

UNITED STATES BANKRUPTCY COURT DISTRICT OF NEVADA

CM/ECF RELEASE 4.1 and 4.2 HIGHLIGHTS FOR EXTERNAL USERS

Introduction

This document summarizes the changes you will notice when CM/ECF has been updated to Release 4.1 and 4.2. The titles in red indicate what differences you will see based on the type of user you are. There are several other enhancements that will be added at a later date and we will share those with you when they become available.

Internet Browsers - All Users

- Version 4.1 and 4.2 supporting: Firefox 3.5 and Internet Explorer (IE) 7 and 8
- Mozilla Firefox 2 and IE 6 are no longer supported.

Filing Agent - All Users

For an attorney or trustee needing more than one login. The login will reflect the one attorney or trustee name for each "filing agent."

- The court will provide filing agents at the e-filer's request.
- Agents cannot associate a generic PACER login with their user accounts.
- If the "agent" files for more than one filer, they will choose the filer upon logging in, and can change at any time. That filer will be displayed in the menu bar.
- The "agent's" name appears only in the system transaction logs.
- The "agents" have no rights to modify access or user information.
- By default the "agent" cannot add e-mail information, that will always default to the filer's e-mail information.

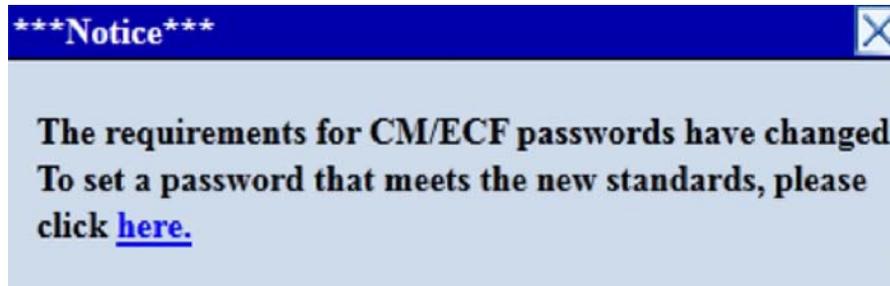
PACER User Authentications - All Users

- PACER logins are validated by issuing a cookie good for a maximum of 12 hours. After 12 hours a re-login is required.

Password Security - All Users

Password security has been improved. All CM/ECF passwords must:

- Have a minimum of 8 characters, and must include both upper and lower case alphabetical characters and at least one digit or special character (i.e. 0-9, @, #, \$, %).
- The user logging in for the first time will get a link to change the password.
- The first time you log in, you will see the following message.



- Click the link in the message to change your password to meet new standards.
- If you use any automated software to log into CM/ECF, remember to update the password information used by the software when you change your CM/ECF password.
- After five invalid login attempts, your account will be locked out for a five-minute waiting period. Each subsequent invalid entry increases the resulting lockout period.

Maintain Your ECF Account (E-Mail Notification) - All Users

The Notice of Electronic Filing has been improved.

- Notices will be sent in both bankruptcy and adversary cases.

Secondary E-mail Addresses - All Users

After the upgrade, you now need to enter your primary and secondary e-mail addresses twice for validation purposes in "Email information" under "Maintain User Account." If you wish to have more than one secondary e-mail address you must separate the addresses by commas. In the past you were allowed to enter them on multiple lines but this is no longer permitted. See screen below.

Primary email address	<input type="text" value="aty@us.com"/>	Reenter primary email address	<input type="text" value="aty@us.com"/>
Secondary email address	<input type="text" value="e-mail@us.com, jdoe@us.com, jjones@us.com"/> <i>separate by commas</i>	Reenter secondary email address	<input type="text" value="e-mail@us.com, jdoe@us.com, jjones@us.com"/> <i>separate by commas</i>

Case Upload - All Users

- Only plain text files will be accepted for the creditor mailing matrix.
- Be sure your petition software is compatible with Version 4.1.

