

What's New in ECF Release 3.3

U.S. Bankruptcy Court for the District of Oregon

The ECF Train database will be updated on March 9, 2009 with Release 3.3, which offers some new and enhanced features. They are explained briefly below.

Within this document are hyperlinks to electronic learning modules (ELMs) that provide a step by step explanation of the updates in addition to the overview below.

New Search Features:

A **Search** option has been added to the blue menu bar. Users can search for menu items and events by a word or word fragment. Clicking on the desired option begins the filing process.

Event Search When you must choose from a long list of events to docket, such as in the Motions/Applications category under the Bankruptcy heading, it is no longer necessary to scroll through the list to find the desired event. Entering a key word in the text box above the list will result in the full list being replaced by a list of just those events with the key word. Clicking on an event in the "Available Events" list will cause the event appear in the "Selected Events" list. After choosing one event, if you are docketing a multiple part motion, use the event search to find your next event, then hold down the Ctrl key and click on the entry; this entry will now also appear in the "Selected Events" list. Once the desired events are in the "Selected Events" list, click Next to proceed with filing.

Run the [New ECF Interface ELM](#) to see how it works!

Collection of Additional Data Elements at Case Opening

The Judicial Conference Committee on the Administration of the Bankruptcy System has noted that the Executive Office for the U.S. Trustees (EOUST) has shown a statutory need for several BAPCPA related data elements. The Bankruptcy Committee requested that ECF be modified to collect these additional data elements and pass them along to the EOUST to meet their reporting and business needs. An updated description of the data for case upload can be found at the PACER Service Center's site at http://pacer.psc.uscourts.gov/cmecf/developer/case_upload.html.

The additional data elements are provided by electronic case filers. By using updated petition preparation software, the process will be no more time consuming or burdensome than the current case opening process as the data from the schedules is electronically copied

to ECF. Please contact your petition preparation software vendor to obtain the upgrade.

If this information is not available at the time of filing, you may submit this information by going to Bankruptcy/Miscellaneous/EOUST Statistics. A screen is provided to collect this information.

Run the [Additional Case Opening Statistics ELM](#) to see how it works!

PDF Headers

Documents viewed or printed from the ECF docket report or a Notification of Electronic Filing (NEF) now have a header which displays the case number, docket entry number, and date filed.

Docket Report

View Multiple Documents allows you to view or download a set of selected PDF documents as one PDF. After you click *Run Report*, checkboxes appear next to each docket entry and you can click to select the documents you want. Clicking *View Selected* displays a PDF file with all the documents associated with the selected entries. Clicking *Download Selected* produces a compressed (.zip) file which you can save to your file system or disk. PACER billing charges are shown before the PDF files are displayed or downloaded. You will see a similar capability when you click the docket number link for a docket entry with multiple PDFs (for example, a main document and attachments).

Create Appendix produces a single PDF file that includes both a complete docket report and images of the documents selected. Footer format can be included at the bottom of each page of the document.

Run the [Enhanced Docket Report ELM](#) to see how it works!

Other Reports

The **Calendar Events Report** will allow the selection of the hearing and/or case judge and retain the case number from your last query.

The **Deadline/Hearings Report** in Query will display the hearing judge.

Query and the **Docket Activity Report** can now be run with open and closed case options.

Creating Hyperlinks Within a Document

Hyperlinks can be created within a document to other documents, including attachments to

the current document, other documents filed in the case, other documents filed in the court, and other documents filed in other courts. **Note: The court does not provide support for this process. You must contact your IT support if you need assistance.**

If you use Microsoft Word, run the [Creating Hyperlinks in Microsoft Word ELM](#) and also see [Important Information for Microsoft Word Users](#). If you use WordPerfect, run the [Creating Hyperlinks in WordPerfect ELM](#).

Claims/Creditors

The creditor selection process has been enhanced. When selecting a creditor from the list, if a claim or an assignment of claim has been filed, a pop up window will display the name, address and claim number for that creditor. When filing a proof of claim, you will see that a *Find* button has been added to the Amends Claim area. You can click this button to display claims that have been filed in the case. You can click on the column header of Creditor Name or Claim Number to sort the list by that item. If the claim has been assigned, hovering over the Creditor Name will display both the assignee and original claimant.

Run the [Amending Claims ELM](#) and also see [New Claims Features in ECF 3.3](#) for more information.

Cascading Menus

One of the enhancements made to CM/ECF is the addition of cascading or pull-down menus. The cascading menu feature is available in the Train database for testing. If it is determined that users are not interested in the feature, cascading menus may be turned off. Click on the Comments button on the top of most ECF screens to cast your vote!