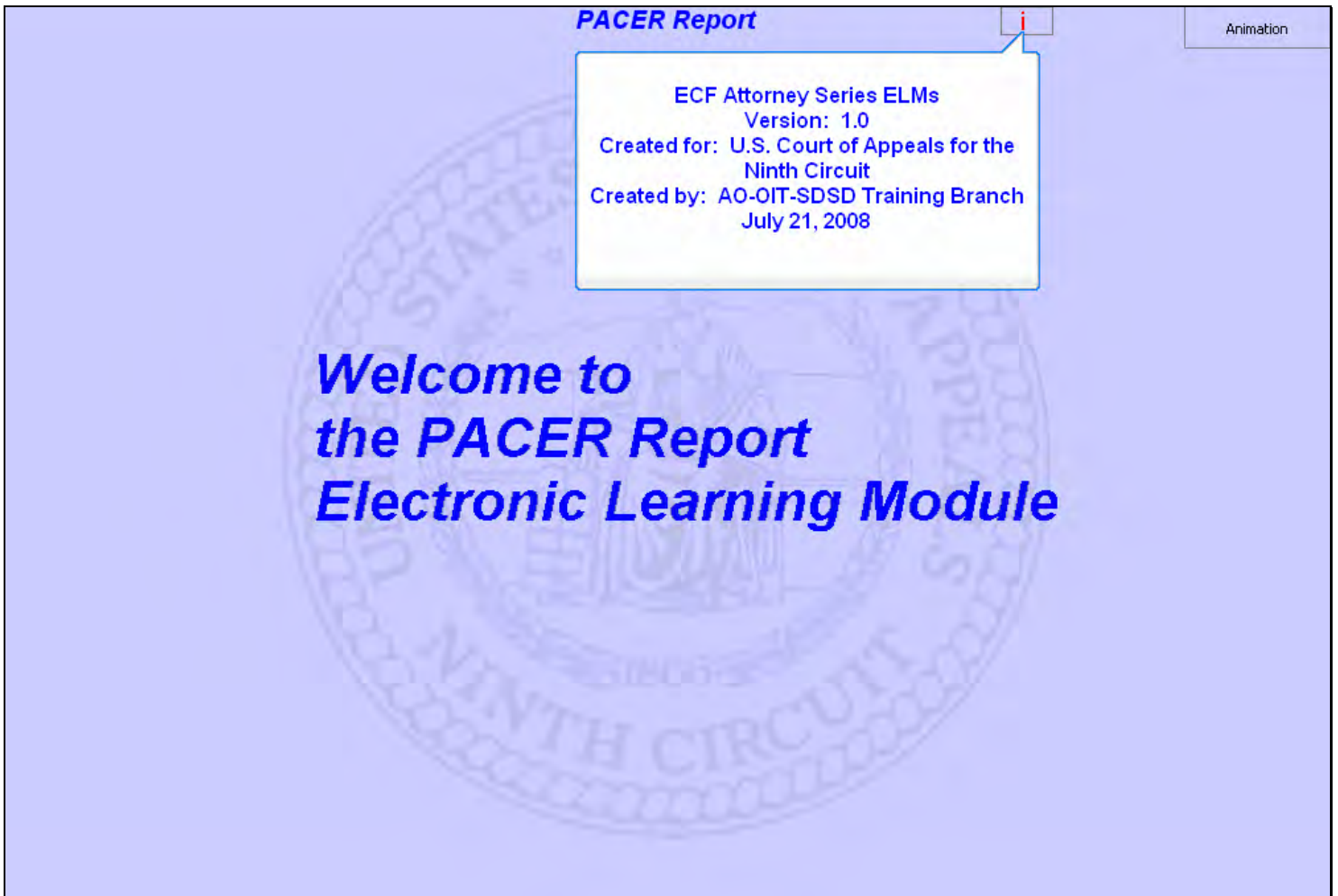


Slide 1 - Splash



The slide features a light blue background with a large, faint watermark of the U.S. Court of Appeals for the Ninth Circuit seal. In the top right corner, there is a small box containing the text "Animation". Below this, the text "PACER Report" is displayed in blue. A yellow callout box with a blue border contains the following text: "ECF Attorney Series ELMs", "Version: 1.0", "Created for: U.S. Court of Appeals for the Ninth Circuit", and "Created by: AO-OIT-SDSD Training Branch July 21, 2008". The main title of the slide is "Welcome to the PACER Report Electronic Learning Module", written in a large, bold, blue font.

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 - Navigation

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.

**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

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.

Click the **Continue** button.

**Slide notes**

Here are the objectives for this lesson. These are the things you will be able to do when you complete this lesson.

Click the Continue button.

Slide 4 - startup page

Startup Page

Docketing Reports Utilities Logout Help

Click Reports.

Welcome to the Case Management/Electronic Case Files System of the U.S. Court of Appeals for the Ninth Circuit.

To access online documentation, choose Help > your-office Help, then click the CM/ECF User Guide link in the web page that opens.



U.S. Court of Appeals for the Ninth Circuit
Official Attorney Electronic Document Filing System CM/ECF

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

Last login Jul 16, 2008 12:11:43 PM PDT

Slide notes

In this lesson we have already logged in to the CM/ECF application. To review the login process, see the Introduction to CM/ECF lesson.

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

Slide 5 - Slide 5

The screenshot shows a web browser window titled "Startup Page". The browser's address bar is empty. The page has a blue header with a navigation menu containing "Docketing", "Reports", "Utilities", "Logout", and "Help". The "Reports" menu is expanded, showing "PACER Report" and "Service List". A callout box with a blue border and white background points to the "PACER Report" link, containing the text "Click PACER Report." Below the menu, the page content is white with a blue border. It features the seal of the United States Court of Appeals for the Ninth Circuit, which is circular and contains the text "UNITED STATES COURT OF APPEALS" and "NINTH CIRCUIT" around a central figure. Below the seal, the text reads "U.S. Court of Appeals for the Ninth Circuit" and "Official Attorney Electronic Document Filing System CM/ECF". At the bottom of the page, there is a disclaimer: "This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to Federal Rule of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18USC152 and 3571." and a login timestamp: "Last login Jul 16, 2008 12:11:43 PM PDT".

Slide notes

Now click on PACER Report.

Slide 6 - Slide 6

The screenshot shows a web browser window titled "Startup Page". The browser's address bar is empty. The page has a blue header with a navigation menu containing "Docketing", "Reports", "Utilities", "Logout", and "Help". The "Reports" menu is expanded, showing "PACER Report" and "Service List". Below the menu, a welcome message reads: "Welcome to the Case Management/Electronic Case Files System of the U.S. Court of Appeals for the Ninth Circuit." Below this, two lines of instructions are provided: "To start, choose an option from one of the menus in the menu bar." and "To access online documentation, choose Help > your-office Help, then click the CM/ECF User Guide link in the web page that opens." The main content area features the official seal of the United States Court of Appeals for the Ninth Circuit, which includes the text "UNITED STATES COURT OF APPEALS" and "NINTH CIRCUIT" around a central figure. Below the seal, the text reads: "U.S. Court of Appeals for the Ninth Circuit" and "Official Attorney Electronic Document Filing System CM/ECF". At the bottom of the page, 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 Federal Rule of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18USC152 and 3571." Below the disclaimer, the text "Last login Jul 16, 2008 12:11:43 PM PDT" is displayed.

Slide notes

NOTE: This is a transition slide.

Slide 7 - PACER Login Screen

Please Login to PACER - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSearch.jsp

Please Login to PACER

[PACER Service Center Home](#)

Not Logged In To PACER

Instructions

Please enter your PACER login and password. If you do not have a PACER login, you may register online at <http://pacer.psc.uscourts.gov>. Client Code is optional. For information, click [here](#).

If you would like to automatically log in to PACER each time you log in to CM/ECF, check the box below.

Authentication

Login:

Type at1868, then press the TAB key.

Make this my default PACER login.

If you wish to automatically use this PACER login and password each time you log into CM/ECF, check the box above. After checking this box, logging into CM/ECF will automatically log you into this PACER account.

Login Clear

NOTICE: An access fee of \$.08 per page, as approved by the Judicial Conference of the United States, will be assessed for access to this service. For more information, [click here](#) or contact the PACER Service Center at (800) 676-6856.

Slide notes

Since PACER fees will apply, we need to enter our PACER account login and password. Before we do, notice the check box to Make this my default PACER login. If you check this box, as the screen indicates, CM/ECF would automatically log you into this PACER account each time you log in to CM/ECF. We'll leave it un-checked for this lesson.

Remember that logins and passwords are case sensitive, so be sure to enter them exactly as they were assigned to you.

For now, enter the Login at1868, then press the TAB key on your keyboard.

Slide 8 - Slide 8

Please Login to PACER - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSearch.jsp

[PACER Service Center Home](#)

Not Logged In To PACER

Instructions

Please enter your PACER login and password. If you do not have a PACER login, you may register online at <http://pacer.psc.uscourts.gov>. Client Code is optional. For information, click [here](#).

If you would like to automatically log in to PACER each time you log in to CM/ECF, check the box below.

Authentication

Login:

Password:

Type **1922ecftest**, then press the **TAB** key.

PACER login.

Whenever you use this **PACER** login and password each time you log into **CM/ECF**, check the box above.

After checking this box, logging into **CM/ECF** will automatically log you into this **PACER** account.

NOTICE: An access fee of \$.08 per page, as approved by the Judicial Conference of the United States, will be assessed for access to this service. For more information, [click here](#) or contact the PACER Service Center at (800) 676-6856.

Slide notes

Now enter the password 1922ecftest, then press the TAB key again.

Slide 9 - Slide 9

Please Login to PACER - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSearch.jsp

Please Login to PACER

[PACER Service Center Home](#)

Not Logged In To PACER

Instructions

Please enter your PACER login and password. If you do not have a PACER login, you may register online at <http://pacer.psc.uscourts.gov>. Client Code is optional. For information, click [here](#).

If you would like to automatically log in to PACER each time you log in to CM/ECF, check the box below.

Type **Cunningham**, then click the **Login** button.

