

U.S. Bankruptcy Court
Southern District of Iowa

Changes to CM/ECF with new Versions 4.1 and 4.2
Effective 10/31/2011

Introduction

This document summarizes the changes you will notice when CM/ECF has been updated to Versions 4.1 and 4.2 on October 31, 2011. There are a few other enhancements that will be made available at a later date and we will share those with you when they are ready.

Internet Browsers

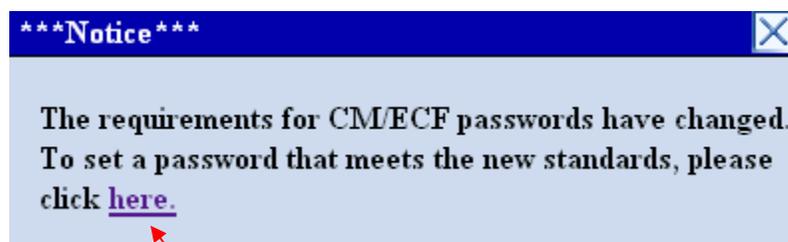
Versions 4.1 and 4.2 work correctly with Firefox 3.5 and Internet Explorer 7 and 8; Mozilla Firefox 2 and earlier versions of Internet Explorer are no longer supported.

Password Security

Password security has been improved. All CM/ECF passwords must be a minimum of 8 characters, and must include both upper-case and lower-case alphabetic characters and at least one digit or special character [e.g. 0-0, @, #, \$, %, &, *, +, :].

Additionally, after five invalid login attempts, your account is locked out for a five-minute waiting period. Each subsequent invalid entry increases the resulting lockout period.

The first time you log in, you will see the following message.



Click the link within the message to change your password.

Adversary Case Opening

Previously, an attorney opening an adversary case was prompted to create an association with the plaintiff in the case. Now, a “Counsel for” selection option appears (if the adversary proceeding is not a complaint, *i.e. Notice of Removal*) 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.

Previously, when opening an adversary proceeding, the attorney for the plaintiff was able to add the defendant’s attorney to the case while adding the defendant. However, this may constitute a conflict of interest when the plaintiff’s attorney is filing the case. Now, the attorney opening the adversary will NOT be able to add the attorney for the defendant.

Filing Proof of Claim

The Notice of Electronic Claims Filing receipt previously did not show the types of claim amounts requested. Now the amounts provided are Amount Claimed, Amount Secured and Amount Priority as shown below.

The “File another claim” hyperlink that previously appeared at the bottom of the Notice of Electronic Claims Filing receipt now appears at the top for easier access.

U.S. Bankruptcy Court
Southern District of Iowa (CM/ECF Test Database)

Notice of Electronic Claims Filing

The following transaction was received from vls on 10/13/2011 at 11:27 AM CDT

[File another claim](#)

Case Name: John Q Public and Mary M Public
Case Number: [11-50075-lmj7](#)
ABCDEF
Creditor Name: 123 Main Street
Des Moines, IA
Claim Number: [4](#) [Claims Register](#)
Amount Claimed: \$1000.00
Amount Secured: \$500.00
Amount Priority: \$250.00

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

Document description: Main Document
Original filename: Notice on Appeal Deadlines.pdf
Electronic document Stamp:
[STAMP bkecfStamp_ID=984761026 [Date=10/13/2011] [FileNumber=23432-0]
95ec44515e9412b3d7f8f0e63021fb134258205e4d31bf3e98f576b3385a7d90b8084
c362202a332946114540173a8760da4ce915aa364826b2e81b7947c123]]

11-50075-lmj7 Notice will be electronically mailed to:

The Proof of Claim entry screen text and formatting have been modified to match the Official Proof of Claim Form (B10).

Sealed Document, Sealed Docket Entry, Sealed Case

CM/ECF Version 4.1 provides the ability for the court to manage sealed documents, docket entries and cases. Three new docket events have been created for your use:

1. **Motion to Seal** – Use this event to request to seal a document that is already on the docket or a document that you need to file.
2. **Sealed Motion** – Use this event to seal a motion at the time of filing. Use this event only after the court has granted the Motion to Seal.
3. **Sealed Document** – Use this event to seal a document at the time of filing. Use this event only after the court has granted the Motion to Seal.

Query

When you search for a name, additional information is now displayed on the results page to allow you to select the correct case.

For each name result, a row of information is displayed on the screen for each case in which that person is involved as shown below.

Select a Case						
Name	Case No.	Case Title	Chapter / Lead BK case	Date Filed	Party Role	Date Closed
Public, John Q (pty) (4 cases)	09-90032-als7	John Q Public and Mary M Public	7	09/02/09	Debtor	N / A
	10-30000	Mastercard v. Public et al	Lead BK: 10-00006-7 John Q Public and Mary M Public	03/31/10	Defendant	N / A
	11-70005-als	Wells Fargo v. Public	Lead BK: 10-00002-als7 John Q Public and Mary M Public	07/11/11	Defendant	N / A
	11-70006-als	Citibank v. Public	Lead BK: 10-00002-als7 John Q Public and Mary M Public John Q Public and Mary M Public	07/11/11	Defendant	N / A
Public, John Q (pty) (1 case)	09-90038-7	John Q Public and Mary M Public	7	12/10/09	Debtor	N / A
Public, John Q (pty) (1 case)	09-90031-als7	John Q Public and Mary M Public	7	09/02/09	Debtor	N / A

“Enter” Key Function

If you wish to use the keyboard rather than the mouse, pressing the Enter key now gives the same result 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.

