



CM/ECF Newsletter

U.S. Bankruptcy Court—Eastern District of Virginia
vaeb.uscourts.gov/ecfnew/ecf.html

CM/ECF Newsletter
June/July 2001

Case Upload Feature Coming!

Anticipated Release Date: August 15th

Testing for the Case Upload feature in ECF continues. Debtors' attorneys, you're going to LOVE this feature! The current process of opening a case requires users to enter all debtor and case data information through a multitude of screens in ECF. Users have commented that this is redundant work since they already have keyed in this information once when preparing the case in their petition software.

Opening a case using the Case Upload feature consists of only one screen on ECF in which users attach files generated from their petition software: the petition, the creditor matrix, the case data file, and Chapter 13 plan (if applicable).

At this time, only Best Case (Version 9.0—Release 010608-32 or higher), Bankruptcy Plus (Version 3.12 or higher), Bankruptcy 2001 (Version 3.1.0 Build 534 or higher) and E-Z Filing (Comprehensive Edition v7.2.016 or higher) commercial petition software products are compliant with the Case Upload feature. To use Case Upload, be sure you have the latest updated version of your petition software.

If you use petition software products other than the above mentioned ones, unfortunately you will not be able to use the Case Upload feature. We recommend contacting your commercial petition software vendor directly. We will be happy to give them the specifics of what they will need to do on their end to make their products compliant with ECF Case Upload in our district.

Look for the general release of the Case Upload feature on August 15, 2001.

Bankruptcy Software Disclaimer:

Neither the U. S. Courts nor the AO has passed on the merit of any bankruptcy petition software product or their endorsement. This information is provided without warranty of any kind and the U. S. Courts and the AO make no representations and disclaim all express, implied, and statutory warranties of any kind to any party including warranties as to accuracy, timeliness, completeness, merchantability, or fitness of the products/services offered by the entities in this article for any particular purpose

PACER Billing Now Live

July 1, 2001

As of July 1, 2001, PACER billing became live for ECF information obtained online in the Eastern District of Virginia.

As a reminder, a report is included in ECF which allows you to keep abreast of the charges you are incurring. To access this report, log into ECF using your PACER login and password. From the Utilities option, select 'Review Billing History.' Key in the date range

that you wish to review and select the way you want the report to be sorted—either by Date or by Client code/date. Select [Next] to display the billing summary for this time period.

All questions and concerns regarding your PACER account, PACER access and PACER billing need to be directed to the PACER Service Center: 1-800-676-6856.

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New ECF Orders Process in the Works

B.O.P.S.

BOPS to Make Proposed ECF Orders Flow More Efficiently Through Clerk's Office.

Another ECF product in the works will change the way orders are processed for electronic cases. Currently, all proposed orders for ECF cases are submitted to the clerk's office on diskette.

Soon, in ECF cases, ECF users will be able to submit proposed orders to the clerk's office via e-mail. Orders will proceed electronically through the clerk's office and chambers. This new application will enhance the efficiency of ECF users' proposed ECF orders within our district.

Barry Wells, systems manager for the Eastern District of Virginia, currently is putting the final touches on this application of his design. You will be hearing more about BOPS (Barry's Orders Processing Solution) in the very near future. We hope to have this application completed, tested and ready for general release by early fall.



ECF Statistics For June 2001

All divisions reported a slight dip in the percentage of cases filed via ECF for the month of June. District-wide, the percentage of cases filed via ECF in the month of June fell to 41.8%, slightly off from the all-time high of 42.5% the previous month.

For June the division for the Eastern District of Virginia reported the following percentages of cases filed via ECF:

<u>Division</u>	<u>Percentage</u>	<u>All-time High</u>
Alexandria	23.6	25.6
Richmond	20.4	23.1
Norfolk	54.1	56.0
Newport News	100.0	100.0

See page 4 for a complete summary.

Helpful Hint on Scanning

A number of ECF users have expressed having problems scanning documents, which then will not upload to ECF. Many times, the reason for the problem is that the document file size is too large for ECF to upload. Note: document size and file size are two separate things! ECF is not sensitive to the number of pages of your document; however it is sensitive to the amount of memory the file needs to be stored (file size).

A file that is over 1 megabyte generally will experience problems—if it uploads at all. In order to aid in decreasing the file size of your scanned documents, your scanner settings should be set at the following: 1) mode—Black & White; 2) dots per inch (dpi) - no greater than 300; and 3) page size—Letter 8 1/2" x 11".

If you continue to have problems uploading scanned documents, you will want to consult your systems specialist for additional troubleshooting.



Changes to Mega Case Page on Website

If you have ever visited the Mega Case section on our Internet or ECF homepages, you are aware that this section contained links to the Docket Report for the particular cases. Since the docket sheets for these cases tend to be rather large, pulling a docket sheet could take a few moments—or MANY moments if you have a slower modem or the Internet is sluggish.

