NEXTGEN CM/ECF

LINKING A LEGACY CM/ECF ACCOUNT TO AN UPGRADED PACER ACCOUNT FOR ATTORNEYS, COURT REPORTERS, & OTHER CURRENT CM/ECF FILERS



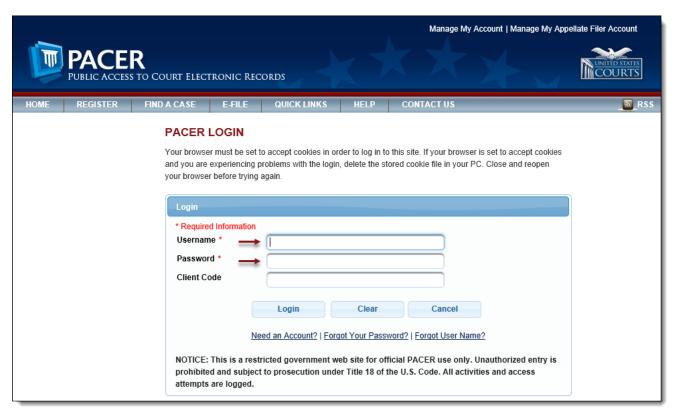
Linking a legacy CM/ECF Account to an Upgraded Pacer Account

NOTE: These instructions are only for users who currently have a legacy CM/ECF e-filing account.

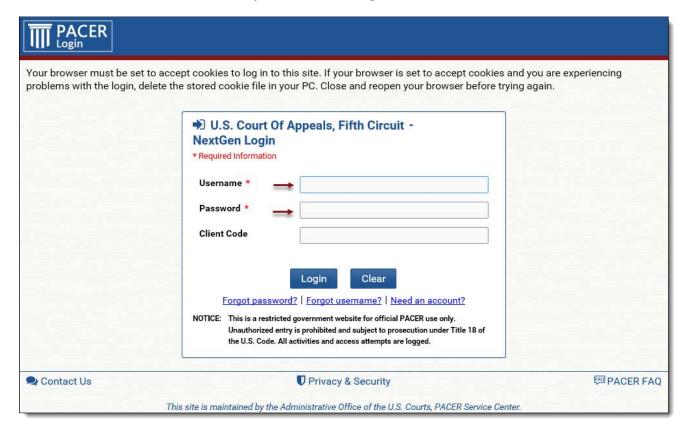
1. Open a browser and go to the <u>ECF website for the 5th Circuit</u>. Click the 'CM/ECF Document Filing System' link.



2. Login using your individual upgraded Pacer account. NOTE: Some law firms may have a shared firm account for central billing. DO NOT log in using the credentials for a shared account.



Some users may see the below login screen. Both are valid.



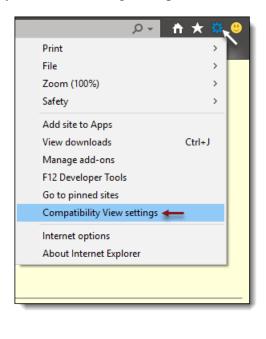
3. Select the 'Link my filer account to my PACER account' link.

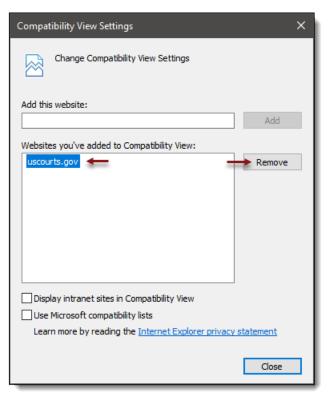


- 4. Enter your old e-filing CM/ECF login and password. Click [Submit].
 - *For attorneys who do not remember their CM/ECF Login and/or Password, please contact PACER at (800) 676-6856. The ability to retrieve this information through their website has been disabled.

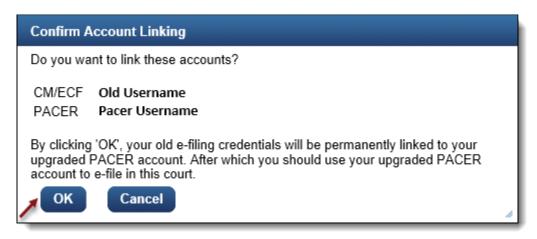


Note to Internet Explorer Users: In some instances, submitting your old e-filing credentials will result in the screen not moving to the next step. From Internet Explorer, click the 'Tools' icon and select 'Compatibility View settings'. In the dialog box, remove any reference to a uscourts.gov or pacer.gov website. Click [Close] and enter your credentials again to proceed to the next step.





5. Verify the account information is accurate. Click [OK].



6. The NextGen CM/ECF screen will display after successfully linking the accounts. From this point forward, use your upgraded PACER account credentials to log into NextGen CM/ECF.