Internet Payments Due

Previously, when you made an internet payment, all fees incurred up to the time of payment had to be paid at once. Now, you may choose to pay some or all of the fees in a given transaction and by various forms of payment.

The Internet Payments Due screen displays all outstanding, along with a check box for each fee. To select the fees to pay, 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"/>	2011-10-06 14:46:23	Motion for Relief from Stay(08-00042-lmj13) [motion,mrlfsty] (150.00)	\$ 150.00
<input type="checkbox"/>	2011-10-06 14:47:24	Motion for Relief from Stay(08-00043-lmj7) [motion,mrlfsty] (150.00)	\$ 150.00
<input type="checkbox"/>	2011-10-06 14:49:28	Motion for Relief from Stay(08-00045-7) [motion,mrlfsty] (150.00)	\$ 150.00

Next Clear

Tracking Filing Fee Balance

Previously, there was no way to track the balance due when a filing fee was paid in installments. Now, for pending cases, the outstanding filing fee balance is tracked in CM/ECF. (**NOTE:** This is applicable only for cases that are opened after upgrade to Version 4.1).

A new Filing Fee selection is available from the main Query output screen. For bankruptcy cases, this option displays a screen listing the filing fee amount, details on any payments that have been made and the outstanding balance due. An additional section displays any related adversary proceedings with deferred filing fees.

For adversary and miscellaneous proceedings, the Filing Fee query displays the case opening fee and the balance due (if the filing fee was deferred).

View Document

Previously, there was no way to view a document without first viewing the docket report. Now using the new View Document link, available from the main Query output screen, you may enter a document number in the case currently being viewed, and view the document directly. If multiple documents are associated with a document number, the Document Selection Menu appears from which you can choose the desired document.

BNC Certificate of Notice

When a document is being noticed to recipients through the BNC and through CM/ECF Notice of Electronic Filing (NEF), the BNC Certificate of Notice will reflect both BNC and CM/ECF NEF recipients. Information regarding the parties noticed by NEF and when they were noticed is appended to the BNC Certificate of Notice.

For Debtors' Attorneys Only - Emailed Bypass Notice

Currently, Debtors' Attorneys receive printed and mailed BNC bypass notices associated with the court's issuance of the § 341 notice. The improvement provided with CM/ECF Version 4.1 will result in notification to the attorneys' primary e-mail address on file with the court of undeliverable addresses for all notices transmitted by the BNC. You will no longer receive paper bypass notices mailed by the BNC.

For Debtors' Attorneys Only – Elimination of the BNC Notice of Meeting of Creditors

Currently, Debtors' Attorneys receive the § 341 notice by Notice of Electronic Filing (NEF) with the debtor's redacted Social Security number (SSN), and by U.S. Mail through the BNC with the debtor's full SSN. The improvement provided with CM/ECF Version 4.1 allows the BNC to send you an email containing a secure hyperlink to the unredacted § 341 notice in place of a paper notice. The BNC will send one summary email per day containing hyperlinks to one or more notices. Each hyperlink provides one free look to the full notice. You will no longer receive the paper 341

notice from the BNC. We are currently working to provide this same functionality to the case trustees and the U.S. Trustee.

RSS Feed Technology

RSS Feed (Really Simple Syndication) is a new option that you may subscribe to obtain notification when a new docket entry is created. You can either subscribe to a feed containing all of the most recent entries or configure your own feed with the desired criteria.

A standard feed, showing all the most recent entries, is available from the Court Information Screen as shown below.

Court Information	
Court Details	
Court's Name	Southern District of Iowa (CM/ECF Test Database)
Software Version	CM/ECF-BK V4.2.0
ECF Go Live Date	8/1/2003
Maximum PDF File Size (MB)	4
Maximum Merge Document Size (MB)	1
RSS Feed	 Entries made in the last 12 hours - Public Users
Docket entries of type: all	
PDF/A Compliance Required	n

This standard feed includes all entries made within the previous 12 hours. The content available via the public RSS feed is updated once per hour. No sealed information is included.

If you click the “Entries made in the last 12 hours – Public Users” hyperlink, a subsequent screen appears; you can subscribe to the feed from this screen. A sample list of recent docket entries also appears on this screen. You do not incur PACER billing fees for viewing data provided by the RSS feed. The RSS feed displays the following information:

Southern District of Iowa (CM/ ECF Test Database) - Recent Entries

Docket entries of type: all

[10-00019-als7 Craig Alan Wehmever and Kathy Sue Wehmever](#)

Thursday, October 06, 2011 10:28 AM

Type: bk Office: 4 Chapter: 7 Trustee: Solutions, Trustee [Notice of Bar Date - 7 day] (26)

[10-00019-als7 Craig Alan Wehmever and Kathy Sue Wehmever](#)

Thursday, October 06, 2011 10:27 AM

Type: bk Office: 4 Chapter: 7 Trustee: Solutions, Trustee [Relief from Stay] (25)

The docket text is not displayed, but the category of the docket entry is displayed as shown above.

You are not charged for the information displayed in the feed. However, if you click a hyperlink within the feed to the docket report or related document, you will be prompted to log in, and will incur the standard PACER fees for any information accessed through CM/ECF.