Client Code:

Make this my default PACER login.

If you wish to automatically use this PACER login and password each time you log into CM/ECF, check the box above. After checking this box, logging into CM/ECF will automatically log you into this PACER account.

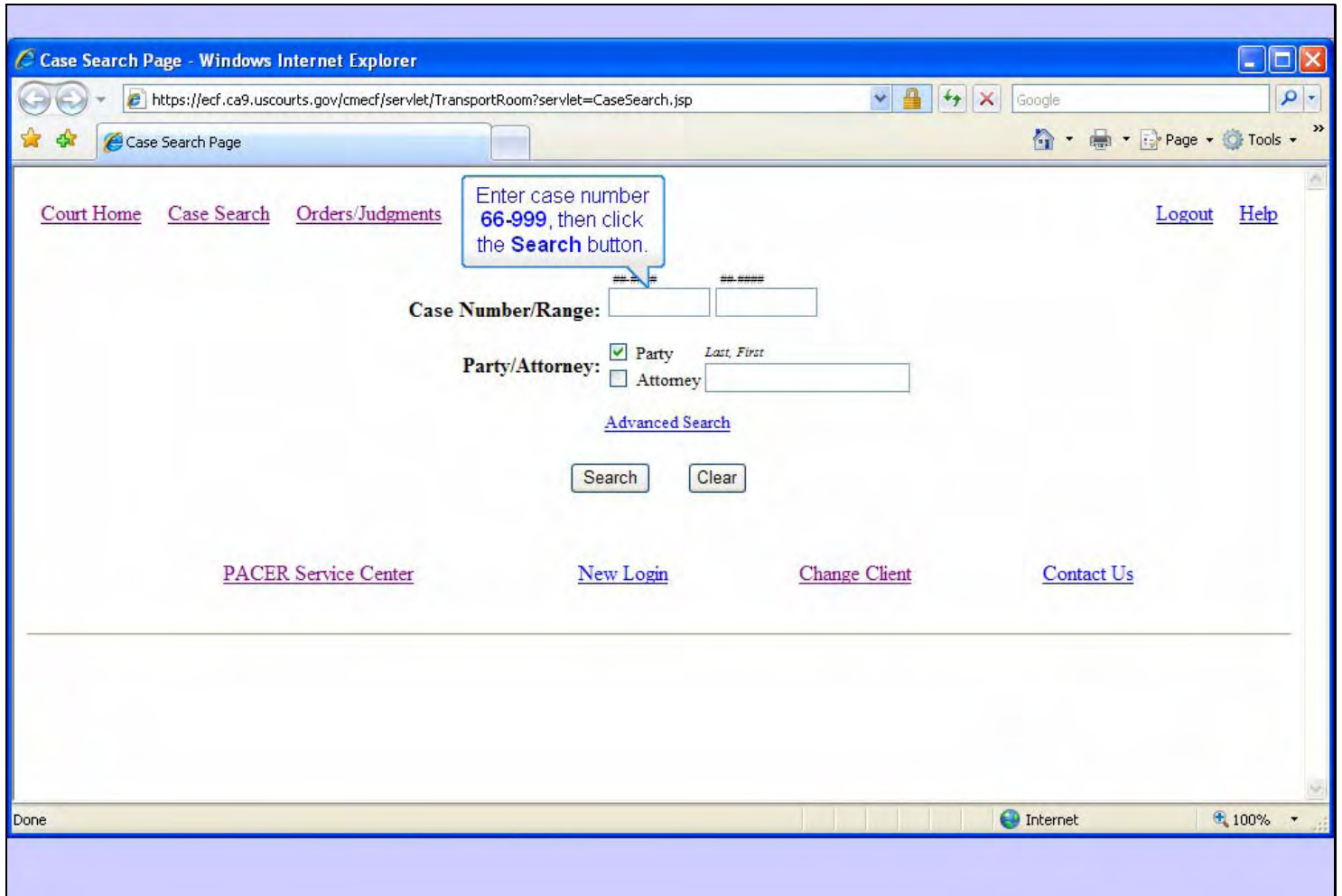
Login Clear

NOTICE: An access fee of \$.08 per page, as approved by the Judicial Conference of the United States, will be assessed for access to this service. For more information, [click here](#) or contact the PACER Service Center at (800) 676-6856.

Slide notes

Finally, you can enter a Client Code. This code is optional, but it will help you keep track of PACER fees by client. Enter Cunningham, then click the Login button.

Slide 10 - 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 "66-999" in the Case Number field, then click the Search button.

Slide 11 - case selection table

The screenshot shows a web browser window titled 'Cases Selection Table - Windows Internet Explorer'. The address bar shows the URL 'https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom'. The page content includes navigation links like 'Court Home', 'Case Search', 'Orders/Judgments', 'Billing History', 'XML', 'TXT', 'Logout', and 'Help'. The main section is titled 'Case Selection Page' and contains a table with the following data:

Case No./Title	Opening Date	Last Docket Entry	Originating Case No.
66-999 ABC Action Team v. AAA Fiction Widget Company	07/15/2008	07/15/2008 10:19:28	4:07-cv-0999-XYZ

Below the table, there are instructions:

- * Click on case number 66-999 to see the General Docket for the case
- * Click the Title link to go to the Case Query page
- * Click the link in the Originating Case No. column to get Case Summary for Originating Case

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.

As the screen indicates, you can click on the case number to get a General Docket for the case, 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 66-999 to get a General Docket for the case.

Slide 12 - general docket

66-999 Summary - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSummary.jsp&caseNum=66-999&incO

66-999 Summary

[Court Home](#) [Case Search](#) [Orders/Judgments](#) [Billing History](#) [XML](#) [TXT](#) [Logout](#) [Help](#)

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

General Docket
United States Court of Appeals for the Ninth Circuit

Court of Appeals Docket #: 66-999 **Docketed:** 07/15/2008
 ABC Fiction Team v. AAA Fiction Widget Company
Appeal From: US District Court for Northern California, San Francisco

Case Type Information:
 1) civil
 2) private
 3) null

Originating Court Information:
District: 0971-3 : 4:07-cv-0999-XYZ
Date Filed: 05/12/2007
Date Order/Judgment: 06/15/2008 **Date Order/Judgment EOD:** 06/15/2008 **Date NOA Filed:** 07/15/2008 **Date Rec'd COA:** 07/15/2008

07/15/2008 1 DOCKETED CAUSE AND ENTERED APPEARANCES OF COUNSEL. SEND CADS: Yes. The schedule is set as follows: Fee

Done Internet 100%

Click the down arrow.

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 13 - Slide 13

66-999 Summary - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSummary.jsp&caseNum=66-999&incO

General Docket
United States Court of Appeals for the Ninth Circuit

Court of Appeals Docket #: 66-999
ABC Fiction Team v. AAA Fiction Widget Company
Appeal From: US District Court for Northern California, San Francisco

Docketed: 0

Case Type Information:

- 1) civil
- 2) private
- 3) null

Originating Court Information:

District: 0971-3 : 4:07-cv-0999-XYZ
Date Filed: 05/12/2007

Date Order/Judgment:	Date Order/Judgment EOD:	Date NOA Filed:	Date Rec'd COA:
06/15/2008	06/15/2008	07/15/2008	07/15/2008

07/15/2008 [1](#) DOCKETED CAUSE AND ENTERED APPEARANCES OF COUNSEL. SEND CADS: Yes. The schedule is set as follows: Fee due from Appellant ABC Fiction Team on 07/15/2008. CADS due by Attorney John External Ilgan due on 07/15/2008. Designation of RT for Appellant ABC Fiction Team due 07/25/2008. Designation of RT for Appellee AAA Fiction Widget Company due 08/04/2008. Transcript order for Appellant ABC Fiction Team due 08/14/2008. Certificate of record due 08/21/2008. Appellant ABC Fiction Team opening brief due 10/30/2008. Appellee AAA Fiction Widget Company answering brief due 12/01/2008. Appellant's optional reply brief is due 14 days after service of the answering brief.

Done Internet 100%

Slide notes

The rest of the docket is displayed. Notice the document number 1 on this docket is underlined and is blue. This is a hyperlink to the document that was filed with the docket entry. To view the document, you would click on the document number.

By the way, for security reasons some documents may not be available for you.

Scroll back to the top of the docket by clicking the up arrow in the scroll bar.

Slide 14 - full docket

The screenshot shows a Windows Internet Explorer browser window displaying a PACER case summary page. The browser's address bar shows the URL: <https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSummary.jsp&caseNum=66-999&incO>. The page title is "66-999 Summary".

At the top of the page, there are navigation links: [Court Home](#), [Case Search](#), [Orders/Judgments](#), [Billing History](#), [XML](#), and [TXT](#). On the right side, there are links for [Logout](#) and [Help](#).

A message states: "If you view the [Full Docket](#) you will be charged for 1 Pages \$0.08". Below this, the text reads "United States Court of Appeals for the Ninth Circuit". A blue callout box with a pointer to the "Full Docket" link contains the text: "Click the full docket button."

The case information is as follows:

- Court of Appeals Docket #:** 66-999
- ABC Fiction Team v. AAA Fiction Widget Company**
- Appeal From:** US District Court for Northern California, San Francisco
- Docketed:** 07/15/2008

Case Type Information:

- 1) civil
- 2) private
- 3) null

Originating Court Information:

District: 0971-3 : 4:07-cv-0999-XYZ	Date Filed: 05/12/2007	Date Order/Judgment: 06/15/2008	Date Order/Judgment EOD: 06/15/2008	Date NOA Filed: 07/15/2008	Date Rec'd COA: 07/15/2008
--	-------------------------------	--	--	-----------------------------------	-----------------------------------

At the bottom of the page, a docket entry is visible: "07/15/2008 1 DOCKETED CAUSE AND ENTERED APPEARANCES OF COUNSEL. SEND CADS: Yes. The schedule is set as follows: Fee". The browser status bar at the bottom shows "Done" and "Internet" with a zoom level of 100%.

