

Bardes v. Massachusetts Mutual Life Insurance Company  
Civil Action No. 1:11CV340

Attachment to Memorandum Opinion & Order  
of May 10, 2011

Case Management  
**CM / ECF**  
 Electronic Case Files

**United States District Court**  
 Middle District of North Carolina

CM/ECF Website

ECF Live Database

FAQs

ECF Train Database

Tutorials

Training

Equipment

ECF Registration

U.S. Courts CM/ECF

CM/ECF Homepage

NCMD Website

*Clerk's Office At Your Desk*

### References

- [CM/ECF Version 4.0 Update](#) ~ December 1, 2009
- [Civil Case Opening Manual](#) ~ June 16, 2006
  - [Appendix A ~ Cause of Action](#)
  - [Appendix B ~ Party Name Standards](#)
- [Standing Order 34](#) ~ January 26, 2005
- [Administrative Policies and Procedural Manual](#) ~ February 23, 2011
  - [Adobe Format](#)
- [User Manual](#) ~ February 23, 2011
  - [Adobe Format](#)
- [Free Look From Notice of Electronic Filing](#)
- [Scanning Tips](#)
- [Information for Filing Large Documents](#) **NEW**
- [Top Ten List of Common Errors Made by E-Filers](#)

February 24, 2011

### Features

- 24-Hour access to case file documents over the Internet
- Ability to file pleadings electronically with the court
- Automatic e-mail notice of case activity
- Concurrent access to case files by multiple parties
- Savings in time and expenditures for attorneys
- Expanded search and reporting capabilities
- Easy to use -- based on Standard Internet browser
- No waiting in line or unavailable files at the courthouse

### Benefits

- Replaces aging electronic docketing and case management systems in all federal courts by 2005
- Is being used enthusiastically by attorneys in pilot courts nationwide
- Access to files concurrently with chambers, court staff, other attorneys, and the public
- Speeds delivery and allows easier tracking of case activity
- Reduces physical storage space needs and document processing times
- Reduction in time and money spent on messenger fees or travel to the courthouse to file documents
- Ability to carry entire case files in a laptop
- Low start-up costs -- uses Internet standard software and established "PDF" format
- Easy to learn
- Secure and reliable
- Court dockets are immediately updated and available