



ECF Court Link

MARCH 20, 2008

VOLUME 3, ISSUE 2

*Eastern District
of
North Carolina
CM/ECF
Newsletter*



2008 Legal Assistant's Seminar

In this issue:

- *2008 Legal Assistant's Seminar*
- *New Case Assignments*
- *Q&A*
- *ECF Tips*
- *ECF Contacts*
- *News*

The Bankruptcy Court hosts a one day seminar especially designed for bankruptcy paralegals and support staff every two years. The seminar was offered two times in December 2006 at the Bankruptcy Court. The seminar consists of a continental breakfast, speakers on a variety of bankruptcy related topics, a guest speaker, usually one of our judges who speaks on topics which allow you to see a more personal side of them, and a buffet lunch. The registration fee is \$50.00 which includes the meals and written materials. Six hours of CLE credit, including one hour of ethics will be provided.

If you have topics that you would like to see covered at the seminar or have any questions regarding the seminar, please contact:

Laura Whitehead, Training Specialist
1760-A Parkwood Blvd.
Wilson, NC 27893
252-237-0248 ext. 124
laura_whitehead@nceb.uscourts.gov

The next seminar will be held on April 18, 2008, at the Hampton Inn and Suites in Wilson, North Carolina. To register, complete the registration form located on the court's website under Legal Assistant's Seminar.

*Note: Registration deadline has been extended to **March 31, 2008.***

New Case Assignments

U. S. Bankruptcy Court
Eastern District of
North Carolina

1760-A Parkwood Blvd.
Wilson, NC 27893

Tel. 252-237-0248

300 Fayetteville St.
Room 209
Raleigh, NC 27602

Tel. 919-856-4752

Ending with:	Contact Person:	E-Mail Address:	Phone
00 through 06	Lynn Boyd	Lynn_Boyd@nceb.uscourts.gov	(252) 237-0248 x135
07 through 13	Kathy Webb	Kathy_Webb@nceb.uscourts.gov	(252) 237-0248 x173
14 through 20	Lisa Payne	Lisa_Payne@nceb.uscourts.gov	(252) 237-0248 x131
21 through 27	Belinda Witcher	Belinda_Witcher@nceb.uscourts.gov	(252) 237-0248 x130
28 through 34	Shelia Morris	Shelia_Morris@nceb.uscourts.gov	(252) 237-0248 x163
35 through 41	Donna Harris	Donna_Harris@nceb.uscourts.gov	(252) 237-0248 x141
42 through 48	Donna King	Donna_King@nceb.uscourts.gov	(252) 237-0248 x136
49 through 55	Teresa Artis	Teresa_Artis@nceb.uscourts.gov	(252) 237-0248 x128
56 through 62	Lois Ellis	Lois_Ellis@nceb.uscourts.gov	(252) 237-0248 x137
63 through 69	Donna Skinner	Donna_Skinner@nceb.uscourts.gov	(252) 237-0248 x127
70 through 75	Dawn Barnes	Dawn_Barnes@nceb.uscourts.gov	(252) 237-0248 x148
76 through 81	Christy Gurgone	Christy_Gurgone@nceb.uscourts.gov	(252) 237-0248 x134
82 through 87	Sarah Donleycott	Sarah_Glover@nceb.uscourts.gov	(919) 856-4752 x131
88 through 93	Amy Bissette	Amy_Bissette@nceb.uscourts.gov	(252) 237-0248 x149
94 through 99	Kelly Shum-Drake	Kelly_Shum-Drake@nceb.uscourts.gov	(919) 856-4752 x140

QUESTIONS/ANSWERS:

Q. IF THE PARTY/DEBTOR I AM ADDING TO A CASE HAS JR.,SR., III, ETC. CONTAINED IN THEIR NAME DO I INSERT AT THE END OF LAST NAME?

A. NO. INSERT INTO THE GENERATION FIELD WHICH IS LOCATED DIRECTLY BELOW THE FIRST NAME FIELD.

Q. HOW DO I UPLOAD AN ORDER THAT DOES NOT RELATE TO A PREVIOUS MOTION FILED.

A. SELECT UPLOAD SUA SPONTE AND THIS WILL ALLOW YOU TO SELECT ORDER OR SUMMONS WITHOUT REFERENCING AN EXISTING EVENT.

ECF Tips

Service Date Of Pleadings- If a pleading states a party is being electronically served, the pleading should be electronically filed on the date listed on the certificate of service.

Filing Of Pre-Conference Reports- When filing pre-conference reports in adversary proceeding cases signed by multiple parties, check the box indicating it is a joint filing with another attorney and select applicable attorney(s) on next screen. Next on the party screen, select all applicable filers. When presented with the screen reflecting party associations do not exist, click next without selecting to create associations.

Motion To Extend Time/Deadlines- When filing Motions To Extend Time/Deadlines and none of the selections are applicable choose Time For Filing which will present a text box to insert the type of extension requesting. (Ex: Time to File Schedules should be selected when requesting to extend the time to file schedules in an accelerated case. If schedules have been filed; however, the chapter 13 plan has not been filed, Time For Filing should be selected since there is no specific option for that type of extension.)

ECF Contacts:

Carolyn Baker
Telephone Number: 252-237-0248 ext 164
E-Mail Address: Carolyn_Baker@nceb.uscourts.gov

Tina Roberson
Telephone Number: 919-856-4752 ext 102
E-Mail Address: Tina_Roberson@nceb.uscourts.gov

congratulations

Kelsey Ann Bissette was born to Amy Bissette and husband Steven on Saturday, December 22, 2007, at 3:30 pm. She weighed 7 lbs. 13 oz.

Riley Katherine Shum-Drake was born to Kelly Shum-Drake and husband Dylan on Monday, March 3, 2008, at 5:48 p.m. She weighed 6 lbs. 6 oz.