



# ECF Flier

January 2000

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## Updated Training Manuals

We are currently working on updating the attorney training manuals. We anticipate that these manuals should be complete and available for download from our ECF Reference Material page by the first week of February.

## CM/ECF Users' Advisory Group

A CM/ECF Users' Advisory Group has been formed. This group is comprised of three attorneys in each division selected by the court. The group members are as follows:

### **Alexandria:**

Don King  
Tina McMillan  
Robert Weed

### **Richmond:**

Charles H. Krumbein  
Greg Nivala  
William C. Parkinson, Jr.

### **Norfolk/Newport News:**

Frank Santoro  
Roy Lasris  
Barry W. Spear

The purpose of the Users' Advisory Group (UAG) is two-fold: First, the UAG should provide input to the Court's representatives with information about the users' concerns and problems in using the CM/ECF system.

The UAG members are encouraged to make comments, suggestions, criticisms and complaints about the operation and development of the CM/ECF system.

Second, the UAG members should receive comments from users, convey information of interest to the UAG and disseminate information to users concerning the CM/ECF system.

The first meeting is scheduled for January 21, 2000.

If you have concerns/comments that you would like to pass along for discussion, please contact your local representative.

## Netscape Issue for Secured Sites

Warning: Users of Netscape's browser older than version 4.06 will receive a warning message when connecting to any secure (https) site. Netscape recommends updating your browser to avoid experiencing this problem. There is more information available on this subject at Netscape's site:

<http://home.netscape.com/cms/certinfo.html>

## E-Mail Capability on ECF Home Page

There is now an e-mail link from our ECF Home Page for users to send in any comments/concerns/suggestions. Feel free to use this at anytime, but please do not e-mail urgent items.

## Training Database

Please keep in mind that all users have access to the training database and that it is always accessible to test docketing/filing of any pleading before docketing in the live database.

## New List of Creditors Form

Please make sure you are using the latest form (version 3/99) for the List of Creditors. This form was updated specifically for use with ECF cases. To view the latest version of this and other forms, please go to our website at [www.vaeb.uscourts.gov](http://www.vaeb.uscourts.gov) and then go to Bankruptcy Forms.

## Events Corner

Use of the event "Creditor Matrix Uploaded" will not ask for an attachment. Therefore, in addition to docketing this event, to upload a list of creditors that you have received a deficiency for, you must go to "Creditor Maintenance" and then "Upload a creditor Matrix".

## December 1999 ECF Statistics

### Bankruptcy Adversary

Alexandria	120	1
Norfolk	160	1
Richmond	52	2
Newport News	247	2
<b>District Total</b>	<b>579</b>	<b>6</b>

**Total ECF Cases filed in 1998 421**

**Total ECF Cases filed in 1999 3539**

## Attorney Training: December 1999

Alexandria 7 Richmond 4



Norfolk/Newport News 0

**Total Number of Attorneys Trained - 253**

## **ECF Information and Helpful Numbers:**

**ECF Help Desk:**                    **1-888-271-8610**

Questions? E-Mail us at the following  
address:

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Contacts for Attorney Training:

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Norfolk -

Pat Woodhouse      (757) 222-7575

Newport News -

Caroline Bradley     (757) 222-7574