Our automation division has addressed this problem. The links in the Mega Case section now will take you directly to the docket sheet for the cases. The docket sheet displayed will be current up through midnight of the previous calendar day. So, if you are looking for activity that has occurred in the case for the current day, then this is not the section you will want to visit. Current day activity may be accessed by using the Docket Report function in ECF.

An additional benefit is that there is no charge for viewing this docket sheet; however, when selecting a document link to view a specific document, you will be prompted to enter a PACER login and will be charged for accessing case documents.



Attorneys Trained June/July 2001

Alexandria — 8

Janet Meiburger	Donnie Kidd, Jr.
Craig Palik	James Lewis
Joseph Goldberg	George Doumar
Alan Toppelberg	
Brad Englander	

Norfolk/Newport News— 4

Brent Rowlands
Joseph Hood
Raymond Suttle
Roger Grillo

Richmond— 7

Robert Burr
Thomas Ebel
Christopher Nolen
Ernest Vaughn
Blackwell Shelley, Jr.
Abby Phillips
Keith Phillips

Attorneys Live June/July 2001

Alexandria — 8

Janet Meiburger	Donnie Kidd, Jr.
Craig Palik	James Lewis
Joseph Goldberg	George Doumar
Alan Toppelberg	
Brad Englander	

Norfolk/Newport News— 1

Ellen Carlson

Richmond— 7

Robert Burr
Thomas Ebel
Christopher Nolen
Ernest Vaughn
Blackwell Shelley, Jr.
Abby Phillips
Keith Phillips

Upcoming ECF Training Dates

<u>Division</u>	<u>Location</u>	<u>Dates and Times</u>
Richmond	Room 203 (Training Room) of the Powell U.S. Courthouse Building	August 9th @ 9:00 a.m. August 28th @ 9:00 a.m.
Alexandria	Training Room at the Bankruptcy Court	August 16th @ 9:30 a.m. August 21st @ 9:30
Norfolk/ Newport News	Clerk's Office Room 400	August 15th @ 9:30 a.m.

**United States Bankruptcy Court
Eastern District of Virginia
Total Electronic Case Filings (ECF) By Division
1999 - YTD 2001**

1999	<i>Alexandria</i>	<i>Richmond</i>	<i>Norfolk</i>	<i>Newport News</i>	<i>District Totals</i>
	% ECF	% ECF	% ECF	% ECF	% ECF
Jul	15.9%	4.5%	11.2%	6.2%	9.9%
Aug	17.6%	7.0%	15.3%	99.5%	19.9%
Sep	17.9%	5.3%	18.5%	99.6%	22.6%
Oct	16.0%	8.4%	18.1%	100.0%	24.6%
Nov	17.7%	9.0%	20.3%	99.6%	24.8%
Dec	20.1%	7.2%	23.2%	99.6%	25.6%
6 Mos. Totals	17.5%	6.9%	17.7%	81.9%	21.2%
2000	<i>Alexandria</i>	<i>Richmond</i>	<i>Norfolk</i>	<i>Newport News</i>	<i>District Totals</i>
	% ECF	% ECF	% ECF	% ECF	% ECF
Jan	21.4%	9.0%	28.4%	99.0%	28.2%
Feb	15.7%	13.1%	23.4%	100.0%	27.1%
Mar	17.4%	12.9%	26.7%	99.7%	28.2%
Apr	17.9%	18.9%	23.5%	99.2%	29.7%
May	19.4%	14.4%	25.9%	100.0%	30.3%
Jun	25.0%	21.1%	34.7%	100.0%	36.7%
Jul	24.4%	17.8%	29.7%	98.8%	33.7%
Aug	23.6%	21.8%	34.9%	100.0%	35.4%
Sep	23.4%	23.8%	37.3%	100.0%	38.0%
Oct	24.4%	22.1%	35.1%	100.0%	37.7%
Nov	22.6%	21.8%	44.3%	100.0%	38.1%
Dec	25.6%	22.5%	40.0%	100.0%	38.2%
YTD Totals	21.4%	18.1%	31.9%	99.8%	33.3%
2001	<i>Alexandria</i>	<i>Richmond</i>	<i>Norfolk</i>	<i>Newport News</i>	<i>District Totals</i>
	% ECF	% ECF	% ECF	% ECF	% ECF
Jan	23.8%	22.7%	41.1%	100.0%	37.4%
Feb	20.9%	20.1%	39.8%	100.0%	35.8%
Mar	20.6%	23.1%	45.8%	98.4%	37.9%
Apr	23.2%	22.6%	51.8%	100.0%	40.9%
May	23.8%	21.6%	56.0%	100.0%	42.5%
Jun	23.6%	20.4%	54.1%	100.0%	41.8%
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
YTD Totals	22.5%	21.8%	48.1%	99.7%	39.4%

Note: In 2000, 26,075 petitions were filed for the Eastern District, of which 8,672 or 33.3% were ECF cases. Thus far in 2001, ECF filings have increased to 39.4% for all bankruptcy petitions .