Proof of Claims - All Users

- Proof of Claim Notice of Electronic Filing (NEF) will show the type of claim amounts: Amount Claimed; Amount Secured; Amount Priority. See screen below.
- The original filer remains listed with the original claim, and the new “transferred to” owner is associated only with the claims actions after the transfer.
- The “file another claim” hyperlink has moved to the top of the NEF for easier access.
- The Proof of Claim entry screen has been modified to match the current B10 form. The secured and priority fields constitute amount claimed and must be calculated by the e-filer.

Proof of Claim Information For		
105879 - WFS FINANCIAL POB 25341 SANTA ANA, CA 92799		
Case Number: 11-70340-btb	Amends Claim # <input type="text"/> <input type="button" value="Find"/>	Filed By: Creditor <input type="button" value="v"/>
Last Date To File:	Date Filed: 11/04/2011	
Last Date To File(Govt):		
Claimed		
<input type="text" value="Amount Claimed"/> <small>Enter the Total Amount of Claim as of Date Case Filed (incl. secured, priority, general unsecured & unknown)</small>	<input type="text" value="Secured"/> <small>If all or part of your claim is secured, enter the secured amount (Box 4 on claim)</small>	<input type="text" value="Priority"/> <small>If all or part of your claim is entitled to priority, enter the priority amount (Box 5 on claim)</small>
Description:	<input type="text"/>	
Remarks:	<input type="text"/>	
Amend options: <input type="radio"/> Clear all Amounts		
<input type="button" value="Next"/> <input type="button" value="Clear"/>		

Noticing - All Users

The BNC will automatically stop sending the paper 341 notices to debtors' attorneys as long as an e-mail address is available.

- Terminated party appears on NEF.
- BNC certificate of service is now called "Imaged Certificate of Service."

Query - All Users

- New warning message on Query Search Screen: "Warning: you will be billed for the total number of pages (this report is not subject to the 30 page limit on PACER charges)."
- When searching by name, additional information shows on the results page to allow a user to select the correct case, i.e. Case Title: Chapter / Lead BK Case; Date Filed; Party Role; Date Closed. See screen below

Name	Case No.	Case Title	Chapter / Lead BK case	Date Filed	Party Role	Date Closed
SUKKA, POAH (pty) (3 cases)	11-07174-btb	NEVADA STATE BANK v. SUKKA	Lead BK: 11-70340-btb POAH SUKKA	10/04/11	Defendant	N / A
	11-07175-btb	NEVADA STATE BANK v. SUKKA	Lead BK: 11-70340-btb POAH SUKKA	10/04/11	Defendant	N / A
	11-70340-btb	POAH SUKKA	7	10/04/11	Debtor	N / A

- After clicking on case number as on screen above, a new "View Document" hyperlink allows viewing document without opening docket report. If there are multiple documents (more than one image), the user can choose which to open from a selection menu.
- New "Other Filings by Same Debtor(s)" section added to the Associated Cases screen. See screen below.

Associated Cases

Case	Associated Case	Type
11-70340-btb POAH SUKKA	11-07174-btb NEVADA STATE BANK v. SUKKA	Adversary
11-70340-btb POAH SUKKA	11-07175-btb NEVADA STATE BANK v. SUKKA	Adversary

Other Filings by Same Debtor(s)

There Are No Case Filing Associations For This Case

- In “History/Document” report the “Private Event” is now titled “Entry Restrictions.”

Reports - All Users

Calendar Events

Related proceedings can be accessed from this report.

- New check box labeled “Display only proceedings directly related to calendar event.”
- Radio button option on the selection screen named “Initial display of related proceedings” determines if all related events are shown by default.
- A plus icon is beside each event, clicking on it displays related proceedings below the current proceeding.
- A minus icon collapses the displayed information.
- Case flags are displayed above each case information.
- Additional hyperlinks: docket entries only, claims register.
- A sequential number is on the left of each entry.

Cases Reports

- Users can filter by the attorney name or bar ID, displaying list of matches to choose one or more from. With check boxes to search attorney by party role(s). See screen below.
- Select pro se cases only, if desired.
- Report date range has a limit of 31 days.
- Sort by chapter.
- Sealed cases appear with:
 - Case number
 - Entered and filed dates.
 - Office.
 - Generic case title showing “SEALED” for bankruptcy cases and “SEALED’ v. SEALED” for adversary cases.

Cases Report

Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).

