



CM/ECF TRAINING FOR ATTORNEYS

You are invited to attend CM/ECF Training for Attorneys. In the “Hands-On CM/ECF Training for Attorneys” class, qualified court trainers will teach you how to ~

- ❖ convert documents to pdf format
- ❖ retrieve data from CM/ECF
- ❖ file cases through CM/ECF
- ❖ electronically file pleadings in CM/ECF

We are offering one class per day as noted on the schedule below. Each “Hands-On CM/ECF Training for Attorneys” class will be held in the U.S. Courts Training Center (room 12105, Richard B. Russell Building and Courthouse). These classes are 2 and ½ hours in length.

Wednesday, November 3, 2004 1:30 p.m. - 4:00 p.m.

Wednesday, November 10, 2004 9:00 a.m. - 11:30 a.m.

Wednesday, December 15, 2004 1:30 p.m. - 4:00 p.m.

Registration is required for the “Hands-on CM/ECF Training for Attorneys” class and is limited to 10 participants per class. To register your attendance, contact Dan Newsome (404-215-1099) as soon as possible. He will need to know the date and time of your class preference and the name(s) of the participant(s) representing your practice.

***We encourage you to attend the CM/ECF Training for Attorneys workshop.
This is your opportunity to learn more about CM/ECF and how the
system can benefit you, your clients and the court.***