

PACER Quarterly Newsletter

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Seven More Courts Convert to NextGen CM/ECF in Fourth Quarter

In October, seven courts implemented the next generation case management/electronic case files (NextGen CM/ECF) system:

- Montana Bankruptcy
- New York Southern Bankruptcy
- South Dakota Bankruptcy
- Washington Eastern Bankruptcy
- North Dakota District
- New York Eastern District
- New York Southern District

To date, 42 courts have converted, and more will follow in the coming months. The following information outlines what to do when your court announces it will convert:

- If you already have a PACER account, ensure it is upgraded. Log in to Manage My

- Account at pacer.gov.
- If you do not have a PACER account, go to: pacer.psc.uscourts.gov/pscof/registration.jsf. Once registered, you will have an upgraded account.
 - After your court converts, you must link your e-filing account to your PACER account.
 - ◊ For an overview on linking, go to pacer.gov/nextgen.
 - ◊ For instructions on linking accounts, go to pacer.gov, select E-File, click the Training option, and click Electronic Learning Modules.

For more information, please continue to check your court's website.

User Tips & Reminders

Maintaining Your Account after Moving Firms

When you leave your firm, remember that there is no need to create a new PACER account. If your account was part of a PACER Administrative Account (PAA), you may either unlink it (under Manage My Account), or have the firm's PAA administrator unlink your account. If you move to another firm or if you work individually, your PACER account remains with you.

Activating Your PACER Account after Registration

If you did not provide a credit card when you registered, you will receive an activation token by mail. Then use this token to activate your PACER account. Log in to Manage My Account, click Settings, and select Activate Case Search Privileges.

Adding, Updating an Email Address for Noticing

To update your primary and additional email addresses for receiving case notifications, follow a few simple steps. This process depends on the court in which you are registered. See the instructions in the table for the option that applies to you.

For more information on how to make additional updates to your account, use the PACER User Manual on the Resources page of the PACER website. Just go to pacer.gov and click Help. Then select Resources.

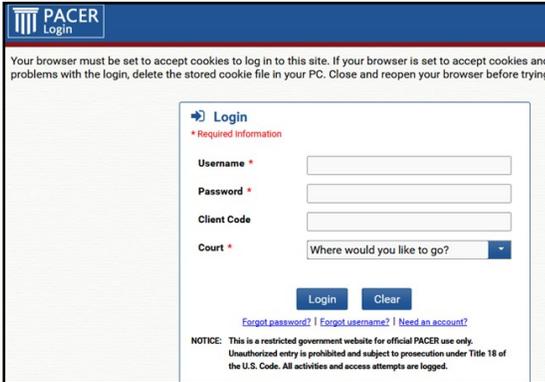
Account Type	Steps for Adding or Updating
<ul style="list-style-type: none"> • Appellate (primary & additional email) • NextGen bankruptcy & NextGen district (primary email) 	<ol style="list-style-type: none"> 1. Log in at pacer.psc.uscourts.gov/pscof/manage/maint.jsf with the PACER username and password. 2. Click the Maintenance tab. 3. Click Update E-Filer Email Noticing and Frequency. Here, you can update, add, or remove email addresses.
<ul style="list-style-type: none"> • NextGen bankruptcy & NextGen district (secondary email) 	<ol style="list-style-type: none"> 1. Log in to the court's ECF site with the ECF (e-filing) login ID and password. <ol style="list-style-type: none"> 1. Click Utilities. 2. Click Maintain Your Account and Email Information. Here, you may add, change, or remove email addresses or case numbers. If the option is not available, contact the court.
<ul style="list-style-type: none"> • Legacy bankruptcy & legacy district (primary & secondary email) 	<ol style="list-style-type: none"> 1. Log in to the court's ECF site with the ECF (e-filing) login ID and password. 2. Click Utilities. 3. Click Maintain Your Account and Email Information. Here, you may add, change, or remove email addresses or case numbers. If the option is not available, contact the court.

Questions or comments regarding information in the announcement?

Email pacer@psc.uscourts.gov or call (800) 676-6856.

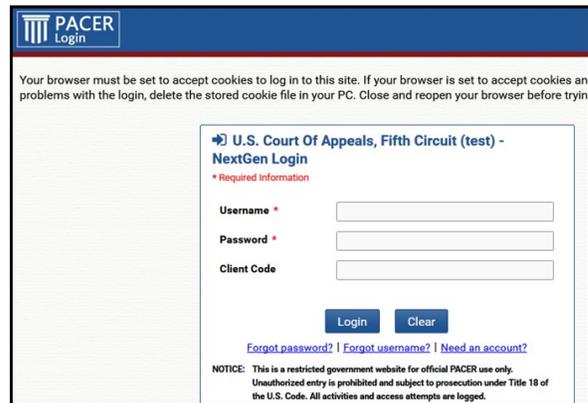
Coming Soon: PACER Login Page Gets a New Look

In the near future, the PACER login page will undergo some changes, including a new look and new features. When you go to pacer.gov and click Case Search Sign In, you will see the screen below.



You will also see a new, slightly different screen if you select a NextGen CM/ECF court from the court links page on pacer.gov.

On the screen below, you will notice that the Court field does not appear as it does on the Case Search Sign In screen, since you have already made a selection on the court links page. Just enter your username and password to be directed to your NextGen court.



In addition to entering your username, password, and optional client code, you can now use the new **Court** field to select which court site you would like to visit. Just click the **Where do you want to go?** dropdown to select your court.

Courts That Have Converted to NextGen CM/ECF

APPELLATE

All Appellate Courts

BANKRUPTCY

Alabama Northern Bankruptcy
 Alaska Bankruptcy
 California Southern Bankruptcy
 D.C. Bankruptcy
 Indiana Southern Bankruptcy
 Iowa Northern Bankruptcy
 Iowa Southern Bankruptcy
 Missouri Western Bankruptcy

Montana Bankruptcy
 Nebraska Bankruptcy
 New Jersey Bankruptcy
 New York Southern Bankruptcy
 Oregon Bankruptcy
 South Dakota Bankruptcy
 Washington Eastern Bankruptcy

DISTRICT

Arkansas Western District
 Connecticut District
 Florida Northern District
 Kansas District
 Louisiana Middle District
 Minnesota District
 Missouri Western District
 Nebraska District

New York Eastern District
 New York Northern District
 New York Southern District
 North Dakota District
 Tennessee Western District
 West Virginia Southern District

Billing Information

- ◇ PSC accepts Discover, VISA, MasterCard, and American Express. Log in to Manage My Account at pacer.gov to pay by credit card.
- ◇ PSC federal tax ID: 74-2747938.
- ◇ A fee of \$53 will be assessed if your payment is returned.
- ◇ Accounts with credit cards on file will be auto-billed up to 7 days prior to the due date.

PSC Information

PSC hours are 8 AM—6 PM CT, Monday through Friday. Email pacer@psc.uscourts.gov or call (800) 676-6856. The PSC will be closed for the following holidays:
MLK, Jr. Day: January 21
Presidents' Day: February 18
Memorial Day: May 27
Independence Day: July 4
Labor Day: September 2
Columbus Day: October 14
Veterans Day: November 11
Thanksgiving Day: November 28
Christmas Day: December 25