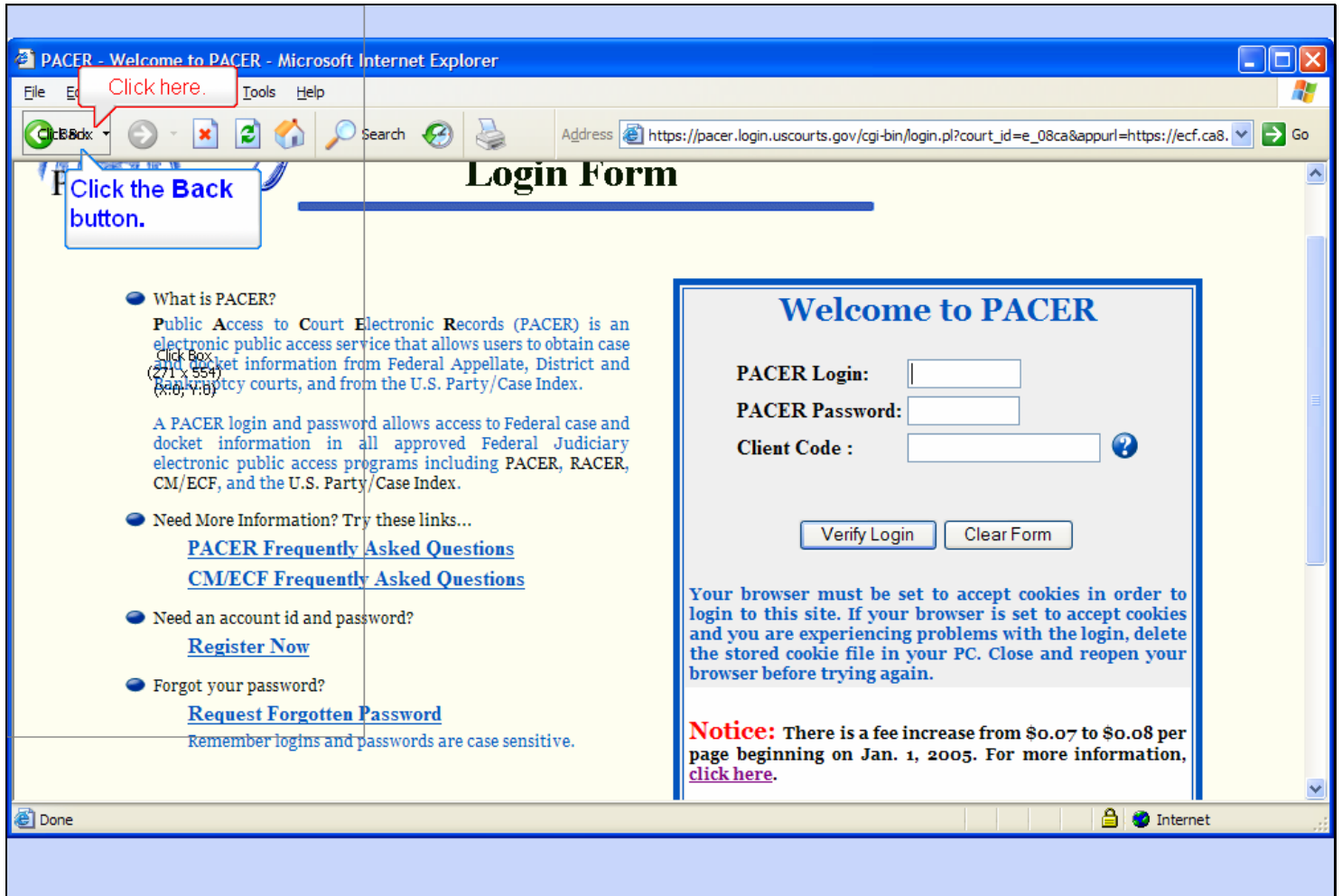
Slide 40 - Slide 40



Slide notes

The New Login hyperlink will take you to the PACER Service Center web site and allow you to login with a different PACER login. Click that link.

