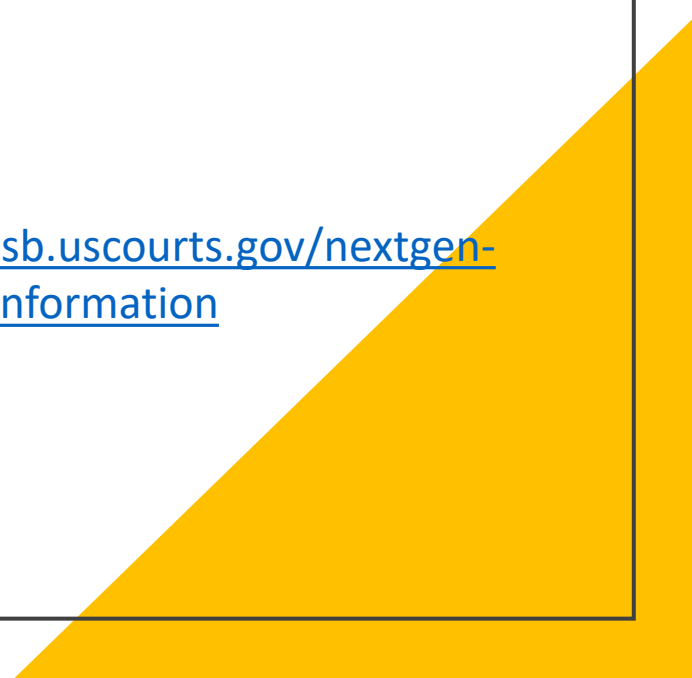


Welcome to NextGen

GASB Public User Training
August 26, 2021, at 2:00 PM

[http://www.gasb.uscourts.gov/nextgen-
information](http://www.gasb.uscourts.gov/nextgen-information)

A large yellow triangle is positioned in the bottom right corner of the slide, pointing towards the top right.

00:57



Chat Bubble



Meeting chat

- Leigh Cribbs named the meeting to Meeting with Leigh Cribbs.
- 2:51 PM Meeting started
- Tory Grandison has temporarily joined the chat.

Type your question here



Type a new message



Resources

- GASB website:
<http://www.gasb.uscourts.gov/nextgen-information>

The screenshot shows the homepage of the United States Bankruptcy Court Southern District of Georgia. At the top, there is a navigation bar with links for Case Info, Judges' Info, Attorney Info, Filing Without an Attorney, Programs and Information, CMECF Information, NextGen Info, and Forms. Below this is a section for 'IMPORTANT INFORMATION AND NOTICES' regarding COVID-19. A central 'Welcome' message is followed by a 'Where to file...' section. On the left, there are links for Case Locator (PACER), E-Filing (CM/ECF), Fin. Mgt. Cert. (eFinCert), and Electronic Claims (ePOC). The main content area is divided into three columns: 'Court Location' (listing Augusta, Brunswick, Dublin, Savannah, and Waycross), 'NextGen Information' (with links for Court Calendar, Judges' Opinions, Local Rules, General Orders, Court Fees, Unclaimed Funds, and Report An Issue with CM/ECF), and 'Announcements' (featuring updates on relocation services, a newsletter, a judgeship position, and trustee reports). A 'Other Court Links' section is at the bottom. Four yellow arrows are overlaid on the page: one points from the 'Where to file...' section down to the 'NextGen Information' column; another points from the 'NextGen Information' column up to the 'Announcements' column; a third points from the 'NextGen Information' column left to the 'Court Location' column; and a fourth points from the 'Announcements' column left to the 'NextGen Information' column.



What is NextGen?

- NextGen is the shortened name for Next Generation of CM/ECF
- NextGen is a filing system fully integrated with PACER. The two systems are linked by a module called Central Sign-On
- NextGen provides modules that integrate with existing CM/ECF functionality

Why are we migrating to NextGen?

The goals of NextGen are to:

- Promote better integration among the district, bankruptcy, and appellate systems
- Enhance security measures to protect CM/ECF data
- Contribute to greater user efficiency using new tools and technology
- Provide centralized access to all courts for filers and court users

When are we doing this?