Office Case type

Trustee Chapter Assets

Attorney

Last name

First name

Bar ID

Filed to Entered to

Discharged to Dismissed to

Claims Activity

- Case closed date appears below case title.

Claims Register

- Correct filer is displayed for the most recent record.
- “Entered by field” displayed correctly.

Docket Activity

- Outside users are now limited to a range of 31 days.

Docket Report

- Party alias designation on the same line as the alias.
- County of residence is displayed for debtors and joint debtors.
- Attorney e-mail addresses are hyperlinks on the docket report.
- The “Show Associated Cases” hyperlink now only appears if the case has other associated cases.

Miscellaneous - “Enter” Key Function - All Users

If you wish to use the keyboard rather than the mouse, pressing the Enter key now gives the same results as clicking the button that submits the screen. Pressing the space bar also works

if the focus is on the button that submits the screen.

Note: This key action was previously available on a number of screens throughout the application, but has been enhanced to be available on all screens.

Electronic Order Filing/Order Upload - All Users

These are the new selections for order upload.



- Orders must be related to a document listed on the docket sheet.
- Once you browse and attach the PDF this is the final screen. You will no longer see “Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.”

Mortgage Payment Changes - All Users

FRBP Rule 3002.1

Provides a process for a Chapter 13 debtor to cure a default and maintain payments on a home mortgage during the plan.

- Applies to claims that are:
 - Secured by a security interest in the debtor’s principal residence;
and
 - Provided for under 11 U.S.C. 1322(b)(5) in the debtor’s plan.
- To comply with this rule, CM/ECF has been modified to allow a creditor to file the “Notice of Mortgage Payment Change,” the “Notice of Postpetition Mortgage Fees, Expenses, and Charges” and the “Response to Notice of Final Cure Payment” as a supplement to the holder’s proof of claim. Several areas are affected by this change, as described below:

Mortgage creditors must file three new events as supplements to the claim. When docketed, the following events will appear in the history section of the Claims Register.

- “Notice of Mortgage Payment Change”
- “Notice of Postpetition Mortgage Fees, Expenses, and Charges”

- “Response to Notice of Final Cure Payment - Rule 3002.1.”

Additional information regarding these new events:

- Docketed as a claims event, through Bankruptcy, Claims Actions.
- Not on the public docket report, no document number will be assigned and is viewable via Claims Register.
- Provides a supplement to claim on claims register.
- Does not provide an attachment to claim.
- Does not amend the claim.

New Trustee Events:

- “Motion to Determine Mortgage Fees and Expenses”
- “Motion to Determine Final Cure and Mortgage Payment Rule 3002.1”
- “Notice of Final Cure Mortgage Payment”

Adversary Case Opening - Attorneys/Trustees

- Previously, an attorney opening an adversary case was prompted to create an association with the plaintiff in the case.
- “Counsel for” selection option appears (if the adversary proceeding is not a complaint) to allow the attorney to indicate which party he represents: if the default “Plaintiff” is selected, the filing attorney is automatically associated with the plaintiff; if “Defendant” is selected, the filer may make the attorney association during docketing.
- The Attorney opening the adversary will not be able to add the attorney for the defendant.

Fees/Payments Due - All Attorneys/ Trustees

Internet Payments Due

- Now you may choose to pay some or all of the fees in a given transaction. See screen below.
- To avoid problems with pop-up blockers among various browsers, the pop-up window previously generated by a pay.gov transaction is now displayed as a panel. This panel appears as a part of the original application window, so it is not affected by pop-up blocker settings.
- On the “Internet Payments Due” screen, all outstanding fees are displayed, along with a check box for each fee. To select the fees to pay, the user should check the boxes next to the desired fees, then click the Next button.

Internet Payments Due

Select all

Check Fees to Pay	Date Incurred	Description	Amount
<input type="checkbox"/>	2011-11-04 15:41:44	Motion for Relief from Stay(11-70441-mkn) [motion,mrfsty] (176.00)	\$ 176.00
<input type="checkbox"/>	2011-11-04 15:43:30	Motion for Relief from Stay(11-70439-LBR) [motion,mrfsty] (176.00)	\$ 176.00
<input type="checkbox"/>	2011-11-04 15:44:41	Motion for Relief from Stay(11-70438-bam) [motion,mrfsty] (176.00)	\$ 176.00

Next Clear

- After confirming the selected fees to pay, you are asked for credit card information.
- Note: Filing fees are due the same day of filing. If the fee(s) remain unpaid after 24 hours attorneys will be locked out of filing in ECF until the fees are paid.