Slide 41 - New Login

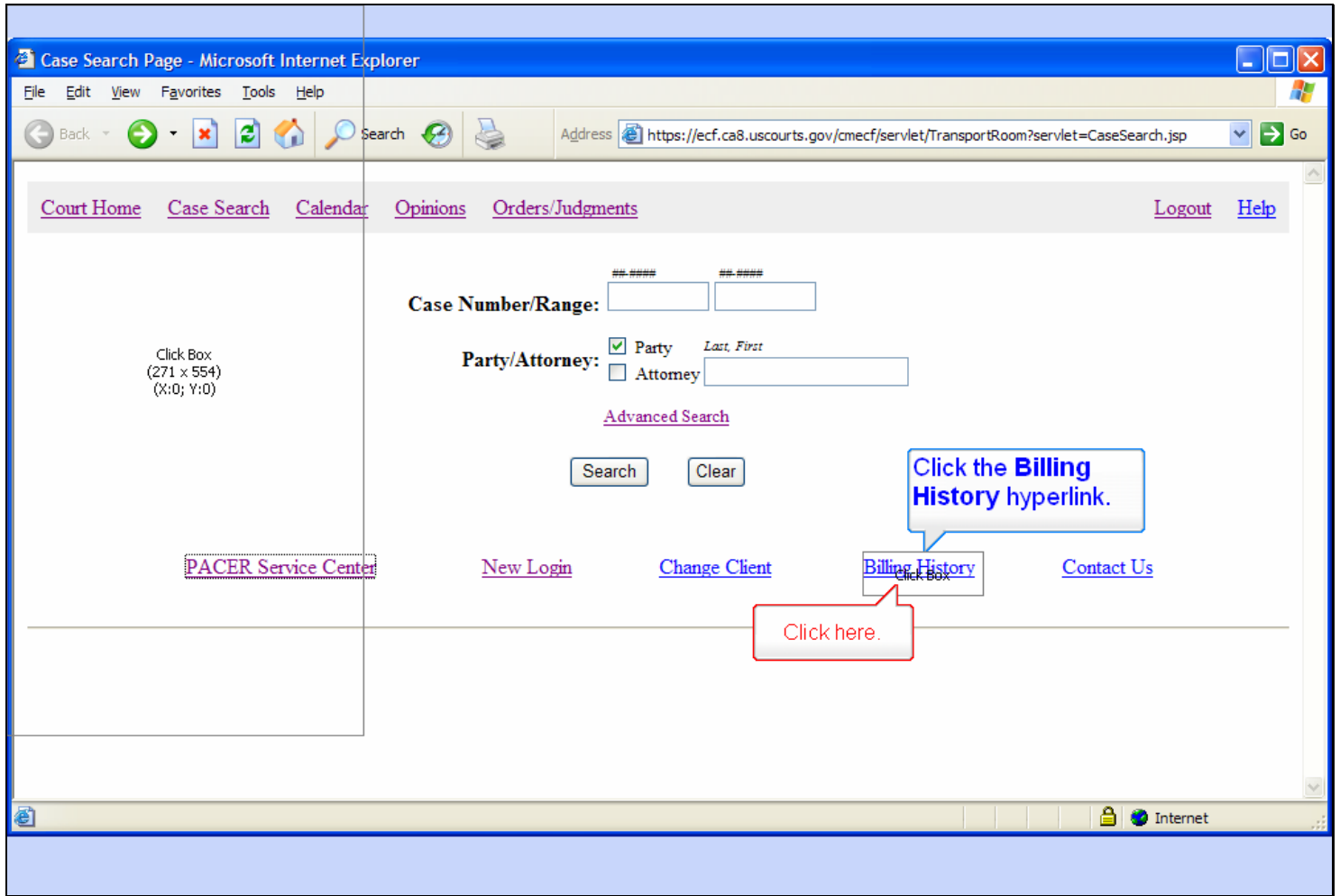


Slide notes

On the PACER login form, you would enter the desired PACER Login and Password, and optionally enter a client code.

Click the Back button to return to the Case Search Page.

