



DISTRICT COURT OF THE VIRGIN ISLANDS

Announces upcoming

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

1.5 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 V.I. is offering two training opportunities for attorneys and staff members. Attorneys are encouraged to attend training sessions.

TRAINING OBJECTIVES

Refresher Pointers

- * CM/ECF Overview
- * Filing Answers and Counterclaims
- * Selecting correct filing events
- * Attaching documents for filing
- * Use of the search button in CM/ECF
- * Common docketing errors

Advanced Training

- * Filing Counter Claim Answers
- * CM/ECF Sealed Functionality: Understanding the Critical Elements
- * Filing a motion to file for a proposed sealed document
- * Filing a sealed document
- * Filing *ex-parte* documents

SCHEDULE

Friday, July 28, 2023
10:00 A.M. – 11:15 A.M.
Via Microsoft Teams

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 member 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.