

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

# NextGen ECF Training

## Filing a Response

Select "Filing"



**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.

Last Login 2017-07-28 13:12:45.0

[Court Information](#)

### File a Document

Case Number

80-3035

Alma Potts v. Water Quality Assurance Syndic

Enter the Case Number

Filed

07/28/2017

Type of Document ▲

Category ⇅

All



### Parties/Attorneys

▼ 80-3035

Alma Potts v. Water Quality Assurance S

▼ Potts, Alma

▼ Attorneys

Smith, Angela Marie

▼ Water Quality Assurance Syndicate

▼ Attorneys

Napo, Glen Paul



**File a Document**

**Case Number**

80-3035

Alma Potts v. Water Quality Assurance Syndic

**Filed**

08/08/2017

Begin typing "response", the options below will filter as you type

Type of Document ▾

response

Category ⇅

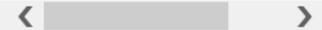
All

enforcement response	Response/Reply
response	Response/Reply
response filed late	Response/Reply
response to additional citation (28j)	Argument, Briefing, Response/Reply
response to bill of costs	Costs
response to petition	Response/Reply
showcause response	Response/Reply

Continue

**Parties/Attorneys**

- ▾ 80-3035
- Alma Potts v. Water Quality Assura
- ▾ Potts, Alma
  - ▾ Attorneys
    - Smith, Angela Marie
- ▾ Water Quality Assurance Syndicate
  - ▾ Attorneys
    - Napo, Glen Paul



**File a Document**

**Case Number**

80-3035

Alma Potts v. Water Quality Assurance Syndic

**Filed**

08/08/2017

Make the selection as appropriate for the type of motion you're filing

**Type of Document** ▾

response

All

enforcement response	Response/Reply
response	Response/Reply
response filed late	Response/Reply
response to additional citation (28j)	Argument, Briefing, Response/Reply
response to bill of costs	Costs
response to petition	Response/Reply
showcause response	Response/Reply

Continue

Click the "Continue" button

**Parties/Attorneys** ▾

▾ 80-3035

**Alma Potts v. Water Quality Assura**

▾ Potts, Alma

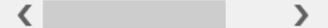
▾ **Attorneys**

Smith, Angela Marie

▾ Water Quality Assurance Syndicate

▾ **Attorneys**

Napo, Glen Paul



is v. Water Quality Assurance Syndic

The image shows a screenshot of a software interface with a dialog box titled "Attention". The dialog box contains the following text: "I certify that I have this day served all opposing counsel and parties in this case by the manner designated below." Below this text is a checkbox labeled "Continue" which is checked. To the right of the checkbox is a blue button labeled "OK". A yellow callout box with a pointer to the "Continue" checkbox contains the text: "Certify Service by checking the 'Continue' box". The background of the interface shows a sidebar with a mouse cursor pointing to a tan-colored button.

## File a Document | appellant brief

File to case: 80-3035

### Attorney 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
Napo, Glen Paul	Appellant	80-3035 Alma Potts v. Water Quality Assurance Syndic

[Select All](#)

Select your name. It will then display in the "Selected" panel.

Selected

Filer	Type	Case	Remove All
Napo, Glen Paul	Appellant	80-3035 Alma Potts v. Water Quality Assurance Syndic	

### Choose in "support" or "opposition":

- support
- opposition

Chose from the drop-down list, where the response is in support or opposition

one or more entries, from the list below, to which you are responding. To select, click on the entry then click "Add". Your selection should appear in the "Selected Entries"

Choose in "support" or "opposition":

support

Related Entries

Please choose one or more entries, from the list below, to which you are responding. The entries selected will display in the "Select" panel.

Doc	Filed	Entry
	08/05/2017	<input checked="" type="checkbox"/> MOTION filed by Mr. Glen Paul Napo for Water Quality Assurance Syndicate to exte...
	04/05/2010	<input type="checkbox"/> Appellee MOTION filed by Ms. Angela Marie Smith for Ms. Alma Potts to adopt brie...
	04/05/2010	<input type="checkbox"/> Appellant MOTION filed by Mr. Glen Paul Napo for Water Quality Assurance Syndica...
	04/01/2010	<input type="checkbox"/> Appellant MOTION filed by Mr. Glen Paul Napo for Water Quality Assurance Syndica...

Selected

Doc	Filed	Entry	Sequence	Remove All
	08/05/2017	<input checked="" type="checkbox"/> MOTION filed by Mr. Glen Paul Napo for Water Quality Assurance Syndicate to exte...		

The referenced document will display in the "Selected" panel. Click "Continue".

Continue

[Cancel](#)