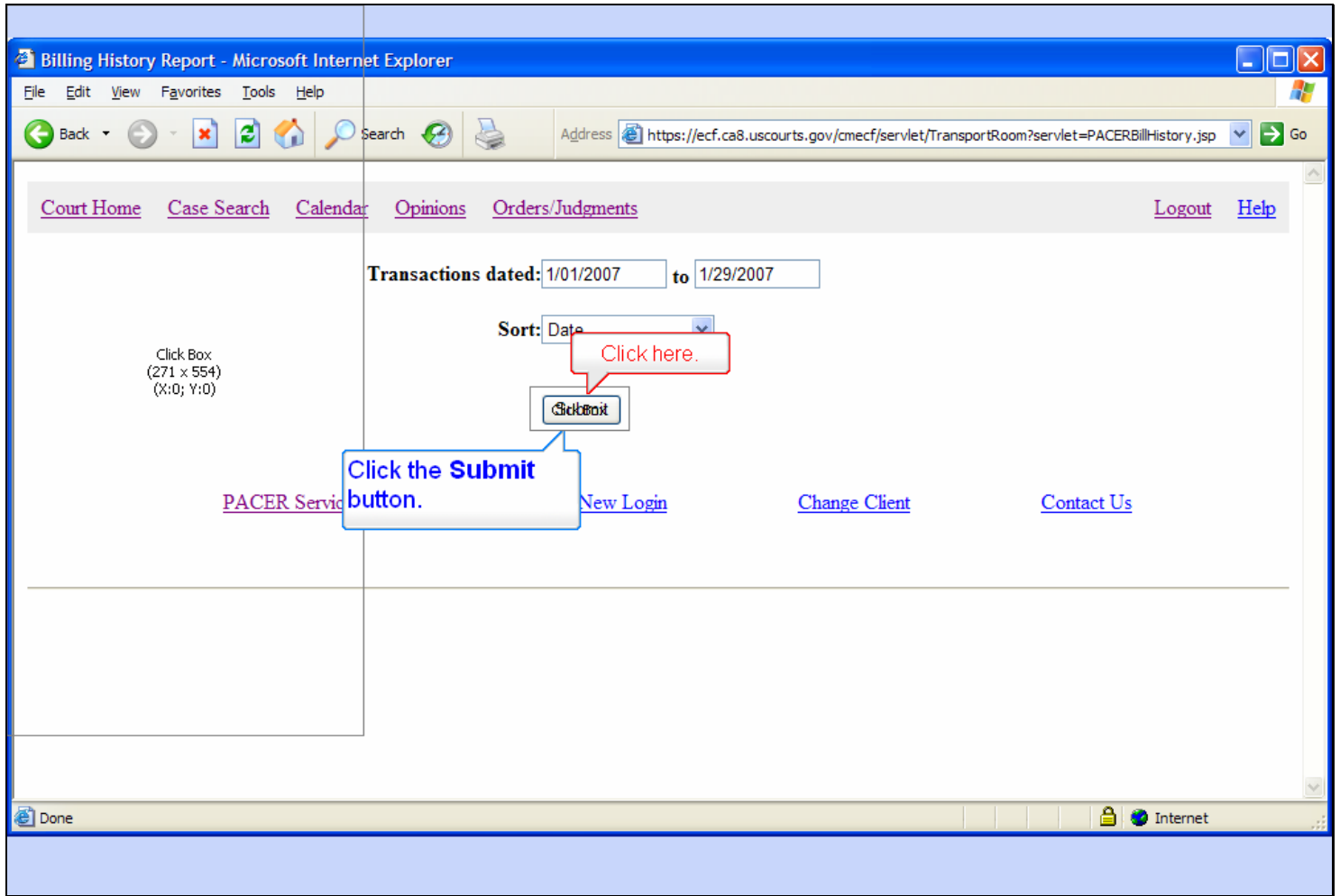
Slide 42 - Slide 42



Slide notes

To see your current PACER billing history, click the Billing History hyperlink.

Slide 43 - Billing History



Slide notes

You can limit the billing history by entering a date range for transactions. The default date range is the current month, but you can enter different dates if desired.

You can also sort the history by either date or client code and date.

Click the Submit button to see all transactions in January sorted by date.

Slide 44 - Slide 44

Click Box
(271 x 554)
(X, Y, Z)

PACER User: us0272
Court: 08 Eighth Circuit Court of Appeals

Date	Time	Pages	Client Code	Description	Search Criteria
01/03/2007	15:17:34	1		Case Selection Table	Case: 06-1001
	15:17:35	1		Case Selection Table	Case: 06-1488
	15:17:37	1		Case Query	06-1001
	15:17:42	1		Case Summary	06-1488
	15:18:10	1		Case Selection Table	Case: 06-1001
	15:18:24	1		Case Selection Table	Case: 06-1001
	15:18:43	1		Order Selection Table	Search on filed date since 1969/12/31 for all, codes: p, j, o, case 06-1001
	15:19:06	1		Case Selection Table	Case: 06-1001
	15:19:07	1		Case Selection Table	Case: 06-1001
	15:19:12	1		Case Summary	06-1001
	15:19:16	1		Case Summary	06-1001
	15:19:18	1		Case Query	06-1001

Click here.

Slide notes

The report shows all PACER transactions for the entered date range, the number of pages for each transaction, and the costs.

Scroll down to the bottom of the report.

Slide 45 - Slide 45

Click here.

Click the Back button.