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 - full docket options

The screenshot shows a web browser window titled "Windows Internet Explorer" displaying the URL <https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=DocketReportFilter.jsp>. The page content includes navigation links: [Court Home](#), [Case Search](#), [Orders/Judgments](#), [Billing History](#), [Logout](#), and [Help](#). The main heading is "Docket Report Filter". Below it, there is a list of six items, each with a checked checkbox: **Originating Docket Information**, **Prior Cases**, **Associated Cases**, **Party/Attorney List**, **Caption**, and **Docket Entries**. At the bottom of the list, there are three buttons: "Run Docket Report", "XML", and "TXT". A blue callout box with a pointer to the "Run Docket Report" button contains the text: "Click the **Run Docket Report** button." The browser's status bar at the bottom shows "Done", "Internet", and "100%".

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 - full docket top

66-999 Docket - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom

[Court Home](#) [Case Search](#) [Orders/Judgments](#) [Billing History](#) [XML](#) [TXT](#) [Logout](#) [Help](#)

General Docket
United States Court of Appeals for the Ninth Circuit

Court of Appeals Docket #: 66-999 **Docketed:** 07/15/2008
ABC Fiction Team v. AAA Fiction Widget Company
Appeal From: US District Court for Northern California, San Francisco

Case Type Information:
 1) civil
 2) private
 3) null

Originating Court Information:
District: 0971-3 : 4:07-cv-0999-XYZ
Date Filed: 05/12/2007
Date Order/Judgment: 06/15/2008 **Date Order/Judgment EOD:** 06/15/2008 **Date NOA Filed:** 07/15/2008 **Date Rec'd COA:** 07/15/2008

Prior Cases:
None

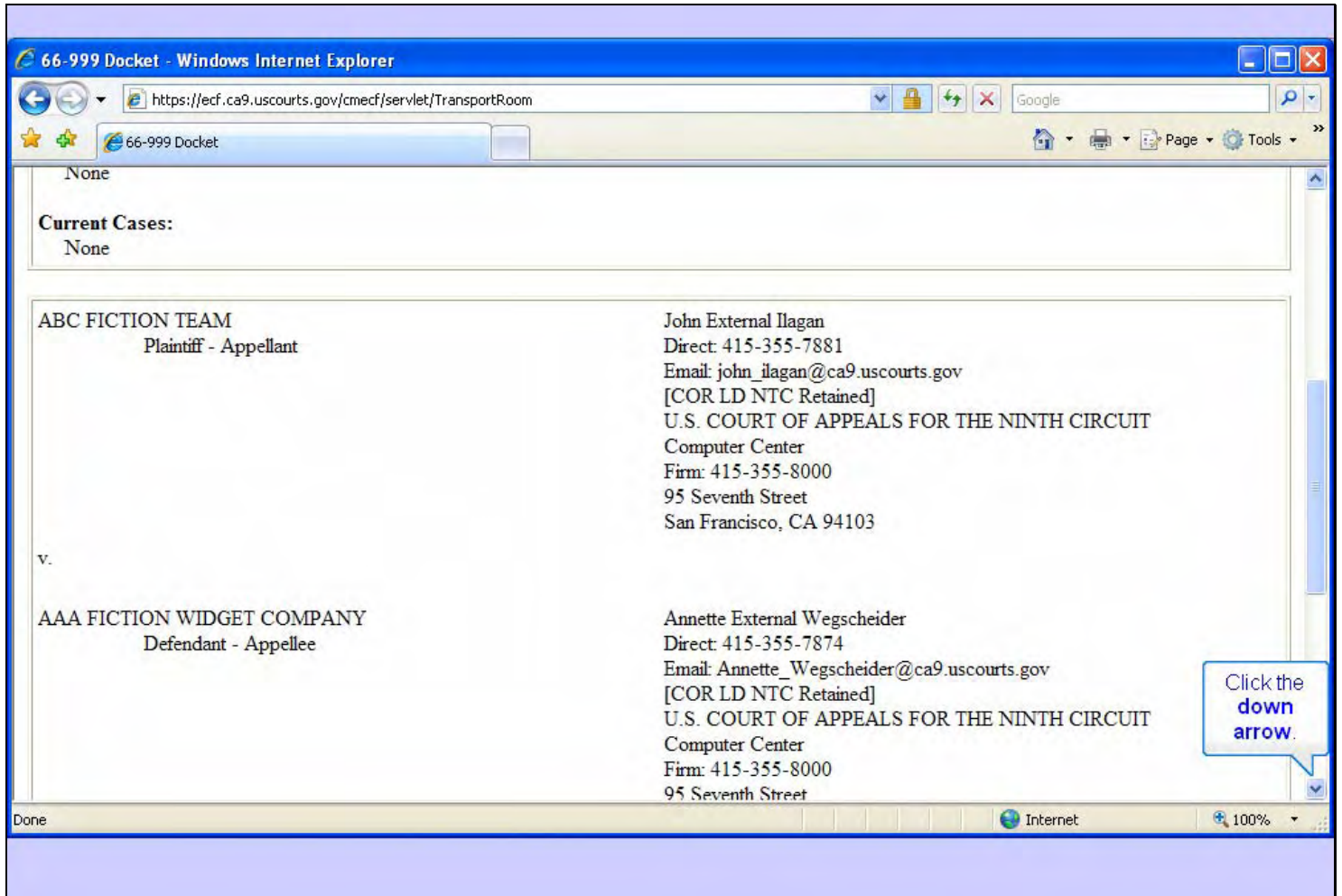
Current Cases:
None

Click the down arrow.

Slide notes

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

Slide 17 - full docket middle



Slide notes

The complete case caption is shown.

Scroll down some more.

Slide 18 - view PDF document

66-999 Docket - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom

U.S. COURT OF APPEALS FOR THE NINTH CIRCUIT
Computer Center
Firm: 415-355-8000
95 Seventh Street
San Francisco, CA 94103

ABC FICTION TEAM,
Plaintiff - Appellant

v.

AAA FICTION WIDGET COMPANY,
Defendant - Appellee

07/15/2008 [1](#) DOCKETED CAUSE AND ENTERED APPEARANCES OF COUNSEL. SEND CADS: Yes. The schedule is set as follows: Fee due from Appellant ABC Fiction Team on 07/15/2008. CADS due by Attorney John External Ilgan due on 07/15/2008. Designation of RT for Appellant ABC Fiction Team due 07/25/2008. Designation of RT for Appellee AAA Fiction Widget Company due 08/04/2008. Transcript order for Appellant ABC Fiction Team due 08/14/2008. Certificate of record due 08/21/2008. Appellant ABC Fiction Team opening brief due 10/30/2008. Appellee AAA Fiction Widget Company answering brief due 12/01/2008. Appellant's optional reply brief is due 14 days after service of the answering brief.

Click document 1.

Done Internet 100%

Slide notes

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

To view the document that was filed for the first docket entry, click the hyperlink for document number 1.

Slide 19 - Slide 19

66-999 Docket - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom

U.S. COURT OF APPEALS FOR THE NINTH CIRCUIT
Computer Center
Firm: 415-355-8000
95 Seventh Street
San Francisco, CA 94103

ABC FICTION TEAM,
Plaintiff - Appellant

v.

AAA FICTION WIDGET COMPANY,
Defendant - Appellee

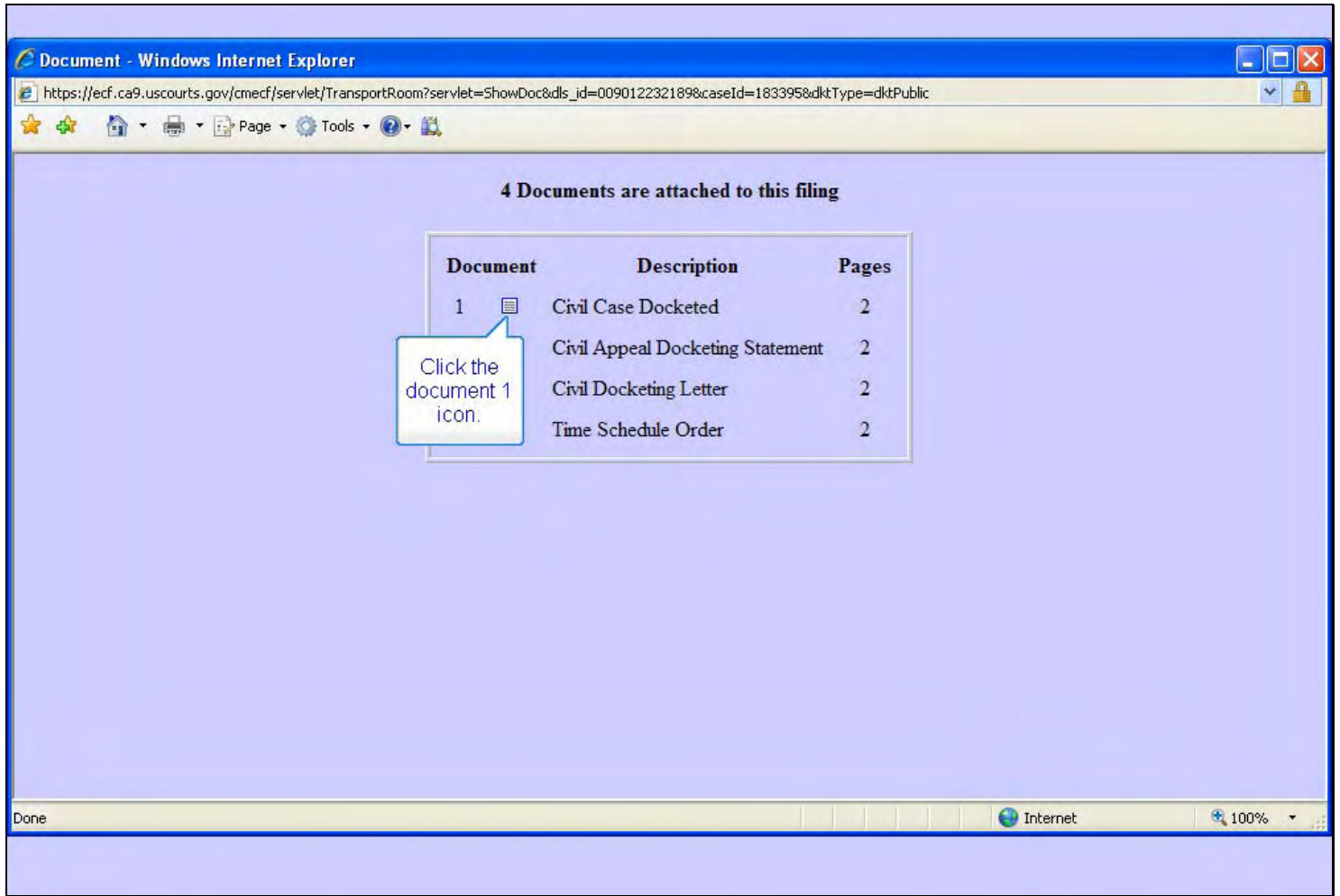
07/15/2008 [1](#) DOCKETED CAUSE AND ENTERED APPEARANCES OF COUNSEL. SEND CADS: Yes. The schedule is set as follows: Fee due from Appellant ABC Fiction Team on 07/15/2008. CADS due by Attorney John External Ilagan due on 07/15/2008. Designation of [Open Document](#) Appellant ABC Fiction Team due 07/25/2008. Designation of RT for Appellee AAA Fiction Widget Company due 08/04/2008. Transcript order for Appellant ABC Fiction Team due 08/14/2008. Certificate of record due 08/21/2008. Appellant ABC Fiction Team opening brief due 10/30/2008. Appellee AAA Fiction Widget Company answering brief due 12/01/2008. Appellant's optional reply brief is due 14 days after service of the answering brief.

