

Case Management

CMIECF

Electronic Case Filing

The United States District Court, Eastern District of Michigan has upgraded its current version of CM/ECF. This upgrade puts into effect a number of changes. Please review the following pages to see what will be different.

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You may notice other minor changes in CM/ECF not listed here. Any questions about the changes to CM/ECF should be directed to the ECF Help Desk at (313) 234-5042 or attyhelp@mied.uscourts.gov.

“View A Document” Option Added Avoids Unnecessary PACER Charges

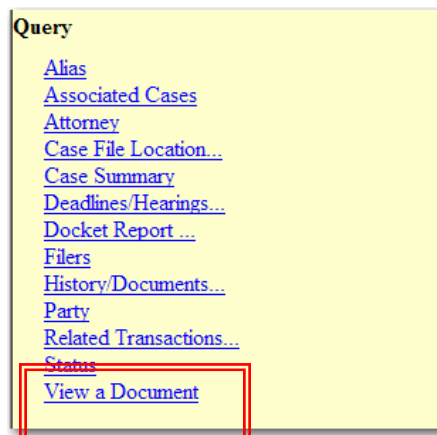
Step 1: Login to CM/ECF with your PACER account and click on Query



Step 2: Type the case number in the appropriate field. Click [Run Query].

A screenshot of a web form titled 'Query'. The form has a light yellow background. At the top left, the word 'Query' is written in blue. Below it is a section titled 'Search Clues' which is highlighted with a red box. This section contains a text input field for 'Case Number' with the placeholder text '(Examples: 99-500, 1:99cv500)'. Below this is a section titled 'or search by' with three radio buttons for 'Case Status': 'Open', 'Closed', and 'All'. There are two date range input fields for 'Filed Date' and 'Last Entry Date'. Below these is a dropdown menu for 'Nature of Suit' with options: '0 (zero)', '110 (Insurance)', and '120 (Contract: Marine)'. Another 'or search by' section follows with radio buttons for 'Case Status' and input fields for 'Last Name', 'First Name', and 'Middle Name'. At the bottom of the form are two buttons: 'Run Query' and 'Clear'.

Step 3: Choose the “View a Document” option.



Step 4: Type in the document (docket entry) number. Click [Run Report]

View Document

Case Number
2:06-cv-11202-MOB-CEB Palace Resorts, S. A. de C. V. v. Groupe Deltec-Vespromar, Incorporated

Document

Step 5: View the document. Be sure to save or print the document before closing for repeated viewing.

The screenshot shows the M/ECF web interface. At the top, there is a navigation bar with "Query", "Reports", "Utilities", and "Logout" links, along with a help icon. Below the navigation bar is a toolbar with various icons, including a red box highlighting the "Save" and "Print" icons. The main content area displays the following text:

Case 2:06-cv-11202-MOB-CEB Document 15 Filed 01/19/2007 Page 1 of 1

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF MICHIGAN

Palace Resorts
Plaintiffs,
v. Case No: 06-11202
Judge: Hon. Avern Cohn

Groupe Deltec-Vespromar
Defendants.

CLERK'S ENTRY OF DEFAULT

Ability to Turn PDF Headers On and Off

When viewing documents, an e-filer now has control over the PDF headers that appear at the top of the document.



After clicking on the “Reports” menu and selecting “Docket Sheet”, the PDF header is an optional checkbox the e-filer can utilize before running the report.

The screenshot shows the "Docket Sheet" configuration form. It includes a "Case number" field with the value "06-11202". There are radio buttons for "Filed" and "Entered", each followed by a date range field. Below these are "Documents" fields for selecting a range. A list of checkboxes allows users to select what to include in the report: "Include terminated parties", "Include links to notices of electronic filing", "Include list of parties and counsel", "Include list of member cases", and "Include PDF headers". The "Include PDF headers" checkbox is highlighted with a red box. At the bottom, there is a "Sort by" dropdown menu set to "Oldest date first", a "Run Report" button, a "Clear" button, and a checkbox for "Make these options my default".

Case Flags

If a flag has been set for a case, the flag will appear on CM/ECF screens below the case number. For example, if a case is appealed to the 6th Circuit Court of Appeals, an “APPEAL” flag will display.

Notices
[2:07-cv-10221-AC-MKM Nelson v. Warden](#)
 APPEAL

Select the **pdf** document (for example: C:\199cv501-21.pdf).

Filename

Attachments to Document: No Yes

Definitions of all case flags are available from the Court Site Information link on the ECF main page, or under the “Utilities” menu link.