		1		Case Query	07-1182
		AL:	50	pages	
		\$	4.00	charges	
01/29/2007	10:53:58	1	Cunningham	Case Selection Table	Case: 62-1100
	10:54:05	1	Cunningham	Case Summary	62-1100
	10:54:18	1	Cunningham	Full Docket Report	62-1100
	10:54:27	1	Cunningham	Case Selection Table	Case: 62-1100
	10:59:07	1	Cunningham	Case Query	62-1100
	11:00:01	1	Cunningham	Case Selection Table	Name: Widget Company (pty pty)
	11:00:08	1	Cunningham	Case Selection Table	Name: Big River Company (pty pty)
	SUB TOTAL:	7	pages		
	\$	0.56	charges		
	TOTAL:	5247	pages		
	\$	419.76	charges		

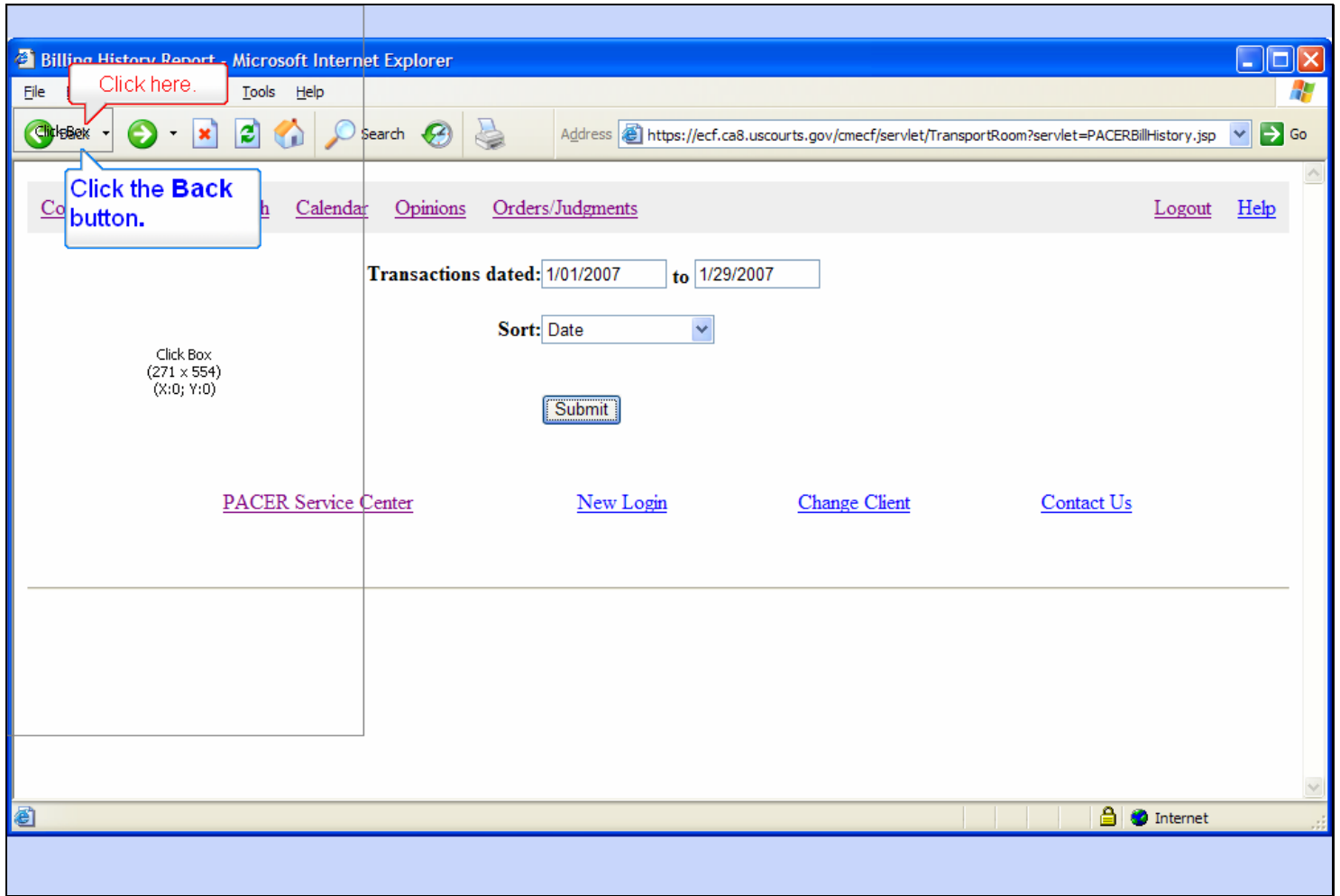
[PACER Service Center](#) [New Login](#) [Change Client](#) [Contact Us](#)

Slide notes

The total for the displayed time period is shown at the bottom of the report.

Click the Back button.