https://ecf.ca9.uscourts.gov/docs1/009012232189

Slide notes

NOTE: This is a transition slide.

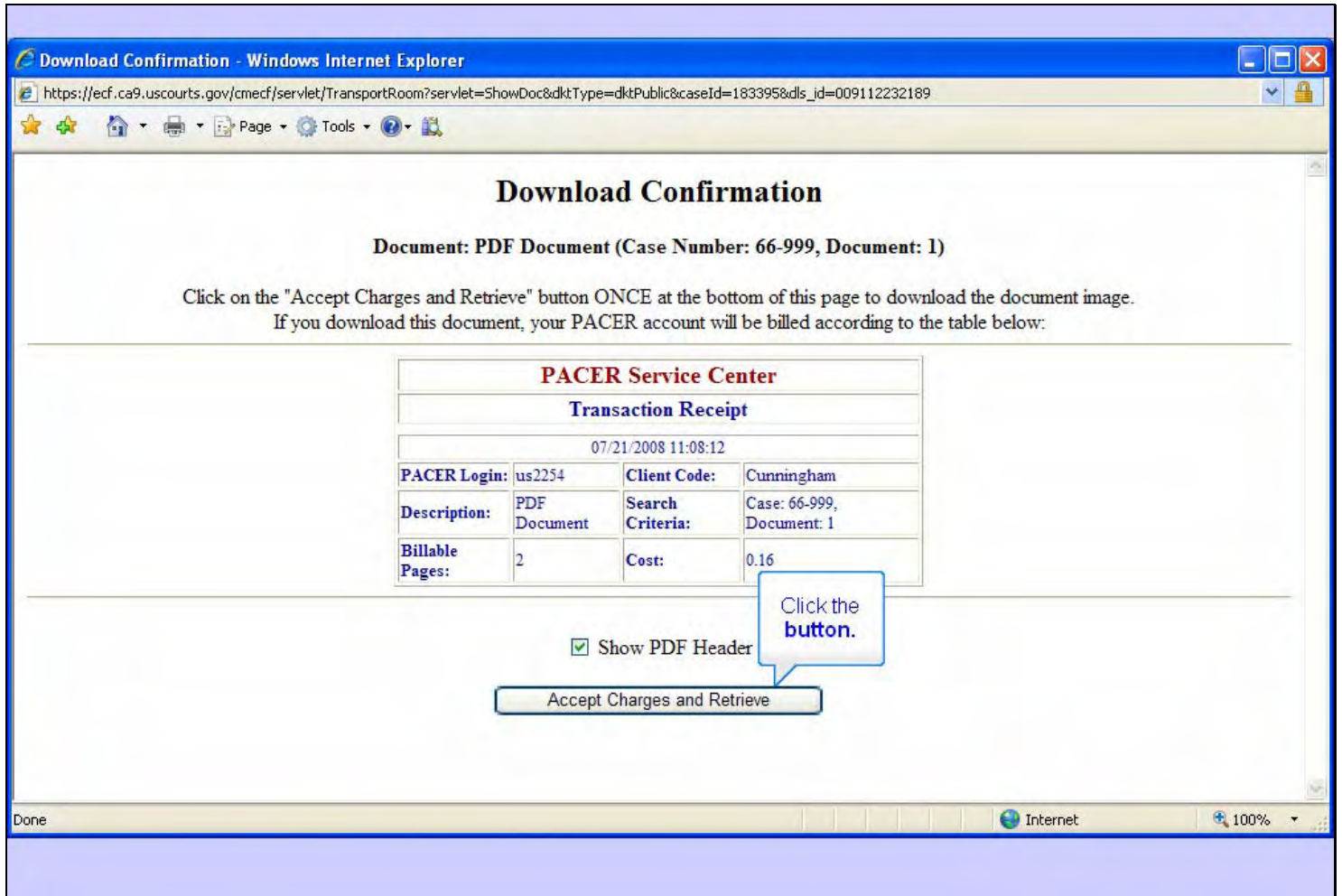
Slide 20 - 4 document selection



Slide notes

CM/ECF shows you a list of the documents that are attached to the filing, along with the number of pages of each. Click the icon for the first document, Civil Case Docketed.

Slide 21 - pacer download confirmation



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 22 - Slide 22

Download Confirmation

Document: PDF Document (Case Number: 66-999, Document: 1)

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			
07/21/2008 11:08:12			
PACER Login:	us2254	Client Code:	Cunningham
Description:	PDF Document	Search Criteria:	Case: 66-999, Document: 1
Billable Pages:	2	Cost:	0.16

Show PDF Header

Accept Charges and Retrieve

Start downloading from site: https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom

Slide notes

NOTE: This is a transition slide.

Slide 23 - doc 1

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom

A-11 (rev. 7/00) Case: 66-999 Document: 1-1 07/15/2008 Page: 1 Page 1 of 2

USCA DOCKET # (IF KNOWN)

**UNITED STATES COURT OF APPEALS FOR THE NINTH CIRCUIT
CIVIL APPEALS DOCKETING STATEMENT**

PLEASE ATTACH ADDITIONAL PAGES IF NECESSARY.

TITLE IN FULL:	DISTRICT:	JUDGE:
	DISTRICT COURT NUMBER:	
	DATE NOTICE OF APPEAL FILED:	IS THIS A CROSS-APPEAL? <input type="checkbox"/> YES
	IF THIS MATTER HAS BEEN BEFORE THIS COURT PREVIOUSLY, PLEASE PROVIDE THE DOCKET NUMBER AND CITATION (IF ANY):	

Done Unknown Zone

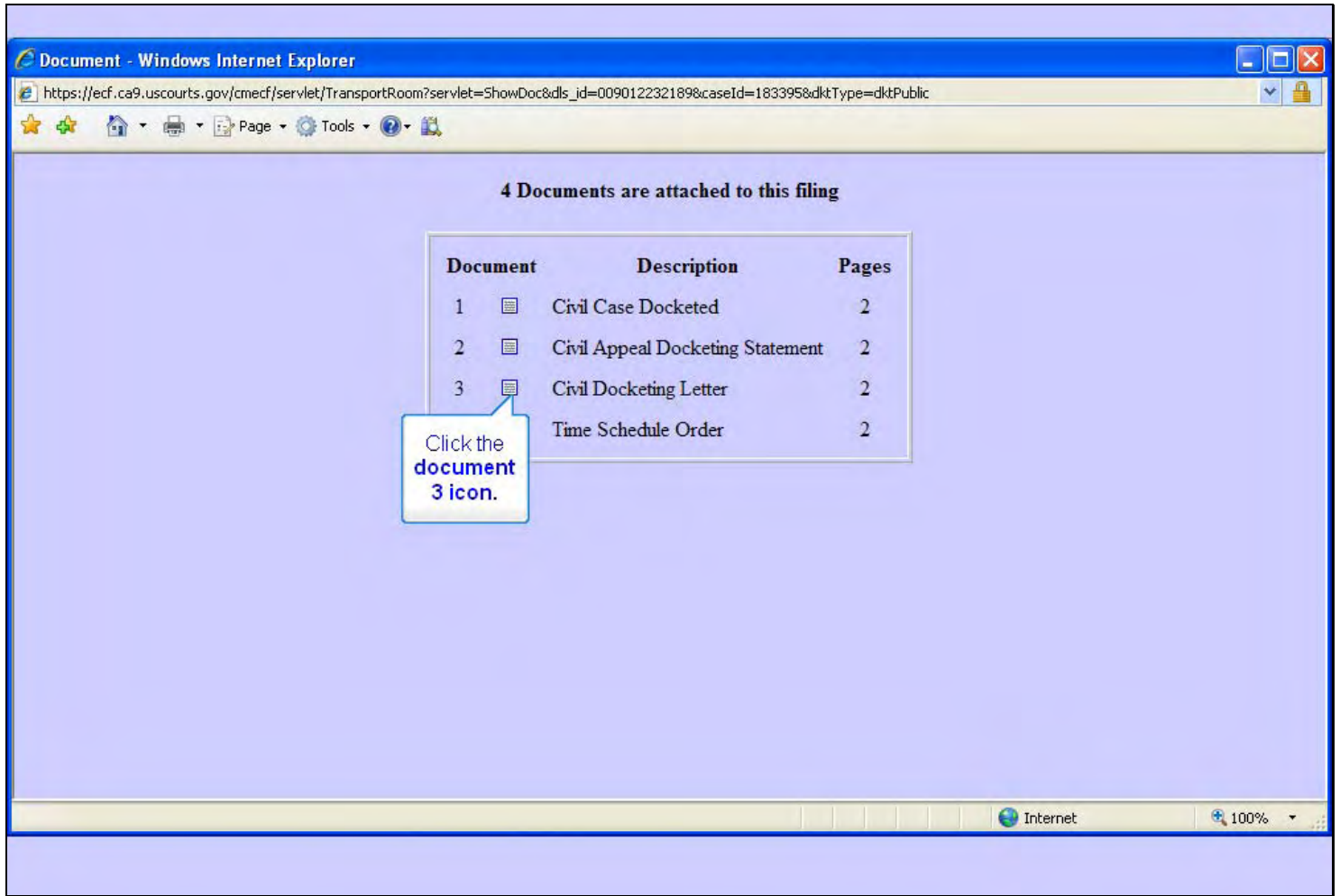
Slide notes

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

Slide 24 - Slide 24



Slide notes

Now let's look at the third document. Click the icon for the Civil Docketing Letter.

