



Preparing for the Next Generation of CM/ECF

LINKING an Upgraded PACER Account to a NextGen CM/ECF Account

After the United States Bankruptcy Court for the District of Columbia goes live with NEXTGEN, you will need to link your upgraded PACER account with your existing CM/ECF account. See below for instructions on how to link accounts. Until you link accounts, you will not be able to e-file.

The Court will notify you once we are live, so you can then link your accounts.

- On the PACER website, upgrade your PACER account if you have an individual PACER Account that has not been upgraded. Alternatively, create an individual PACER account if do not already have one.

Step 1 Go to the court's website at www.dcb.uscourts.gov, under the "ECF & PACER" link, click on "ECF/PACER Login" or click here: <https://ecf.dcb.uscourts.gov/cgi-bin/login.pl>.

Step 2 Click on the District of Columbia Document Filing System link.

[United States Bankruptcy Court for the District of Columbia - Document Filing System](#)

Step 3 This will redirect you to the PACER login screen.

Enter your new/upgraded PACER login and password.

PACER LOGIN

Your browser must be set to accept cookies in order to log in to this site. If your browser is set to accept cookies and you are experiencing problems with the login, delete the stored cookie file in your browser and reopen your browser before trying again.

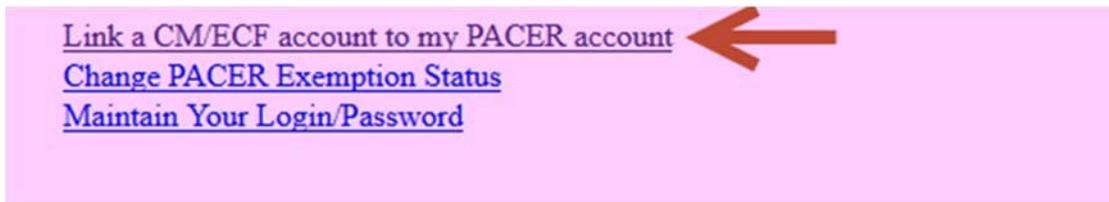
Login	
Username *	<input type="text"/>
Password *	<input type="password"/>
Client Code	<input type="text"/>

Step 4 Click **Utilities** on top menu bar



Step 5 Click **NextGen Menu Items**.

Step 6 Select **Link a CM/ECF account to my PACER account**



Step 7 Enter your Current CM/ECF Login and Password and click SUBMIT

Link a CM/ECF account to my PACER account

This utility links your PACER account with your e-filer account in this court.

If you use CM/ECF for PACER only, no action is necessary.

If you had a CM/ECF e-filing account in this court before the court converted to NextGen CM/ECF, e to link the accounts (or go back if the names don't match).

CM/ECF login:

CM/ECF password:

Submit

Clear

[Forgot login/password](#)

[More about Upgraded PACER account](#)

Step 8 You will be prompted to link the accounts, then click **SUBMIT**. Upon submission, your current CM/ECF account will be linked to your PACER account.



Link a CM/ECF account to my PACER account

Do you want to link these accounts?

CM/ECF Atty Alex
PACER Alex Attorney

After you submit this screen, your old e-filing credentials for the CM

Step 9 The final screen will confirm the link between your current CM/ECF account and your PACER account.

Step 10 Once your accounts are linked, if you click on any item on the upper menu bar, all menu items you currently see in CM/ECF will become available such as Bankruptcy, Adversary, etc.

NOTE: You will receive an email notification after the linking has been completed. See sample below:

This email is notification that the change you requested to your NextGen CM/ECF account has been processed. The status is listed below.

```
Account Number: 111111
Court: NEW JERSEY BANKRUPTCY COURT
Date/Time Submitted: 11/01/2015 10:40:36 CST Transaction
ID: 10005
Request: Link
Transaction Status: Processed
Comment: Your PACER account has been linked to your CM/ECF account
```