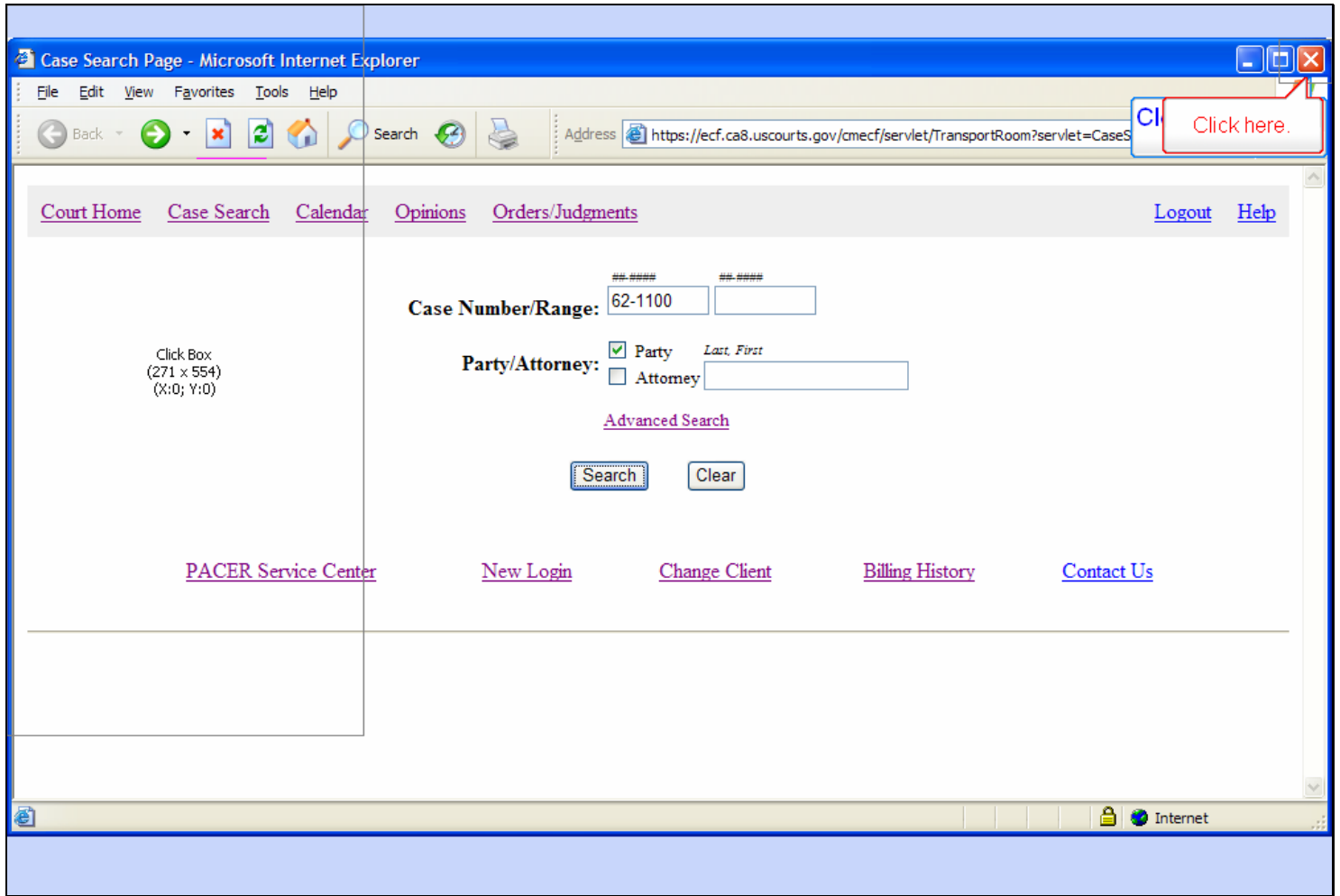
Slide 46 - Slide 46



Slide notes

And click Back one more time to return to the Case Search page.

Slide 47 - Slide 47



Slide notes

Close the Case Search Page.

Slide 48 - Back to Startup Page



The screenshot shows a web browser window titled "Startup Page" with a menu bar containing "Docketing", "Reports", "Logout", and "Help". The main content area has a yellow background and features the seal of the United States Court of Appeals, Eighth Circuit. Below the seal, the text reads "U.S. Court of Appeals CM/ECF Official Attorney Electronic Document Filing System". A disclaimer states: "This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to the Federal Rules of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18 USC 152 and 3571." A "Welcome" section follows, with the text: "Welcome to the U.S. Court of Appeals Case Management/Electronic Case Files System. Please select an option from the menu." and "Last login Jan 22, 2007 7:25:35 AM CST".

Slide notes

And that was a quick tour of the Reports menu and the PACER options.

Slide 49 - Logout

Slide notes

To end your CM/ECF session, click Logout in the menu.

Slide 50 - Logout Menu

Startup Page

Docketing Reports Logout CM/ECF

Click here.

Click Logout CM/ECF.

Click Box
(271 x 554)
(x:0; y:0)

U.S. Court of Appeals CM/ECF
Official Attorney Electronic Document Filing System

This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to the Federal Rules of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18 USC 152 and 3571.