Trustee's 341 Filing - *All Panel Trustees*

- The Trustee's 341 Filings module has been enhanced to allow multiple meetings to be continued simultaneously. Additionally, the output now displays only information and selection options valid for the chapter(s) of the cases displayed. An option to sort by time has been added to the selection criteria screen.
- On the Trustee's 341 Filings filter screen, a new "Continue multiple 341 meetings" check box has been added to the screen. If this box is checked, a new screen is displayed to allow the trustee to continue 341 meetings for some or all of the cases with meetings on the selected date.

Trustee's 341 Filings

Date Continue multiple 341 meetings

Sort by

Next Clear

- This screen displays all cases for which the trustee has 341 meetings scheduled for the selected day. The trustee makes date, time and location selections. An "Additional docket text" field allows the trustee to add information to the docket text; to add the text

“Debtor appeared” and/or “Debtor absent from required meeting”, the user may check the boxes. These fields may also be used in conjunction: for example, typing the text “Joint debtor absent” in the text field and checking the “Debtor appeared” check box ensures that sufficient information for both debtors is included in the docket text. All additional text and text concerning the debtor’s appearance will appear at the end of the docket text on the docket sheet.

Continue:

Date Time

Location

Additional docket text

Debtor appeared absent (No text)
 Joint debtor appeared absent (No text)

Chapter 7 Cases

<input type="checkbox"/>	Case	Time	Location
<input type="checkbox"/>	11-70340-btb POAH SUKKA	09:00 AM	341s - Foley Bldg,Rm 1500
<input type="checkbox"/>	11-70395-btb HESAI WUH and SHESAI WUH	09:00 AM	341s - Foley Bldg,Rm 1500

- The check box in the header row (beside the “Case” label) selects all cases listed. See screen above.
- If the trustee runs the report without selecting the “Continue multiple 341 meetings” box, the Trustee’s 341 Filings screen is displayed.

Chapter 13 Trustees

- A new option in CM/ECF allows Chapter 13 Trustees to use the Trustee 341 Filings batch program to process their 341 meetings.
- Each case on the calendar can be processed at once, or one can select individual cases to docket. Standardized entries for each selection will be automatically docketed to the case.
- If the Chapter 13 Trustee runs the report without selecting the “Continue multiple 341 meetings” box, the screen below displays.

Chapter 13 Cases				
Case Number	No Action	Meeting Not Held	Meeting Held	Continue To
11-70337-mkn ADAM P. JONES	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11-70371-bam SAMSON GARCIA and DELLAH GARCIA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11-70375-LBR RANDALL FLOYD	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11-70376-bam JOHNNIE WALKER	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11-70385-mkn JUSTICE BARBER	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11-70389-LBR Adam Bald EagleNVB13 and Harp E. Eagle	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11-70390-bam Adam Bald EagleNVB13 and Harp E. Eagle	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Continuing a 341 Meeting

- For continued 341 meetings, you can choose the correct location of the new meeting.

Chapter 7 Cases							
Case Number	No Action	Report of No Distribution (NDR)				Meeting Held	Continue To
		No Funds	Dismiss / Convert No Funds	Dismiss / Convert Funds	Min Funds		
11-70340-btb POAH SUKKA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11-70395-btb HESAIL WUH and SHESAIL WUH	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Date <input type="text"/> <input type="button" value="Calendar"/>		Time <input type="text"/> <input type="button" value="Clock"/>	Location <input type="text" value="341s - Foley Bldg,Rm 1500"/>				
Additional docket text <input type="text"/>							
Debtor <input type="radio"/> appeared <input type="radio"/> absent <input checked="" type="radio"/> (No text) Joint debtor <input type="radio"/> appeared <input type="radio"/> absent <input checked="" type="radio"/> (No text)							