Welcome to the [Eastern](#)

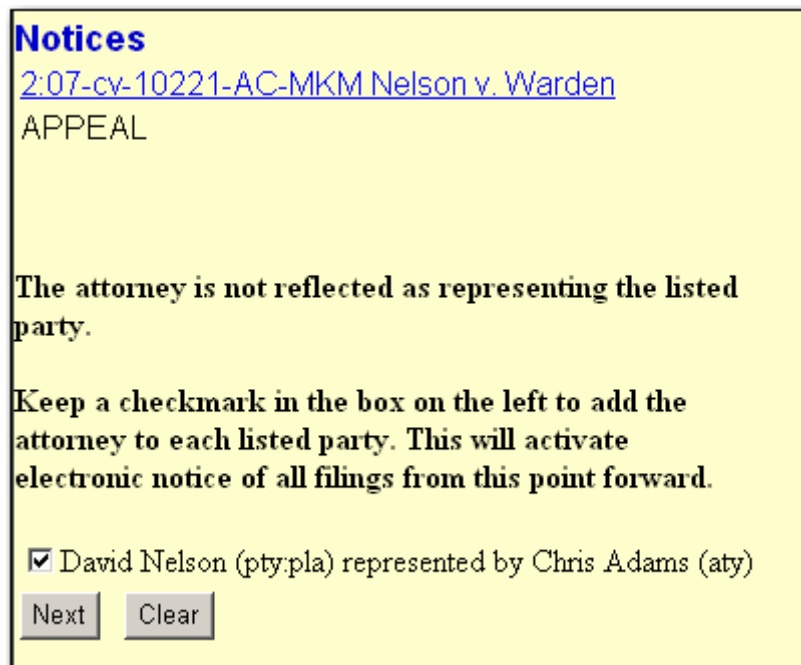
25 April 2006

[Court Information](#)

Flag Definitions	
Code	Translation
APPEAL	Appeal
CLOSED	Case Closed
CONSOL	Consolidate
PROBTRAN	Probation Transfer
ceb	Binder
das	Scheer
mlg	Goldman
pjk	Komives
rsw	Whalen
sdp	Pepe
tac	Carlson
vmm	Morgan
wc	Capel

Attorney “Association” Screen

The screen that allows an attorney to link him/herself to a party has been modified. Instead of displaying three checkboxes, there is only one. The designation for lead attorney is no longer applicable. The instructions have been revised and simplified.



Notices
[2:07-cv-10221-AC-MKM Nelson v. Warden](#)
APPEAL

The attorney is not reflected as representing the listed party.

Keep a checkmark in the box on the left to add the attorney to each listed party. This will activate electronic notice of all filings from this point forward.

David Nelson (pty:pla) represented by Chris Adams (aty)

When filing an appearance or adding an attorney to a case, remember that an attorney can only add him/herself to a case and cannot make an appearance on behalf of another attorney.

Notice of Electronic Filing (NEF) Changes

The wording on the Notice of Electronic Filing has been modified to clarify which parties will receive electronic notice. If a case participant will not receive electronic notice of the filing, the NEF will read "Notice will not be electronically mailed to:" and will list the participant's name and address. The person filing the document is responsible for mailing any notice not electronically sent by the CM/ECF system.

2:07-cv-10221 Notice will not be electronically mailed to:

David Nelson
32445039
ASHLAND
FEDERAL CORRECTIONAL INSTITUTION
Inmate Mail/Parcels
P.O. BOX 6001
ASHLAND, KY 41105

Entries made on the docket that don't include a document, such as a minute entry, have the text "No document attached" in the place where document numbers usually appear.

Notice of Electronic Filing

The following transaction was entered on 1/24/2007 at 11:23 AM EST and filed on 1/24/2007

Case Name: Palace Resorts, S. A. de C. V. v. Groupe Deltec-Vespromar, Incorporated

Case Number: [2:06-cv-11202](#)

Filer:

Document Number: No document attached

Docket Text:

Minute Entry -Miscellaneous Hearing held on 1/24/2007 Re: [15] Affidavit filed by Palace Resorts, S. A. de C. V. before Honorable Marianne O Battani. (Lung, Vickie)

2:06-cv-11202 Notice has been electronically mailed to:

Chris K Adams cmecf_attorney@yahoo.com, Secretary_Chris_Adams@Yahoo.com

The format of the Notice of Electronic Filing has changed. The sequential ordering of the information has changed, moving the e-mailing and addressing information higher. The new format is:

Date/Time of Filing

Case Name

Case Number

Filer

Document Number

Docket Text

Notice Electronically Mailed To

Notice Not Electronically Mailed To

Document Description

Original File Name

Electronic Document Stamp

ECF Civil • Criminal • Query • Reports • Utilities • Logout ?

Eastern District of Michigan

Notice of Electronic Filing

The following transaction was entered by Adams, Chris on 2/13/2007 at 1:27 PM EST and filed on 2/13/2007

Case Name: Dynamic Corporation v. AAA Products, Incorporated
Case Number: [2:05-cv-60044](#)
Filer: AAA Products, Incorporated
Document Number: [5](#)

Docket Text:
ANSWER to Complaint with Jury Demand by AAA Products, Incorporated. (Adams, Chris)

2:05-cv-60044 Notice has been electronically mailed to:

Chris K Adams cmecf_attorney@yahoo.com, Secretary_Chris_Adams@Yahoo.com
Morgan E Davis cmecf_attorney@yahoo.com, secretary_cmecfattorney@yahoo.com

2:05-cv-60044 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:n/a
Electronic document Stamp:
[STAMP dcecfStamp_ID=1047317467 [Date=2/13/2007] [FileNumber=144303-0]
[15c3231b9a7d6633bd58b6af5183c74e1cb74f5fef1017c067b7239b941d72787f55