

U.S. Court of Appeals *for the* Sixth Circuit
ECF Training

Filing a Court Reporter Acknowledgement

U.S. Court of Appeals *for the* Sixth Circuit

ECF Training

Before you begin to file electronically you must have both a PACER account and an Appellate Filer account. Registration instructions will be available at the end of this tutorial.

Appellate CM/ECF Login

Notice

This is a **Restricted Web Site** for Official Court Business only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

IMPORTANT NOTICE OF REDACTION RESPONSIBILITY: All filers must redact:

Social Security numbers; driver-identification numbers; dates of birth; names of minor children; financial information; and other identifying information in civil, criminal cases, home addresses, in compliance with [Fed. R. App. P. 5.2](#), [Fed. R. Crim. P. 49.1](#), or [Fed. R. Bankr. P. 9037](#). This requirement includes attachments.

1. Click to check the redaction rules agreement box.

I understand that, if I file, I must comply with the redaction rules. I have read this notice.

Authentication

Login:
Password:
Client Code:

2. Type in your Appellate Filer Account login and password.

Login

Clear

3. Click the **Login** button.

CM/ECF has been tested using Firefox and Internet Explorer. All testing was performed using the Sun Java Plugin version 1.7.

Click **Filing** then
File a Document



U.S. Court of Appeals CM/ECF Official Attorney Electronic Document Filing System

This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to Federal Rule of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18USC152 and 3571.

Welcome

Welcome to the U.S. Court of Appeals Case Management/Electronic Case Files System. Please select an option from the menu.

[Court Information](#)

1. Type your case number in the **Case** field then press the **Tab** key.

U.S. Postal Service, et al

File a Document

Case: 80-1050

Enter case number as yy-nnnn or yy-nnnnn (e.g., 05-2475 or

Filed Date: 06/27/2016

 Response/Reply Argument Costs Fee Rehearing Petition Amicus Filings

2. Click the **Court Reporter Entries** radio button.

 TEST COURT USE ONLY Court Reporter Entries Under Seal EOIR/DHS BAP

3. Click the **Court Reporter Acknowledgement** radio button.

Select One

 Court Reporter Acknowledgement Request extension of time to file transcript Request waiver of fee reduction Transcript filed in District Court

Uncheck boxes for each case in which this document should not be filed.

Case Selection

80-1050 Banks v. U.S. Postal Service, et al (Target Case)

4. Click the **Continue** button to continue with the filing.

Total: 0 Selected: 0

All

Clear All

Continue

CMI/ECF Appell

Case 80-1050 Banks v. U.S. Postal Service, et al

Court Reporter Filer

Please choose YOUR NAME from the list below. If your name does not appear in the list, you have selected an incorrect transaction. Please cancel this transaction and start again.

	Filer	Type	Case Number	Short Title
<input checked="" type="checkbox"/>	Napolik, Maria	Court Reporter	80-1050	Banks v. U.S. Posta...

1. Following the on-screen instructions, review and complete each section.

Related Previous Entries

Please select the Transcript for which you are filing the acknowledgement, then click the "Add" button.....

Doc	Date Filed	Entry
	12/11/2015	TRANSCRIPT ordered from Maria Napolik, filed by Ms. Angela Marie Smith for Ms. Mildred Banks. [5139858-1] ; District Court Docket Number: TRANSCRIPT ordered from Maria Napolik, filed by Ms. Angela Marie Smith for Ms. Mildred Banks. [5139858-1] ; District Court Docket Number: 80-2016 ; Date NOA Filed: 10/08/2013 ; ----- This is to order a transcript of the following proceedings and to certify that satisfactory financial arrangements have been completed ----- Transcript ordered on: 12/11/2015 ; District Court Judge/Magistrate: <i>Judge Battisti</i> ; Hearing Dates: 7/30/15 ; Testimony: <i>Minutes of Proceedings</i> ; Method of Payment: <i>Private Funds</i> ; ; Court Reporter acknowledgment is due in 14 days. Certificate of Service: 12/11/15.

Tip: To view the actual docket text, hover over the entry.

Total: 0

2. After completing each section, click on the **Continue** button.

Case 80-1050 Banks v. U.S. Postal Service, et al

NOTE

Indicate whether financial arrangements have been made below:

Relief

1. Click on the **Down Arrow** in the Relief category box to select the **Transcript - financial arrangements** option.

Category	Description	
(all reliefs) ▼		Apply
(all reliefs)		
Transcript - financial arrangements		

Entry	Cases	
		Up
		Down
		Remove
		Clear All

Total: 0

Case 80-1050 Banks v. U.S. Postal Service, et al

NOTE

Indicate whether financial arrangements

2. Click the **Down Arrow** in the Description box, select the appropriate option and then click the **Apply** button.

Relief

Category

Transcript ...