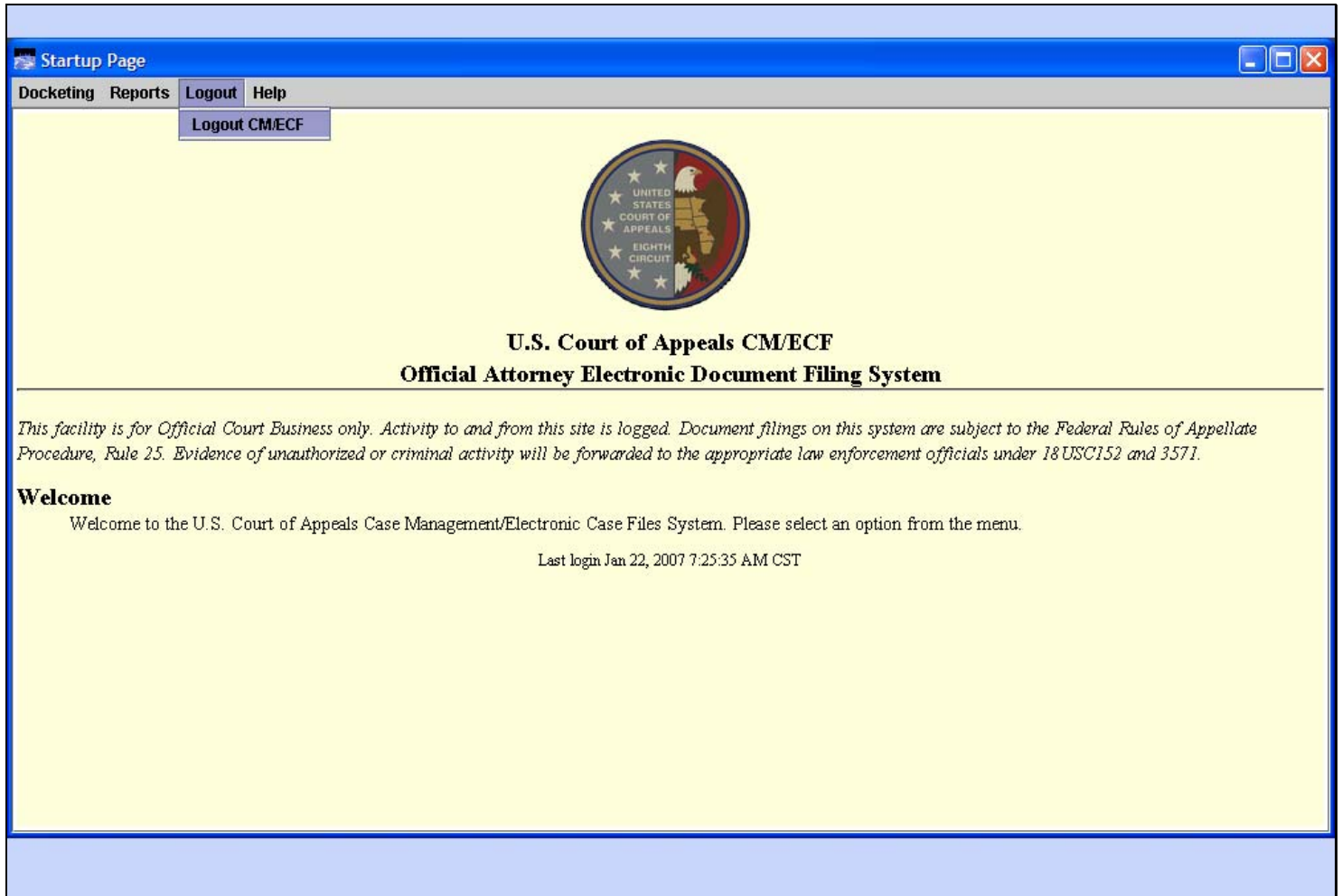
Welcome
Welcome to the U.S. Court of Appeals Case Management/Electronic Case Files System. Please select an option from the menu.

Last login Jan 22, 2007 7:25:35 AM CST

Slide notes

Now click Logout CM/ECF.