Slide 25 - 2nd download confirmation

Download Confirmation

Document: PDF Document (Case Number: 66-999, Document: 1)

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			
07/21/2008 11:14:35			
PACER Login:	us2254	Client Code:	Cunningham
Description:	PDF Document	Search Criteria:	Case: 66-999, Document: 1
Billable Pages:	2	Cost:	0.16

Show PDF Header

Click the **button.**

Slide notes

Now click the button to Accept Charges and Retrieve.

Slide 26 - doc 3

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom

Case: 66-999 Document: 1-3 07/15/2008 Page: 1

Office of the Clerk
United States Court of Appeals for the Ninth Circuit
95 Seventh Street
Post Office Box 193939
San Francisco, California 94119-3939

Molly C. Dwyer
Clerk of Court

(415) 355-8000

July 15, 2008

CA9 Docket No.: 66-999
Agency Number: 4:07-cv-0999-XYZ
Short Title: ABC Fiction Team v. AAA Fiction Widget Company

Dear Counsel:

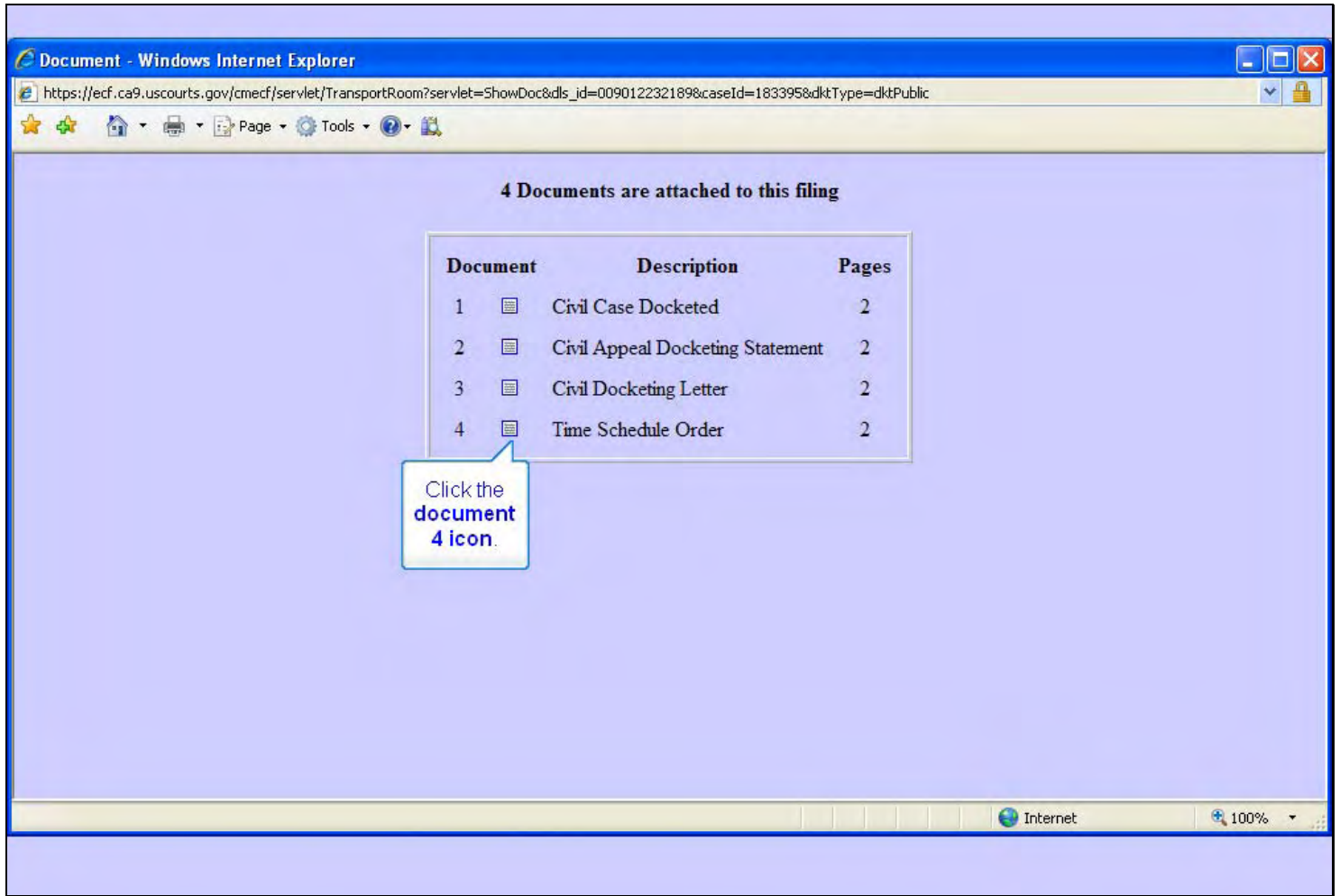
A copy of your notice of appeal/petition has been received in the Clerk's office of

Done Unknown Zone

Slide notes

And the PDF file for the letter is displayed. Close the PDF window by clicking its X.

Slide 27 - Slide 27



Slide notes

To see the Time Schedule Order, click its icon.

Slide 28 - 3rd download confirmation

Download Confirmation

Document: PDF Document (Case Number: 66-999, Document: 1)

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			
07/21/2008 11:17:40			
PACER Login:	us2254	Client Code:	Cunningham
Description:	PDF Document	Search Criteria:	Case: 66-999, Document: 1
Billable Pages:	2	Cost:	0.16

Show PDF Header

Click the button.

Slide notes

Now accept the charges and retrieve the document.

Slide 29 - doc 4

Case: 66-999 Document: 1-4 07/15/2008 Page: 1

FILED

JUL 15 2008

MOLLY C. DWYER, CLERK OF COURT
U.S. COURT OF APPEALS

ABC FICTION TEAM,
Plaintiff - Appellant,

v.

AAA FICTION WIDGET COMPANY,
Defendant - Appellee.

No. 66-999
D.C. No. 4:07-cv-0999-XYZ
Northern District of California,
San Francisco

**TIME SCHEDULE
ORDER**

Slide notes

And here's the Time Schedule Order.

Close the PDF window by clicking the X.

Slide 30 - Slide 30

Document - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=ShowDoc&dls_id=009012232189&caseId=183395&dktType=dkPublic

4 Documents are attached to this filing

Document	Description	Pages
1	Civil Case Docketed	2
2	Civil Appeal Docketing Statement	2
3	Civil Docketing Letter	2
4	Time Schedule Order	2

Click the X.

Internet 100%

Slide notes

And close this window by clicking the X.

Slide 31 - Slide 31

66-999 Docket - Windows Internet Explorer

https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom

66-999 Docket

U.S. COURT OF APPEALS FOR THE NINTH CIRCUIT
Computer Center
Firm: 415-355-8000
95 Seventh Street
San Francisco, CA 94103

ABC FICTION TEAM,
Plaintiff - Appellant

v.

AAA FICTION WIDGET COMPANY,
Defendant - Appellee

07/15/2008 [1](#) DOCKETED CAUSE AND ENTERED APPEARANCES OF COUNSEL. SEND CADS: Yes. The schedule is set as follows: Fee due from Appellant ABC Fiction Team on 07/15/2008. CADS due by Attorney John External Ilgan due on 07/15/2008. Designation of RT for Appellant ABC Fiction Team due 07/25/2008. Designation of RT for Appellee AAA Fiction Widget Company due 08/04/2008. Transcript order for Appellant ABC Fiction Team due 08/14/2008. Certificate of record due 08/21/2008. Appellant ABC Fiction Team opening brief due 10/30/2008. Appellee AAA Fiction Widget Company answering brief due 12/01/2008. Appellant's optional reply brief is due 14 days after service of the answering brief.

Internet 100%

Slide notes

And now you're back to the docket sheet. Click the browser's Back button to back up to the case selection page.

