

Introduction to Brief QC Program

The Sixth Circuit Court of Appeals now offers a Brief Quality Control program (Brief QC). When filing via CM/ECF, selecting a brief docketing event will allow filers to utilize this new program, designed to improve the quality of submitted briefs and reduce deficiencies. Participation in Brief QC is optional; filers can proceed with filing regardless of the program's results.

Brief QC Process Overview

The process for submitting briefs remains the same. Filers should continue to select the brief type from the document list, add a description, and then upload the PDF file using the "Browse" function.

Type of Document ^	Category ^
appearance form	Case Opening Forms
appellant brief 1	Briefing
appellant EN BANC supplemental brief	En Banc Rehearing
appellee brief	Briefing
appellee EN BANC supplemental brief	En Banc Rehearing
appendix	Briefing

Continue 2

Upload Documents

Description

appellant brief

Browse... ←

Please be aware that the upload process may take a few additional seconds due to the Brief QC program analyzing the submitted document.

If the program detects any errors, a new screen labeled "Document Check Result," will appear. For reference, an example follows:

Document Check Result

The computer program determined this brief may not meet FRAP and local rule requirements. It has identified possible critical deficiencies (issues that impact the court's internal review and usually results in rejection of the brief and the filing of a corrected version). The program also found possible minor deficiencies that will not cause rejection, but we present for your consideration.

1. Critical deficiencies found that normally result in rejected brief:

- The program did not find an **Addendum** as required by 6th CIR. R. 30(g)(1). If this section is included and is correct, please disregard this notice. Occasionally, the program is confused when the section includes misspelled words or additional text or characters.
- There may be a problem with the **signature** following the **Conclusion** required by 6th CIR. R. 25(d)(1). The signature is either missing or does not match the name of the attorney whose credentials were used for log-in. The filing attorney's name should be typed on the line where the attorney would normally sign, preceded by an "s/". An image of the signature is not allowed. Based upon a comparison of the log-in credentials and information in court records, the expected signature is: s/Gracie Louis -.

2. Minor deficiencies we call to your attention:

- The caption on the brief does not match the Court's Official Caption as required by FED. R. App. P. 32(a)(2)(C). See the redline below for the changes required:

Print Done

Note the scroll bar on the right, which indicates more results may be visible below. There is also the option to print the results using the "Print" button for easy reference during brief revisions. After reviewing the full list (scroll down if necessary), proceed by clicking "Done."

A two-day extension is available and automatically granted for filings submitted on the deadline date that require additional time for corrections. To utilize this extension, click the "File Extension" button located at the bottom of the screen. Please note that this extension is available only once. Upon its use, the button will no longer be displayed for subsequent filing attempts, nor will it be available for filings submitted before or after the deadline date.

Print File Extension Done

There will be a new "Validation" column in the Upload Document section. If printing the error report was previously skipped, access and print options are still available by clicking the "errors" hyperlink in this column.

Document	Description	Size	Validation	Sequence	Remove All
ApItBrief.pdf	appellant brief	440 KB	Errors		✖
Continue Cancel					

Choosing "Continue" will submit your brief despite the errors identified. Conversely, to rectify the errors prior to submission, please select "Cancel" to terminate the docketing event.

Filers should note that while the Brief QC program is intended to accurately identify deficiencies, instances may occur where it incorrectly flags an item. This most commonly arises when an exact or close match for required content or sections is not found, or when adjacent text or characters impede

the program's analysis. Should a filer believe that a deficiency has been incorrectly identified, they should proceed with docketing of the brief.

In the event the Brief QC Program detects no errors, the "Document Check Result" screen will not be presented, and the "Validation" column will indicate "Complete."

The Clerk's Office retains the responsibility for manually reviewing briefs and issuing any necessary deficiency notices, as the program doesn't identify all potential issues.

For further information, contact: Office of the Clerk, U.S. Court of Appeals for the Sixth Circuit, 513-564-7000.