



DISTRICT COURT OF THE VIRGIN ISLANDS

Announces

Attorney Training for the Case Management / Electronic Case Files System (CM/ECF)

**FRIDAY, AUGUST 29, 2025
10:00 A.M. – 11:30 A.M. via Microsoft Teams**

1.8 Technology CLE will be offered

CM/ECF is a judiciary-developed case management application offering internet access to official case records in the federal courts. The District Court of the Virgin Islands is offering a training opportunity for attorneys and staff members. Attorneys are encouraged to attend the training sessions.

TRAINING OBJECTIVES

Refresher Pointers

- * CM/ECF Overview
- * Eligibility, Registration, Passwords
- * Filing Notices of Appearance
- * Choosing the Appropriate Filing Event
- * System Errors and Technical Failures
- * Recognizing Common docketing errors
- * Pay.gov: 24-hours a day, 7-days a week and much more

Advanced Training

- * Fundamental Aspects of CM/ECF Sealed and *Ex-Parte* Functionalities
- * Filing for Regular Admissions Using PACER and NextGen CM/ECF

To register, please send an email expressing your interest in participating to vid_train@vid.uscourts.gov. Attorneys are encouraged to have staff members attend. When registering, please have staff members include their names and their individual email address in the registration correspondence. When registrations are processed, a meeting invite will be emailed for access to the training.

Register by Friday, August 22, 2025