CHANGES ALREADY OCCURRING IN THE BACKGROUND TO PREPARE FOR NEXTGEN MIGRATION



**GO LIVE DATE:
OCTOBER 12, 2021**



FRIDAY, OCTOBER 8, 2021, AT 5:00 PM CM/ECF WILL GO DOWN AND REMAIN OFFLINE ALL WEEKEND

Terms to Know

NEXTGEN: Next Generation of the Judiciary's case management electronic filing (CM/ECF) system

PSC: PACER Service Center

CSO: Central Sign On - NextGen functionality that allows both external filers and court users to have one login and password to access any NextGen court

PAA: PACER Administrative Account – A consolidated billing and online account management process for groups. All PACER charges associated with each individual PACER account can be linked to the PAA

FILING AGENT: External user who can file pleadings on behalf of an attorney or trustee

Central Sign-On

- Central Sign-On (CSO) allows public users to have **one** log-in and password to access any NextGen court
- Public users log on via PACER



Public Filers

Advantages of CSO

- One login to electronically file and view documents
 - no longer confuse CM/ECF login with PACER login
- One login to access multiple courts
- The CSO login belongs to the user and will follow the user to a different court, a different attorney firm, or different business

PACER Administrative Accounts

Do you want to prevent receiving a bill for each attorney with their own PACER account?

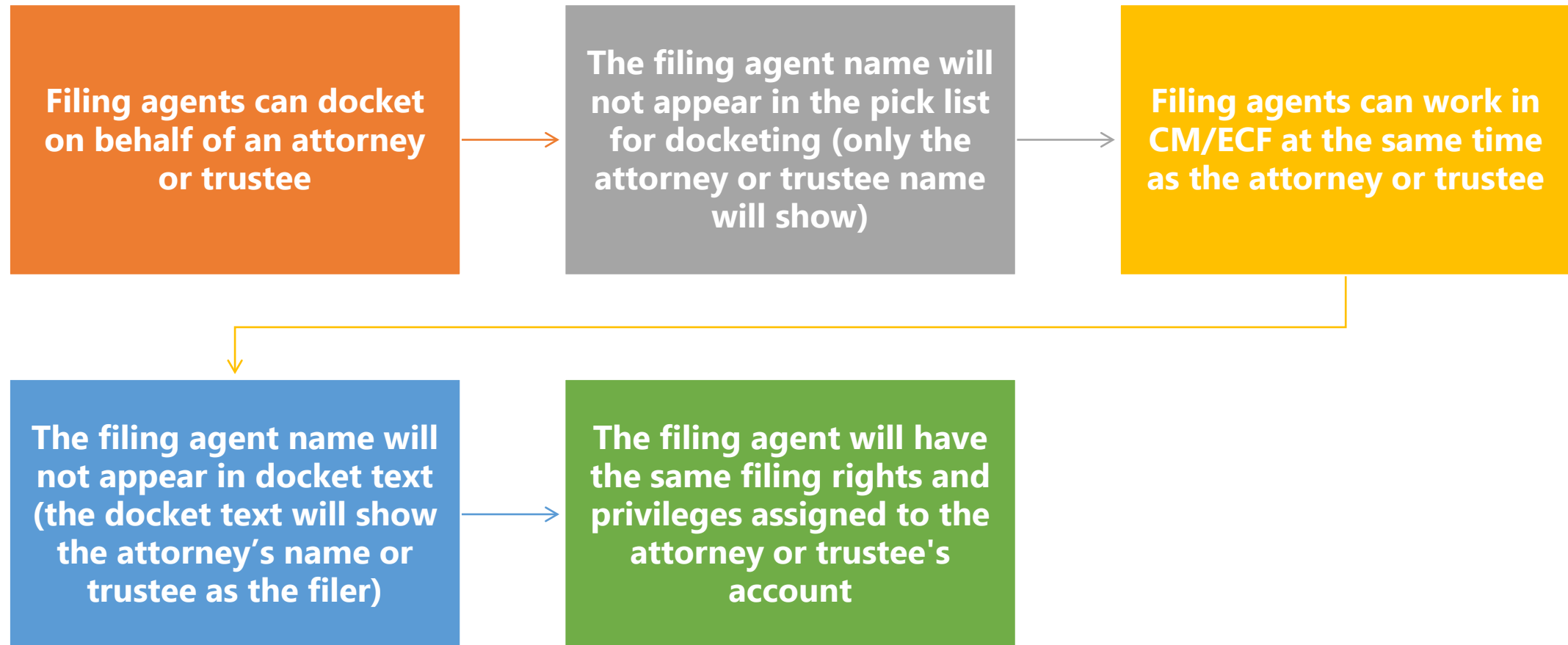
- The PACER Service Center has developed the PACER Administrative Account (PAA), a consolidated billing and online account management process for groups.
- The PAA can only be used for administrative purposes and does not provide the ability to file documents. Keep in mind that the PAA only applies to PACER charges, and not Court filing fees.
- All PACER charges associated with each individual PACER account can be linked to the PAA.
- To register for a PAA, one person in the firm should be appointed the Administrator and would complete the registration on the PACER website: <https://pacer.uscourts.gov/register-account/group-billing>.

What is a Filing Agent?

- A filing agent may be an individual employed by a registered attorney or trustee.
- Filing agent accounts allow staff to file cases, pleadings and other documents on behalf of an attorney or trustee.
- A filing agent can be assigned to file on behalf of multiple attorneys and trustees.
- An attorney or trustee may have multiple filing agents.
- A filing agent must have his/her own individual PACER account.