Slide 32 - Slide 32

The screenshot shows a Windows Internet Explorer browser window titled 'Cases Selection Table'. The address bar contains the URL 'https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom'. The page content includes a navigation menu with links for 'Case Search', 'Orders/Judgments', 'Billing History', 'XML', 'TXT', 'Logout', and 'Help'. The main content area is titled 'Case Selection Page' and features a table with the following data:

Case No./Title	Opening Date	Last Docket Entry	Originating Case No.
66-999 ABC Fiction Team v. AAA Fiction Widget Company	07/15/2008	07/15/2008 10:19:28	4:07-cv-0999-XYZ

Below the table, a 'Note:' section provides instructions:

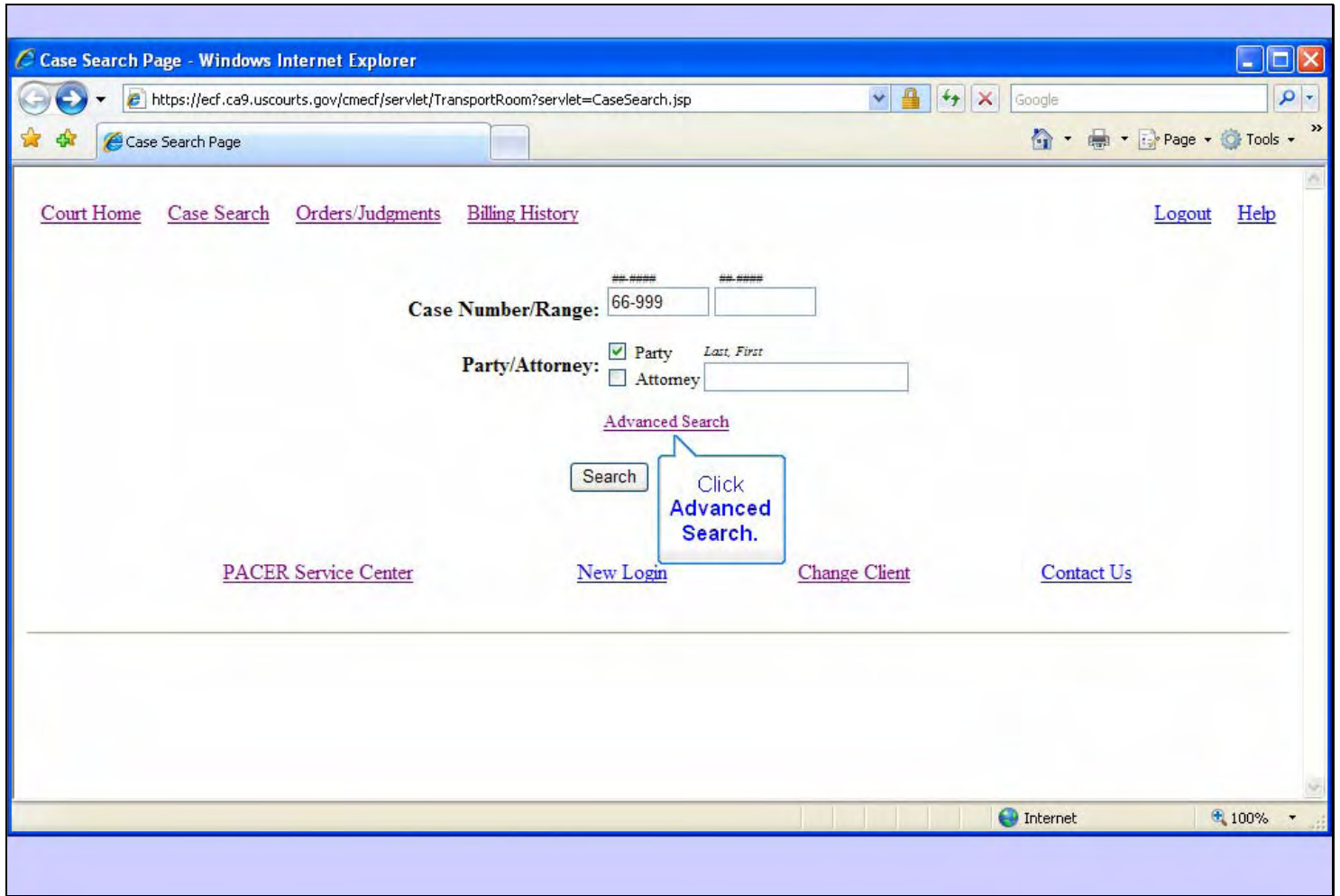
- * Click the Case No. link to see the General Docket for the case
- * Click the Title link to go to the Case Query page
- * Click the link in the Originating Case No. column to get Case Summary for Originating Case

A callout box on the left side of the browser window points to the back button and contains the text: 'Click the back button.'

Slide notes

Click the Back button again to back up one more screen.

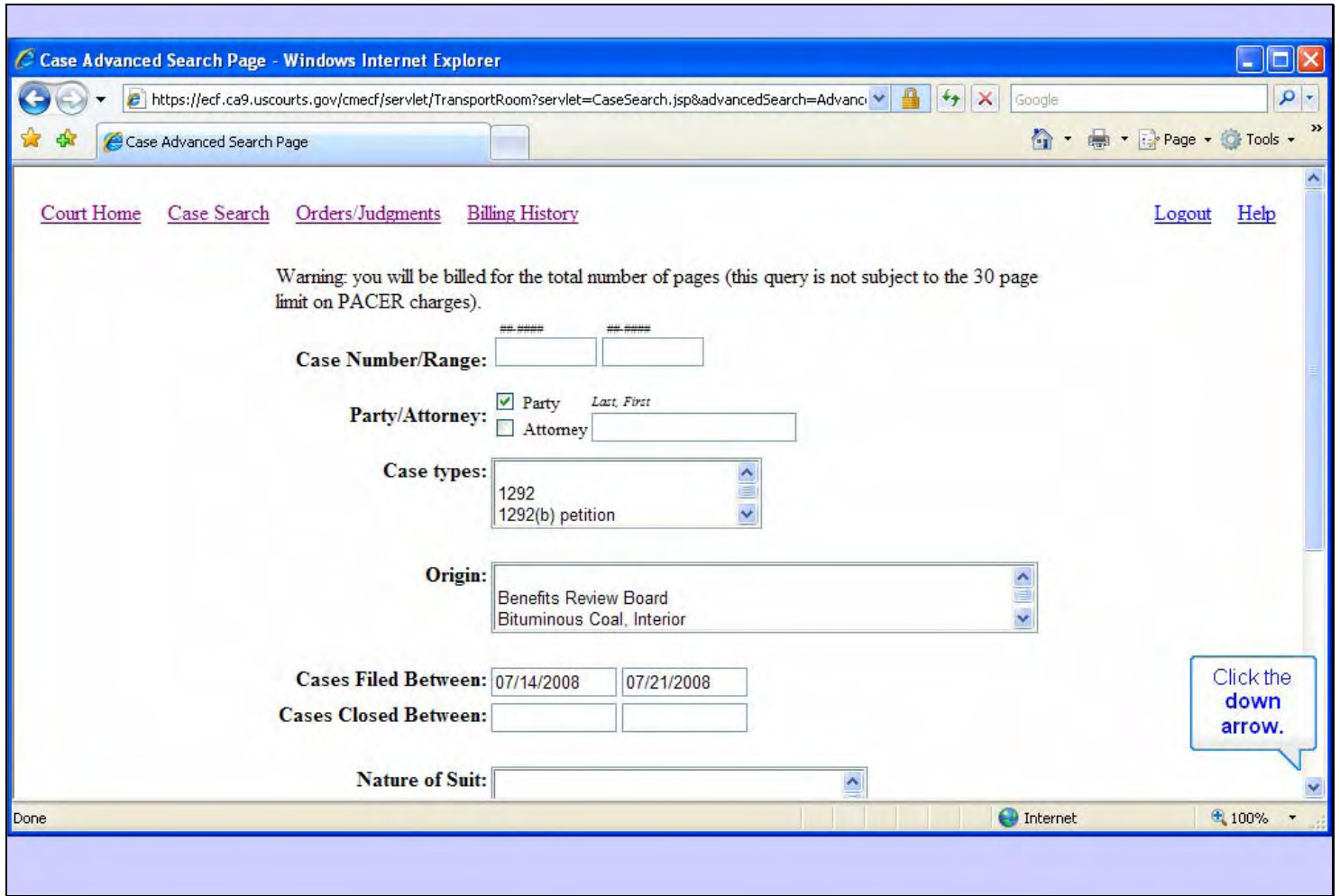
Slide 33 - advanced search



Slide notes

And we're back to the Case Search Page. Now let's explore the Advanced Search features. Click on Advanced Search.

Slide 34 - Slide 34



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 35 - Slide 35

The screenshot shows a web browser window titled "Case Advanced Search Page - Windows Internet Explorer". The address bar displays the URL: <https://ecf.ca9.uscourts.gov/cmecf/servlet/TransportRoom?servlet=CaseSearch.jsp&advancedSearch=Advanced>. The search page includes the following fields and options:

- Origin:** A dropdown menu with "Benefits Review Board" and "Bituminous Coal, Interior" selected.
- Cases Filed Between:** Two date input fields containing "07/14/2008" and "07/21/2008".
- Cases Closed Between:** Two empty date input fields.
- Nature of Suit:** A dropdown menu with "-" and "1110 Insurance" selected.
- Sort by:** A dropdown menu set to "Case number", with radio buttons for "Ascending order" (selected) and "Descending order".
- Case Status:** Radio buttons for "Open Cases", "Closed Cases", and "Both" (selected).
- Buttons:** "Search" and "Clear" buttons.
- Footer Links:** [PACER Service Center](#), [New Login](#), [Change Client](#), and [Contact Us](#).

A callout box on the left side of the browser window contains the text: "Click the back button." with an arrow pointing to the Back button in the browser's navigation bar.