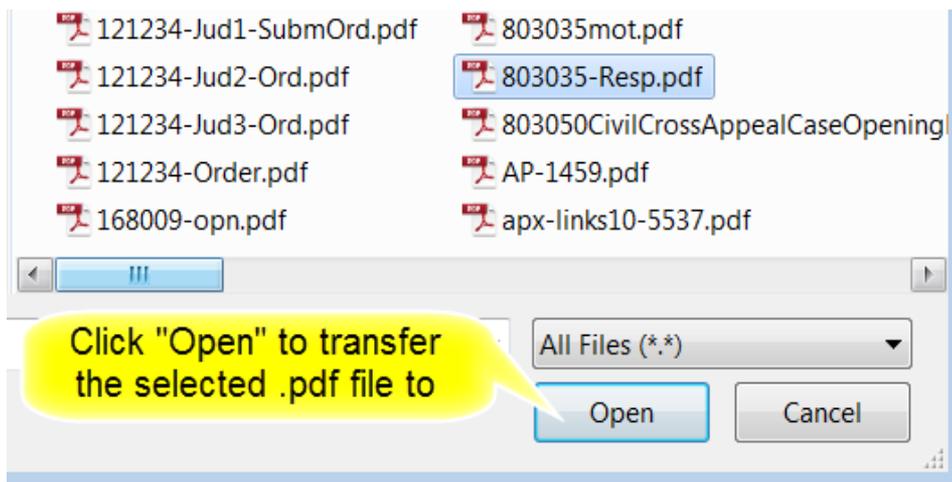
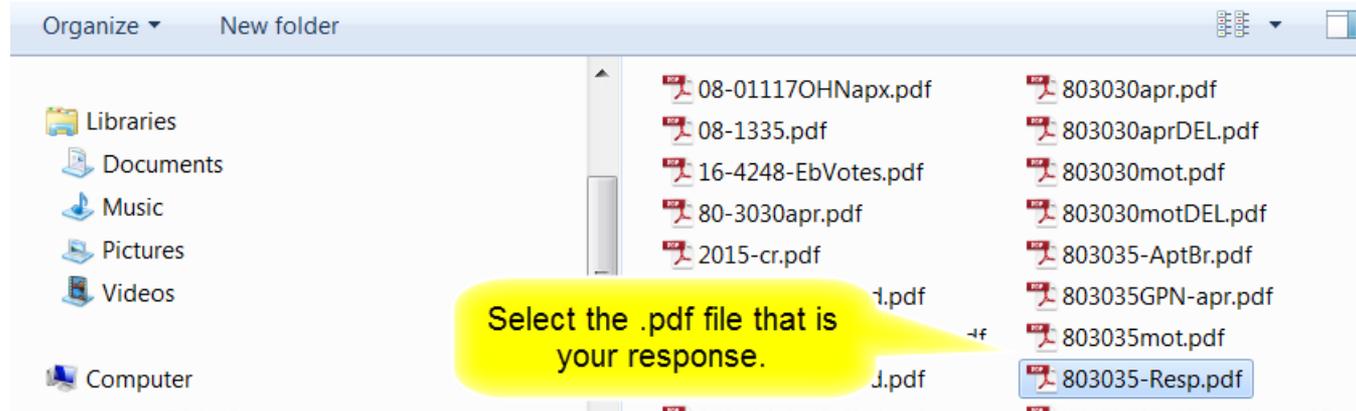
Upload Documents

Description

response

Browse...

Select "Browse" to locate your Response on your computer. Your own directory will open on your computer screen.



▼ Upload Documents

Description

Additional Document

Browse...

Click Browse

Once the document is successfully uploaded, the information will populate the "Document" panel. Repeat to add additional documents.

Document	Description 	Size	Sequence	<a href="#">Remove All</a>
<a href="#">803035-Resp.pdf</a>	response	46 KB		

▼ Service

Service

MM/DD/YYYY



Enter the Service Date by typing or selecting from the calendar icon.

Name ▲	Originating/Party Type ⇅	Not Served	Clerk	Email	Fax	Hand	US mail	Edits
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## File a Document | response

File to case: 80-3035

▶ Attorney Filer

▶ Choose in "support" or "opposition":

▶ Related Entries

▶ Upload Documents

▶ Service

▼ Docket Text

RESPONSE in support filed regarding a motion to extend time to file brief, [5139910-2]; previously filed by Mr. Glen Paul Napo for Water Quality Assurance Syndicate. Response from Attorney Mr. Glen Paul Napo for Appellant Water Quality Assurance Syndicate Certificate of Service:08/03/2017. [80-3035]

Continue

Cancel

The docket text which will appear on the docket sheet is displayed. It cannot be edited. Click "Continue" to proceed to the Final Review panel.

▼ Final Review

**File to Case**

80-3035

**Type of Document**

response

**Attorney Filer**

Napo, Glen Paul (Appellant) 80-3035

**Choose in "support" or "opposition":**

support

**Related Entries**

08/05/2017 MOTION filed by Mr. Glen Paul Napo for Water Quality Assurance Syndicate to extend time to file brief. Certificate of Service: 08/04/2017. [80-3035]

**Upload Documents**

[803035-Resp.pdf](#) (1 page)

**Service**

08/03/2017

**Docket Text**

RESPONSE in support filed regarding a motion to extend time to file brief, [5139910-2]; previously filed by Mr. Glen Paul Napo for Water Quality Assurance Syndicate. Response from Attorney Mr. Glen Paul Napo for Appellant Water Quality Assurance Syndicate Certificate of Service:08/03/2017. [80-3035]

The "Final Review" panel summarizes the information input in this transaction. After reviewing, click "Submit" to finalize the transaction. If you need to make a correction, click "Edit".

\*\*For more detailed instructions on editing, refer to the "Filing an Appearance" tutorial, slide #13.\*\*

After you click the **Submit** button, you cannot change this filing.



**Have you redacted personal identifiers from the document you filed?**

**Submit**

[Edit](#)

[Cancel](#)

appears on the FORM OF APPEARANCE

Confirmation that the  
transaction was  
completed successfully.

 The filing has been completed successfully.

OK

appears on the FORM OF APPEARANCE