Facts About Filing Agents



Facts About Filing Agents

Attorney and Trustee users will no longer need to share their login and password with employees

The filing agent will not receive NEF emails unless attorney adds the filing agent's email as a secondary email address to receive notices

The attorney/trustee for whom they are filing is responsible for the document that is filed

All transactions entered by the filing agents can be viewed by the attorney or trustee by going to *Utilities > View Your Transaction Log*

Attorney and trustee users have the authority to add or disable Filing Agent's accounts associated with their login

What to do now to get ready!

1) Get your own PACER account (this applies to all existing attorneys, trustees, limited filers and filing agents)

- Each external filer must have their own individual PACER account
 - ✓ More information on how to set up an individual PACER account can be found here:
<https://pacer.uscourts.gov/register-account>
- NO Shared PACER accounts for a firm will be useable
- Firms may set up a PACER Administrative Account for billing purposes
 - ✓ More information on how to set up a PACER administrative account can be found here:
<https://pacer.uscourts.gov/register-account/group-billing>

What to do now to get ready!

If you already have your own PACER account (attorneys, trustees, limited filers and filing agents):

- Is your PACER account upgraded?
 - If your PACER account was created *after* August 11, 2014, your account is already an upgraded account - nothing further to do right now.
 - If your PACER account was created *prior* to August 11, 2014, you will need to upgrade your account now, if you haven't already done so.
- More information about upgrading your PACER account can be found here:
<https://www.gasb.uscourts.gov/sites/gasb/files/PACER%20Learning%20Aid%20-%20How%20to%20Upgrade%20PACER%20Account%20%281%29.pdf>

What to do now to get ready!

2) Know your current CM/ECF username and password.

➤ If you need assistance recovering your CM/ECF **login**, please email the USBC CM/ECF Project Manager at:
USBC_CMECF_ProjectManager@gas.uscourts.gov.

➤ If you do not know your CM/ECF **password**, please use the password reset feature from the CM/ECF login page at:
<https://ecf.gasb.uscourts.gov/cgi-bin/lostPassword.pl>

Once the Court is on NextGen – Then What?

➤ **On or After October 12, 2021:**

- ✓ Link your PACER account to your CM/ECF account.
- ✓ Instructions on linking your accounts may be found here:
<https://www.gasb.uscourts.gov/sites/gasb/files/Linking%20a%20CMECF%20Account%20to%20an%20Upgraded%20PACER%20Account.pdf>

- **After linking your PACER account and your CM/ECF account, you can begin filing.**

Resources

- GASB website:
<http://www.gasb.uscourts.gov/nextgen-information>

The screenshot shows the homepage of the United States Bankruptcy Court Southern District of Georgia. At the top, there is a navigation bar with links for Court Info, Judges' Info, Attorney Info, Filing Without an Attorney, Programs and Information, CMECF Information, NextGen Info, and Forms. Below this is a section for 'IMPORTANT INFORMATION AND NOTICES' regarding COVID-19. A central 'Welcome' message is followed by a 'Where to file...' section. On the left, there are links for Case Locator (PACER), E-Filing (CM/ECF), Fin. Mgt. Cert. (eFinCert), and Electronic Claims (ePOC). The main content area is divided into three columns: 'Court Location' (listing Augusta, Brunswick, Dublin, Savannah, and Waycross), 'NextGen Information' (with links for Court Calendar, Judges' Opinions, Local Rules, General Orders, Court Fees, Unclaimed Funds, and Report An Issue with CM/ECF), and 'Announcements' (featuring updates on relocation services, a newsletter, a judgeship position, and trustee reports). A 'Other Court Links' section is at the bottom. Four yellow arrows highlight specific areas: one points from the 'Where to file...' section down to the 'NextGen Information' column; another points from the 'NextGen Information' column to the 'Court Location' section; a third points from the 'NextGen Information' column up to the 'Welcome' message; and a fourth points from the 'Announcements' section to the 'NextGen Information' column.

Resources

- Register for an individual PACER Account if you do not have an individual account:

<https://pacer.uscourts.gov/register-account>

- How to Upgrade PACER Account if you already have a PACER account but it was created prior to August 11, 2014:

<https://pacer.uscourts.gov/help/pacer/upgrading-your-pacer-account>

- Register for a PAA Account – centralized billing for groups:

<https://pacer.uscourts.gov/register-account/group-billing>

Questions?



Please click the NextGen CM/ECF Frequently Asked Questions link:

<https://pacer.uscourts.gov/help/faqs/nextgen-cm-ecf>



If you have questions after this presentation, please visit our website, or call our ECF Helpdesk at:

912-650-4100