Slide 51 - Slide 51

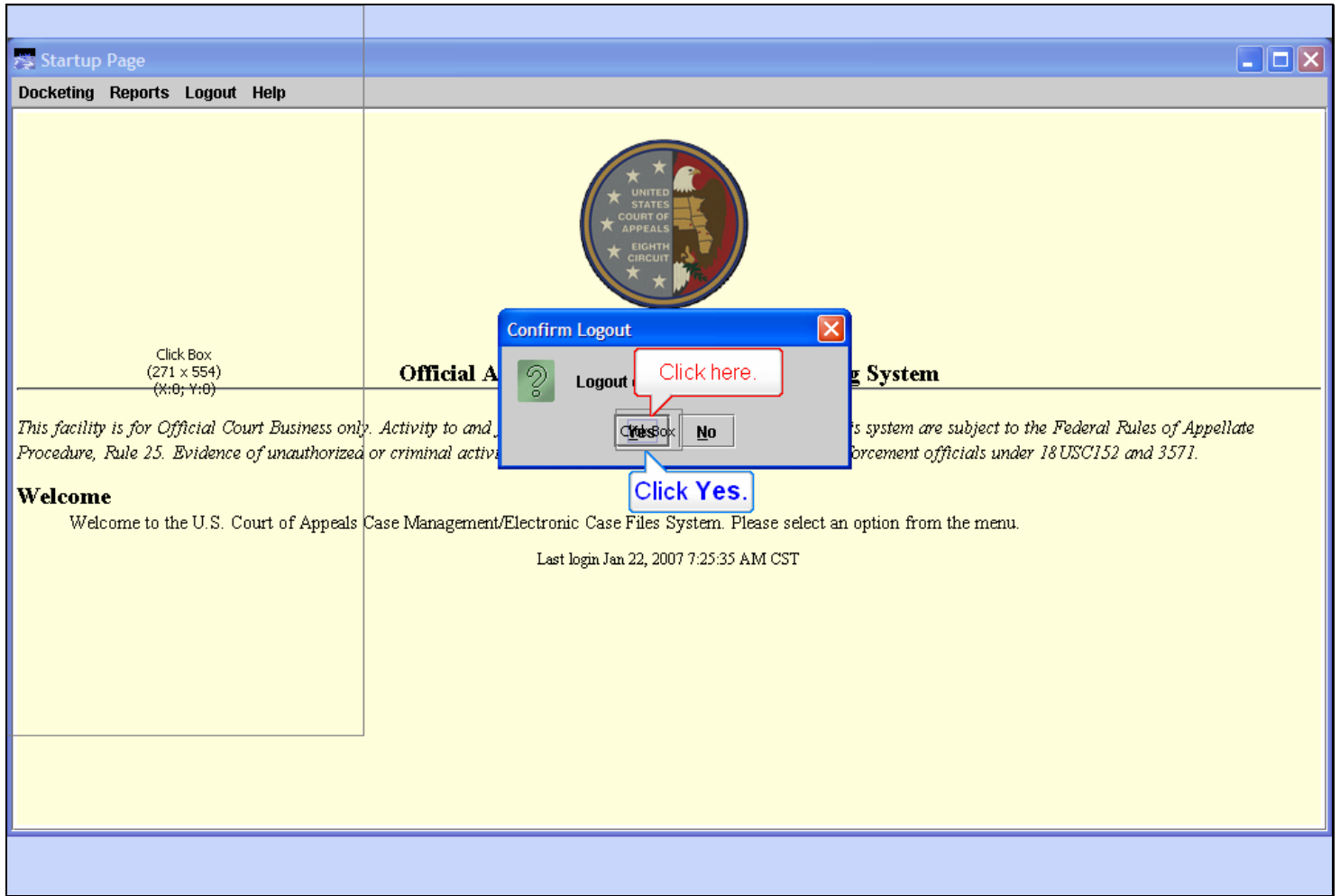


The screenshot shows a web browser window titled "Startup Page". The browser's address bar and menu bar are visible. The menu bar includes "Docketing", "Reports", "Logout", and "Help". A "Logout CM/ECF" button is located below the menu bar. The main content area features the official seal of the United States Court of Appeals, Eighth Circuit, centered on a yellow background. Below the seal, the text reads "U.S. Court of Appeals CM/ECF" and "Official Attorney Electronic Document Filing System". A horizontal line separates this header from a disclaimer paragraph: "This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to the Federal Rules of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18 USC 152 and 3571." Below the disclaimer, the word "Welcome" is followed by the text: "Welcome to the U.S. Court of Appeals Case Management/Electronic Case Files System. Please select an option from the menu." At the bottom of the page, it says "Last login Jan 22, 2007 7:25:35 AM CST".