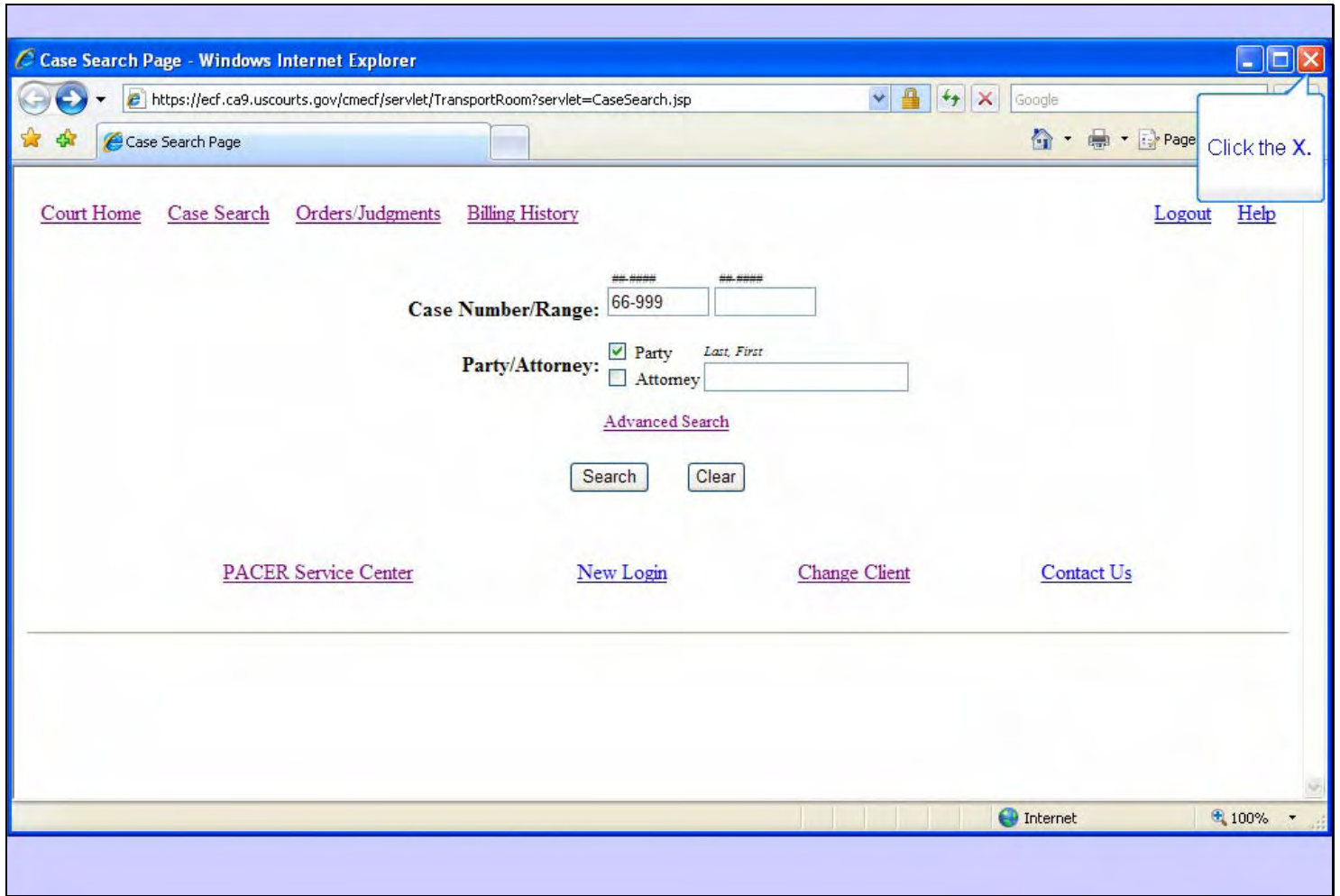
Slide notes

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 36 - Slide 36



Slide notes

We will not explore the other features on this page in this lesson, but I encourage you to experiment with the other links shown here. For now, close the Case Search Page window.

Slide 37 - now logout

Startup Page

Docketing Reports Utilities **Logout** Help

Welcome to the Case Management/Electronic Case Files System of the U.S. Court of Appeals for the Ninth Circuit.

To start, choose an option from the menus in the menu bar.

To access online documents, click on the Help > *your-office* Help, then click the CM/ECF User Guide link in the web page that opens.

Click Logout.

U.S. Court of Appeals for the Ninth Circuit
Official Attorney Electronic Document Filing System CM/ECF

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

Last login Jul 16, 2008 12:11:43 PM PDT

Slide notes

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

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

Slide 38 - Slide 38

Startup Page

Docketing Reports Utilities Logout Help

Logout CM/ECF

Welcome to the Case Management/Electronic Case Files System of the U.S. Court of Appeals for the Ninth Circuit.

To start, choose an option from the menus in the menu bar.

To access online documents, click on Case Help > your-office Help, then click the CM/ECF User Guide link in the web page that opens.

Click Logout CM/ECF.

U.S. Court of Appeals for the Ninth Circuit
Official Attorney Electronic Document Filing System CM/ECF

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

Last login Jul 16, 2008 12:11:43 PM PDT

Slide notes

Now click Logout CM/ECF.

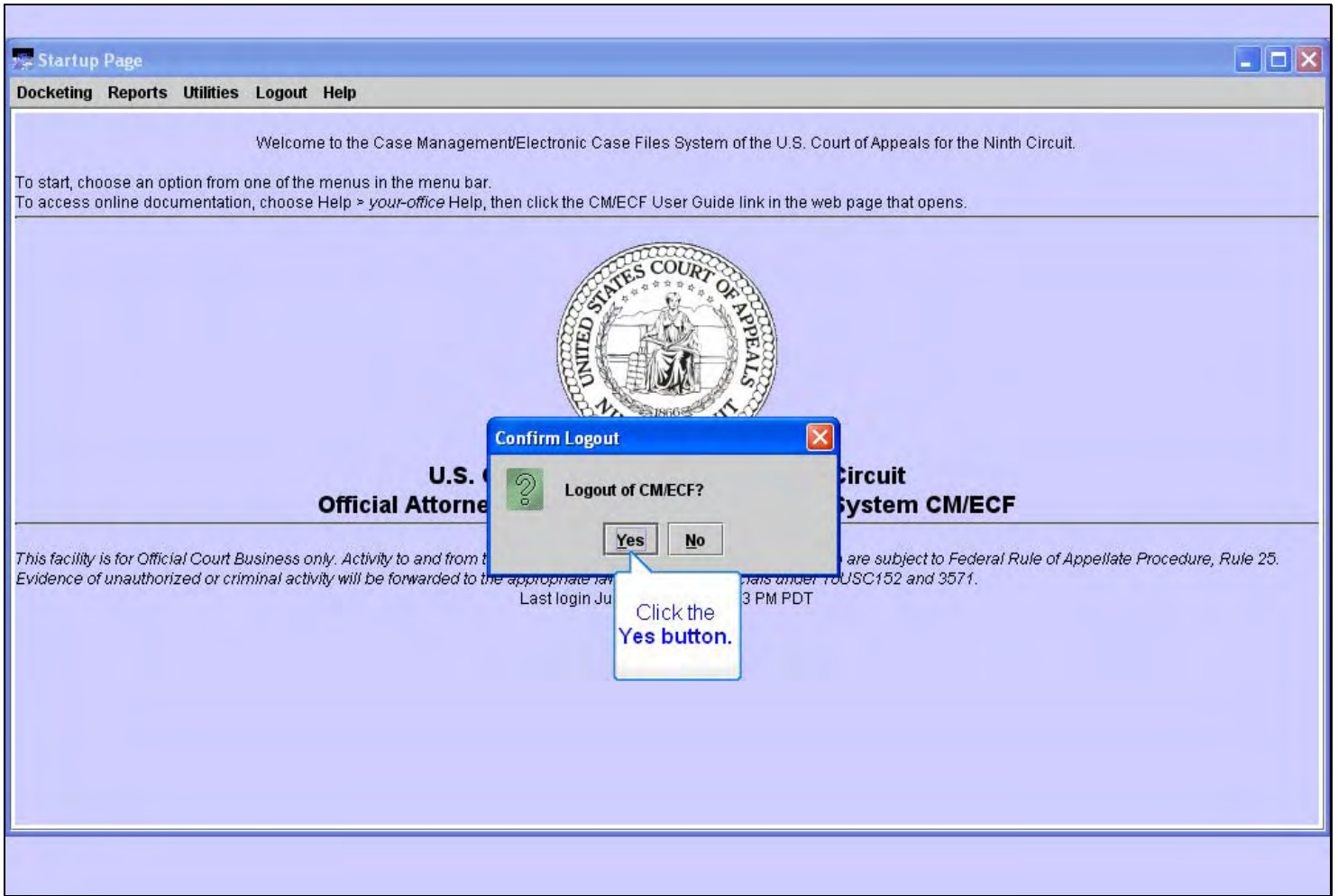
Slide 39 - Slide 39

The screenshot shows a web browser window titled "Startup Page". The browser's address bar is empty. The page has a blue header with a menu bar containing "Docketing", "Reports", "Utilities", "Logout", and "Help". The "Logout" button is highlighted, and a sub-menu is visible with the option "Logout CM/ECF". Below the menu bar, there is a welcome message: "Welcome to the Case Management/Electronic Case Files System of the U.S. Court of Appeals for the Ninth Circuit." This is followed by instructions: "To start, choose an option from one of the menus in the menu bar." and "To access online documentation, choose Help > your-office Help, then click the CM/ECF User Guide link in the web page that opens." The main content area features the official seal of the United States Court of Appeals for the Ninth Circuit, which includes the text "UNITED STATES COURT OF APPEALS" and "NINTH CIRCUIT" around a central figure. Below the seal, the text reads "U.S. Court of Appeals for the Ninth Circuit" and "Official Attorney Electronic Document Filing System CM/ECF". At the bottom of the page, there is a disclaimer: "This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to Federal Rule of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18USC152 and 3571." and a timestamp: "Last login Jul 16, 2008 12:11:43 PM PDT".

Slide notes

NOTE: This is a transition slide.