Description

[Dropdown menu]

Apply

Entry	Remove	Clear All
	Remove	Clear All

Total: 0

arrangements for payment were made
incorrect transcript order
no arrangements for payment have been made

3. Click the **Continue** button to move to the next screen.

Continue Back Cancel

Case 80-1050 Banks v. U.S. Postal Service, et al

Court Reporter Acknowledgement/arrangements for payment were made

Additional Information

Enter date financial arrangements made:

1. Following the on-screen instructions, review and complete each section.

NOTE

If the estimated completion date is not within 30 days of the order date or the date financial arrangements are made (whichever is later), a request for extension must be made to the Court of Appeals.

Additional Information

Estimated Completion Date:

Additional Information

Estimated Number of Pages:

2. After completing each section, click on the Continue button.

Continue Back Cancel

Case 80-1050 Banks v. U.S. Postal Service, et al

Docket Text

 Court Reporter Acknowledgement filed by Maria Napolik, for transcript [5139858-2] ; Arrangements for payment were made on <i>12/11/2015</i> ; Estimated completion date: <i>12/31/2015</i> ; Estimated number of pages: <i>55</i>.

If you are satisfied with the content of the docket text, click the **Continue** button.

Case 80-1050 Banks v. U.S. Postal Service, et al

The Event Review dialog box signals the "point of no return." When you click the **Submit** button, you are filing the document and cannot go back. If you need to make corrections, click the **Back** button.

Event Review

 **Attention!**
Pressing the **SUBMIT** button on this screen commits this transaction.
You will have no further opportunity in this transaction to make a modification if you continue.
Have you redacted?

Court Reporter Acknowledgement filed by Maria Napolik, for transcript [5139858-2] ; Arrangements for payment were made on *12/11/2015* ; Estimated completion date: *12/31/2015* ; Estimated number of pages: *55*.

Submit **Back**

Note that your entries appear in italics.

Continue **Back** **Cancel**

ate
CMI/ECF

Case 80-1050 Banks v. U.S. Postal Service, et al

The Event Docketed dialog box confirms the filing has been entered on the Court's docket. Click the **OK** button to acknowledge the message and to view the Notice of Docket Activity.

ment/-/arrangements for payment were made

Additional Information

Enter date financial arrangements made:

12/11/2015

If the estimated
are made (which

the date financial arrangements
e Court of Appeals.

Event Docketed

 The docketed transaction has been completed.

OK

Additional Information

Estimated Number of Pages:

55

Continue Back Cancel

*****NOTE TO PUBLIC ACCESS USERS***** Judicial Conference of the United States policy permits attorneys of record and parties in a case (including pro se litigants) to receive one free electronic copy of all documents filed electronically, if receipt is required by law or directed by the filer. PACER access fees apply to all other users. To avoid later charges, download a copy of each document during this first viewing.

United States Court of Appeals for the Sixth Circuit

Notice of Docket Activity

The following transaction was filed on 12/11/2015

Case Name: Banks v. U.S. Postal Service, et al

Case Number: [80-1050](#)

Docket Text:

Court Reporter Acknowledgement filed by Maria Napolik, for transcript [826] ; Arrangements for payment were made on 12/11/2015 ; Estimated completion date: 12/31/2015 ; Estimated number of pages: 55. (MN)

Notice will be electronically mailed to:

Mr. Glen Paul Napo: glen_napo@napolaw.com

Ms. Angela Marie Smith: smitham@lawsmith.com

Maria Napolik: maria_napolik@ohs.uscourts.gov

Notice will not be electronically mailed to:

Ms. Mildred Banks

F.C.I. Loretto

P.O. Box 1000

Loretto, PA 15940

The Notice of Docket Activity (NDA) provides notice to the court and case participants of your action.

The NDA will open in a new browser window or a new tab in the current browser window depending on your computer settings.

If you do not see the NDA, disable the pop-up blocker in your browser settings.

U.S. Court of Appeals *for the* Sixth Circuit

ECF Training

This completes the tutorial. You must have both a PACER account and an Appellate Filer account to file electronically. Click on the links below to register.

[PACER Account Registration](#)

[Appellate Filer Account Registration](#)

After registration, click on the link below to log in to CM/ECF and begin docketing.

[CM/ECF Login](#)