Slide notes

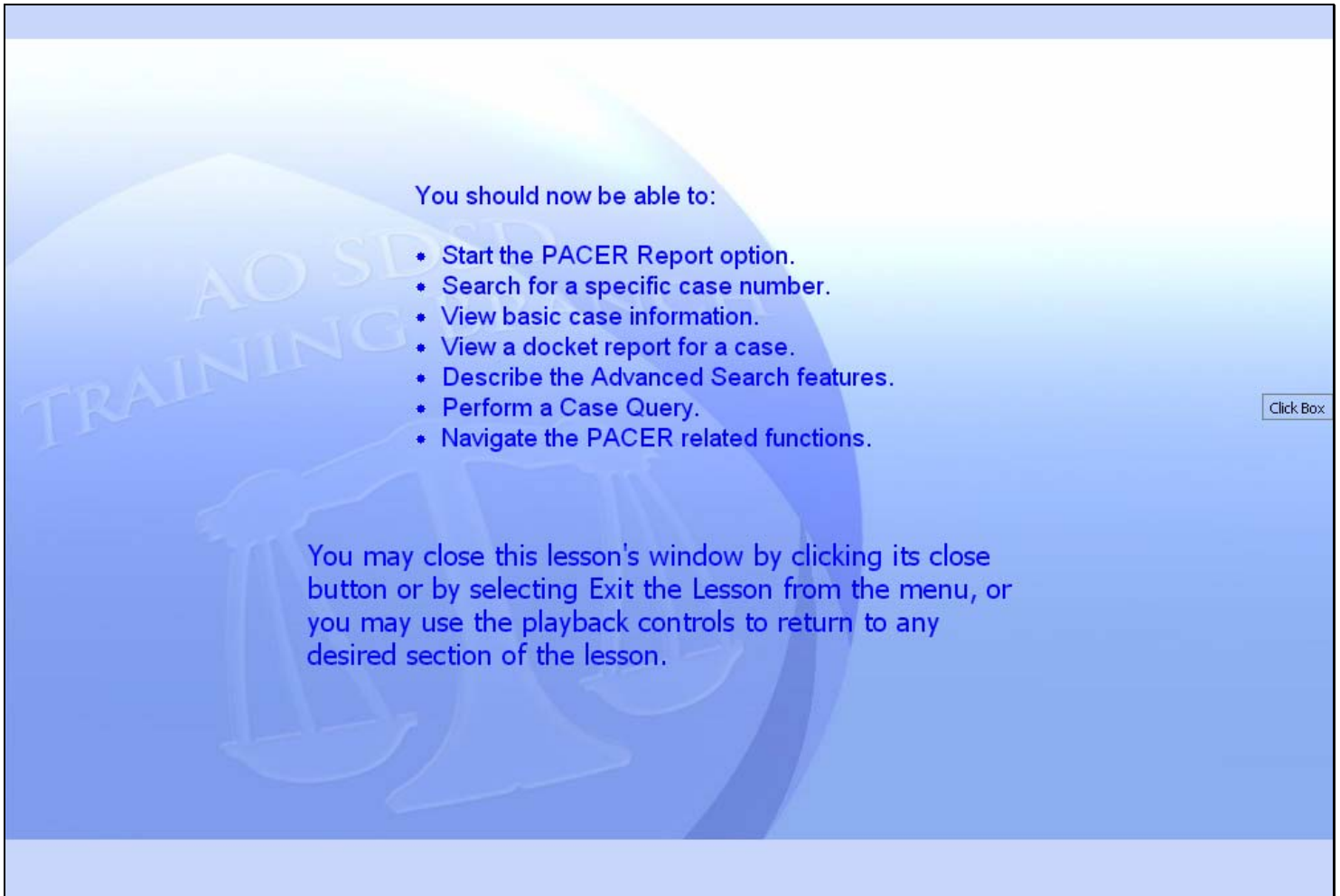
(Note: This is a transition page.)

Slide 52 - Logout OK



Slide notes

Confirm you want to logout by clicking Yes.

Slide 53 - SummaryThe slide features a blue gradient background with a faint watermark of a scale of justice and the text "AO STSD TRAINING". The text is centered and reads: "You should now be able to:" followed by a bulleted list of seven items. Below the list, a paragraph explains how to close the lesson window. A small "Click Box" button is visible on the right side of the slide.

You should now be able to:

- Start the PACER Report option.
- Search for a specific case number.
- View basic case information.
- View a docket report for a case.
- Describe the Advanced Search features.
- Perform a Case Query.
- Navigate the PACER related functions.

You may close this lesson's window by clicking its close button or by selecting Exit the Lesson from the menu, or you may use the playback controls to return to any desired section of the lesson.

Click Box

Slide notes

This concludes the PACER Report lesson module.

You should now be able to:

Start the PACER Report option.

Search for a specific case number.

View basic case information.

View a docket report for a case.

Describe the Advanced Search features.

Perform a Case Query.

Navigate the PACER related functions.

You may close this lesson's window by clicking its close button or by selecting Exit the Lesson from the menu, or you may use the playback controls to return to any desired section of the lesson.

Slide 54 - Exit



Slide notes

Goodbye.