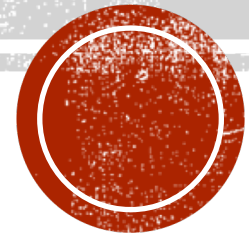


# **NEXTGEN IS COMING**

What you need to know to file after October 21, 2019



# GO-LIVE OCTOBER 21, 2019

- The Court's document filing system, CM/ECF, will be upgraded to NextGen CM/ECF on October 21, 2019
- **Benefits:**
  - Eliminates a separate login for PACER and ECF
  - After linking on go live date, CM/ECF login will be obsolete, PACER login will be used
  - If practicing in other districts that are live on NextGen, can use one login (PACER) to file in multiple courts
  - Applies to Bankruptcy, District, and Court of Appeals



# WHAT DO YOU NEED TO KNOW?

- ECF will be unavailable for filing beginning October 17 at 5:00 p.m. through October 21 at noon. An email address will be available for EMERGENCY filings.
- Upgrade your PACER account before October 21, preferably now
- On October 21, link your CM/ECF account to your PACER account (you must know your CM/ECF user name and password to complete this step)
- Once your accounts are linked, you will always thereafter log in to CM/ECF NextGen using your PACER credentials (you will no longer need your CM/ECF login/password)
- Future updates (address, email, etc) to your CM/ECF account will take place through PACER (any changes you make at the CM/ECF level will not transfer to PACER)
- Secondary email accounts will still be added and maintained at the CM/ECF level through Account Maintenance



# ADDITIONAL INFO AND TIPS

- Each ECF FILER should have their own PACER account
- Can only link **ONE** PACER account to **ONE** CM/ECF account (link trustee and attorney accounts separately)
- If you already have a CM/ECF account, do not request access to the court through PACER, link your account via CM/ECF Utilities
- Do not link firm accounts, only link individual accounts
- Firms with many filers for one attorney may consider filing agent accounts
- PACER View Only accounts that are used by multiple office personnel should not be linked to a CM/ECF account (this gives filing access)
- PACER View Only accounts that will not be linked do not need to be upgraded
- PACER Administrative Accounts are available to consolidate billing



# DEMO

- Upgrading your PACER account
- Linking your CM/ECF account to your PACER account
- Handouts available for reference
- PACER has training information on their website [www.pacer.gov](http://www.pacer.gov)



# QUESTIONS?

Contact info:

Tara Salmons

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Future opportunities for assistance:

October 10, 2019 – Judges Brown Bag Lunch