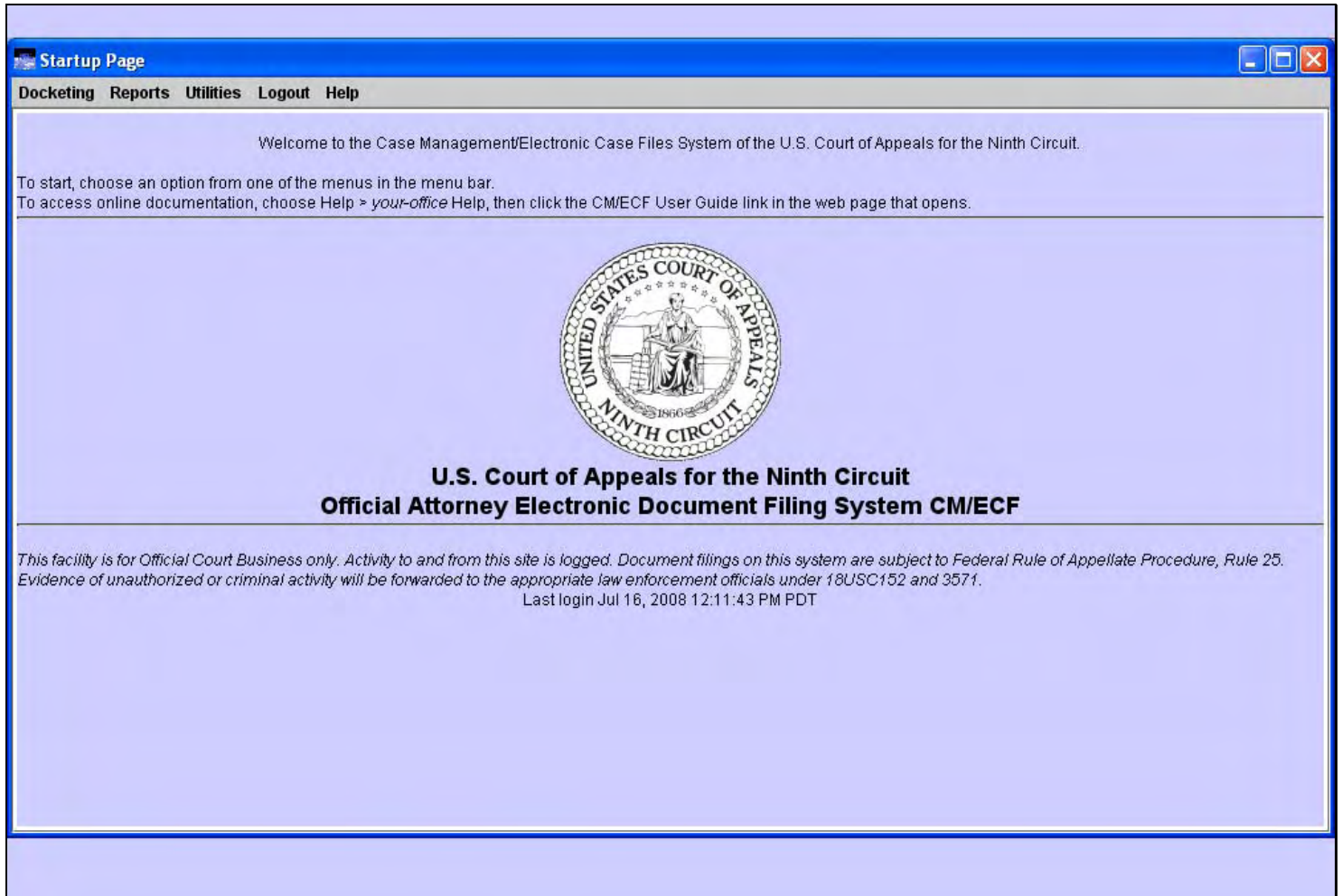
Slide 40 - Slide 40



Slide notes

Confirm you want to logout by clicking Yes.

Slide 41 - Slide 41



The screenshot shows a web browser window titled "Startup Page" with a blue header bar. Below the header is a navigation menu with the following items: [Docketing](#), [Reports](#), [Utilities](#), [Logout](#), and [Help](#). The main content area has a light blue background and contains the following text:

Welcome to the Case Management/Electronic Case Files System of the U.S. Court of Appeals for the Ninth Circuit.

To start, choose an option from one of the menus in the menu bar.
To access online documentation, choose Help > *your-office* Help, then click the CM/ECF User Guide link in the web page that opens.

In the center of the page is the official seal of the United States Court of Appeals for the Ninth Circuit, featuring a seated figure and the text "UNITED STATES COURT OF APPEALS NINTH CIRCUIT 1866".

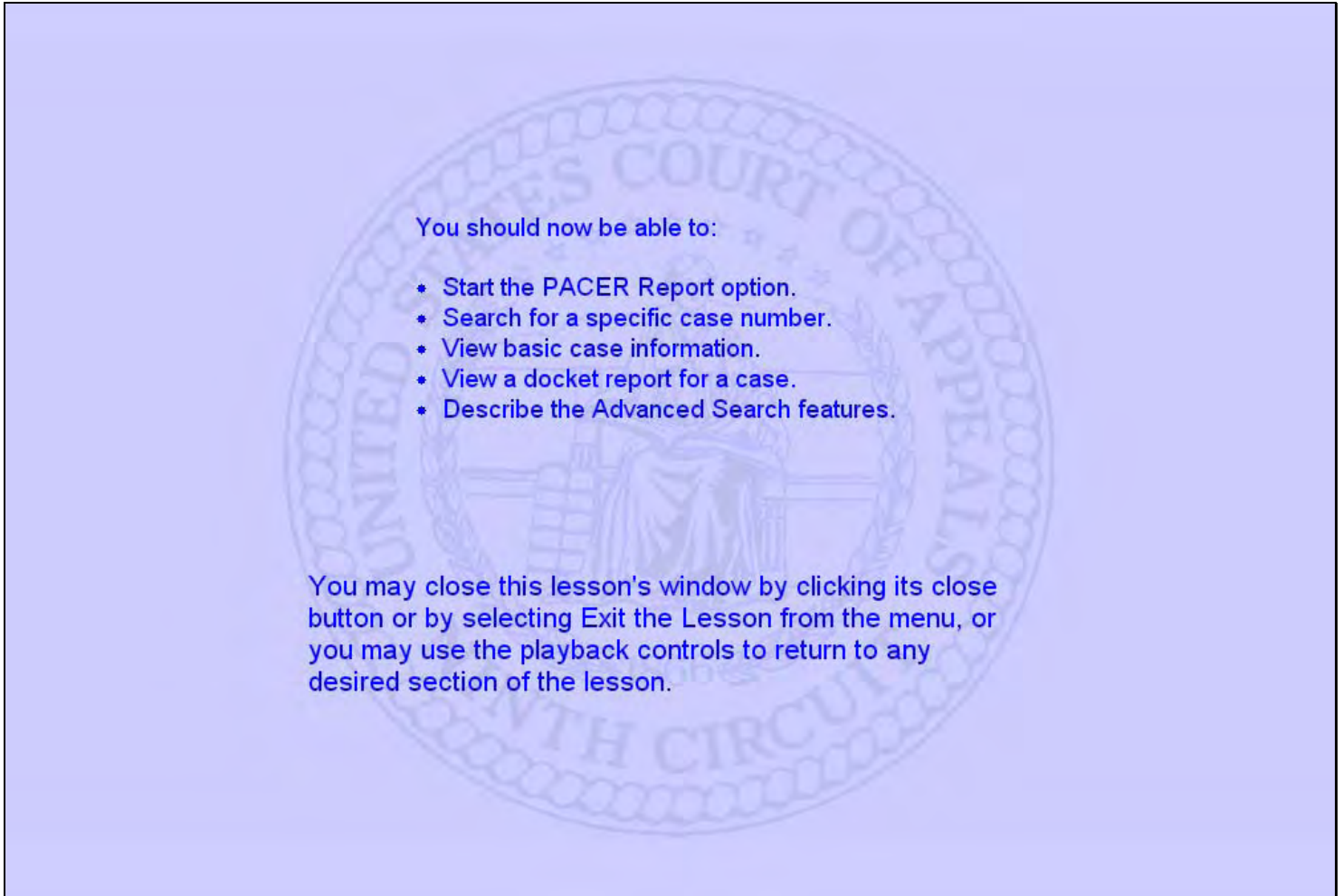
U.S. Court of Appeals for the Ninth Circuit
Official Attorney Electronic Document Filing System CM/ECF

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

Last login Jul 16, 2008 12:11:43 PM PDT

Slide notes

NOTE: This is a transition slide.

Slide 42 - SummaryThe slide features a light blue background with a large, faint watermark of the United States Court of Appeals seal in the center. The seal includes the text "UNITED STATES COURT OF APPEALS" and "FIFTH CIRCUIT".

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.

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.

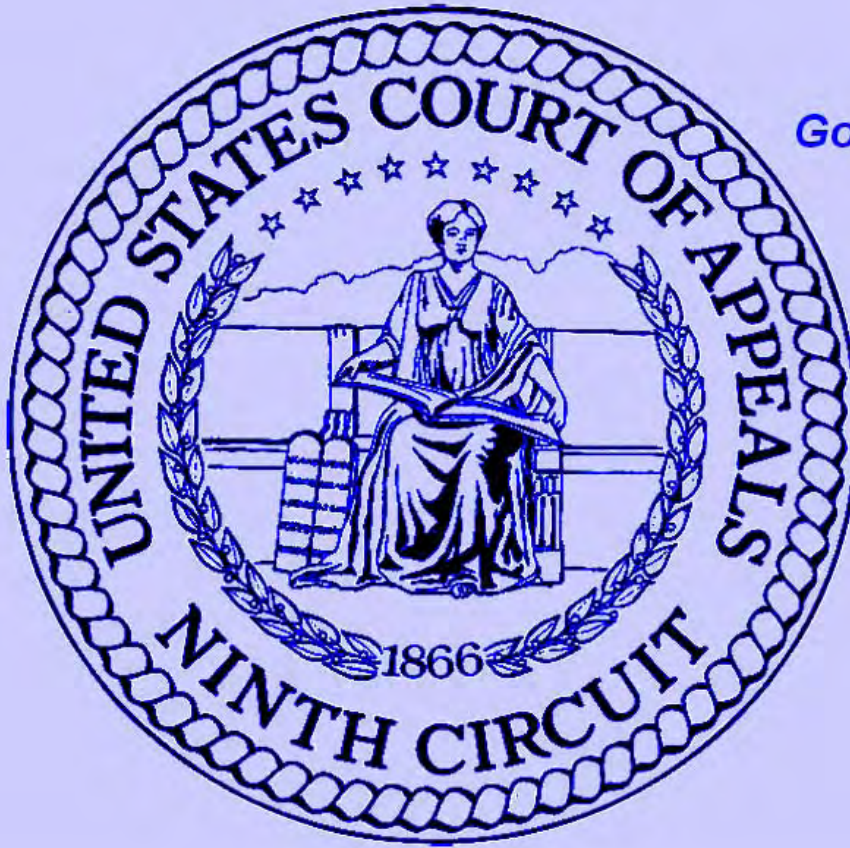
Slide notes

This concludes the PACER Report lesson module.

You should now be able to do these things.

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 43 - Exit



Goodbye

Slide notes

Thanks for taking the lesson. Goodbye.