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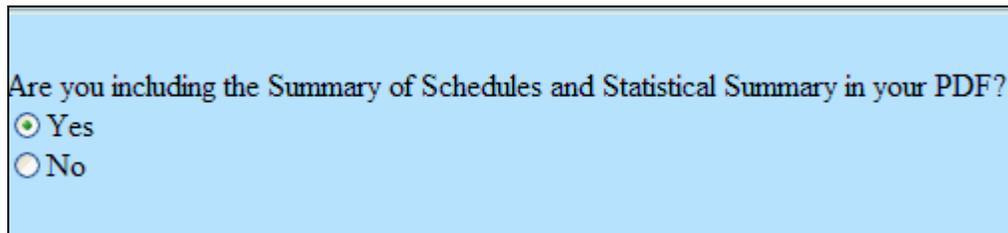
If you have any questions or need further assistance docketing events, contact the ECF Help Desk at (800) 442-6850. Filing resources, including Federal and Local Rules, the ECF User Manual and online help can be found on the Court's website: <http://www.txnb.uscourts.gov/>. The effective date is Monday, August 27, 2012, the Go Live date.

ECF Changes & Updates

This section includes information regarding updates and changes to ECF events, menus, and the way the system processes information.

Schedules D, E or F

The Schedules event has been modified [Bankruptcy > Schedules/Statements/New Case Deficiencies > Schedules]. Upon docketing Schedules D, E or F, the event permits the filer to (1) indicate if the entry includes a Summary of Schedules and (2) update any associated statistical information (see Figures 1 through 4).

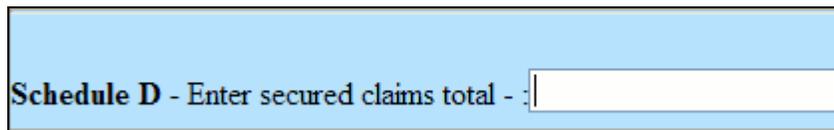


Are you including the Summary of Schedules and Statistical Summary in your PDF?

Yes

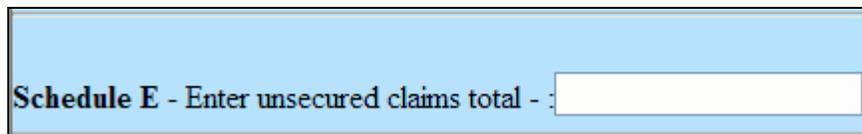
No

Figure 1



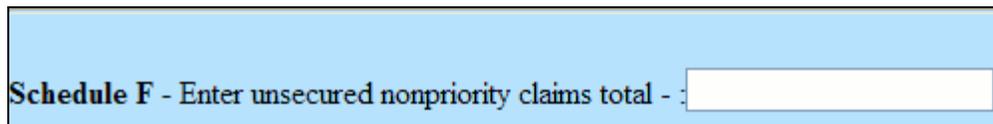
Schedule D - Enter secured claims total - :

Figure 2



Schedule E - Enter unsecured claims total - :

Figure 3



Schedule F - Enter unsecured nonpriority claims total - :

Figure 4

Order Reopening Chapter 7 Case for Failure to File Financial Management Certificate

When an Order Reopening a Chapter 7 Case for the purpose of filing the financial management certificate is docketed, the docket entry displays information related to filing the certificate (see Figure 5).

07/25/2012	17 Order granting motion to reopen case. ORDERED that the Debtor shall have seven (7) days after the entry of this Order within which to file the Certificate of Completion of Financial Management. (related document # 16). Entered on 7/25/2012. (Jones, Anya)
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Figure 5

Tips & Tricks

Proposed Order Upload

When uploading a proposed order in a bankruptcy case [Bankruptcy > Proposed Order > Upload Proposed Order] or an adversary proceeding [Adversary > Proposed Order > Upload Proposed Order], the options available should contain a link to Proposed Orders (see Figure 6).

Bankruptcy Events	Adversary Events
File New Bankruptcy Case	File New Adversary Case
File New Involuntary Case	File New Miscellaneous Proceeding Case
Response/Objection/Reply to Response	Answer to Complaint
Schedules/Statements/New Case Deficiencies	Response/Objection/Amended Answer to Complaint
Appeal	Appeals
Batch Filings	Other Complaint Actions
Claim Actions	Court Events
Court Events	Miscellaneous
Creditor Filings	Motions
Miscellaneous	Notices
Motions/Applications	Orders/Opinions...
Multi-Case Docketing	Proposed Orders
Notices	
Orders/Opinions	
Proposed Orders	
Plan	
Case Upload	

Figure 6

After clicking on Proposed Orders, on the next screen, filers must click on Upload Proposed Order to proceed (see Figure 7).

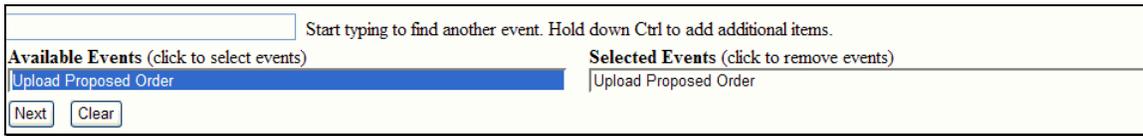


Figure 7

If you are uploading a proposed order in a bankruptcy case or adversary proceeding and the available events screen is blank, you may need to modify the zoom on your web browser. To ensure the zoom is set to 100% (see Figure 8):

- At the top of the web browser, click on **Page** within the toolbar
- Select **Zoom**
- Select **100%**
- Refresh the page

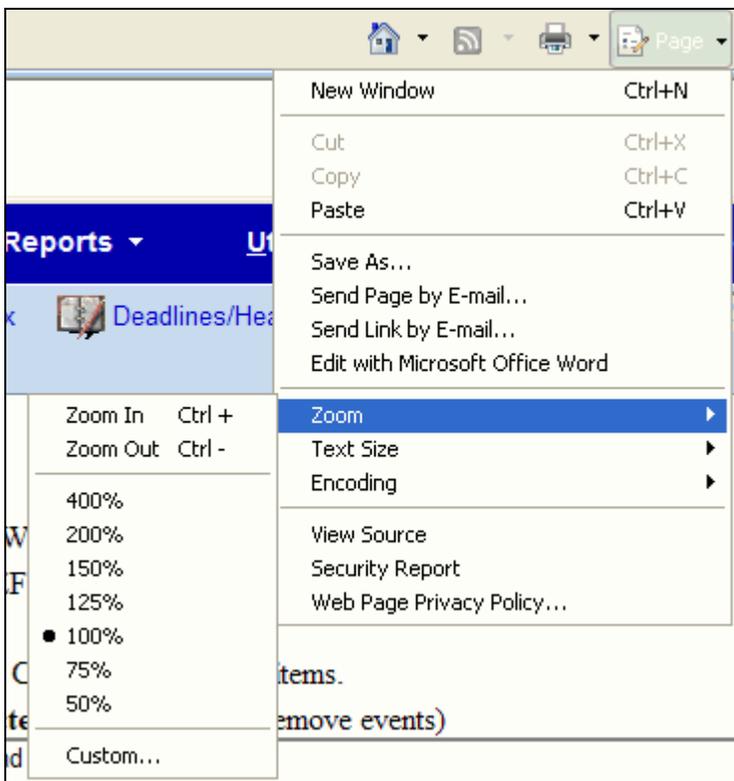


Figure 8

If you are still unable to view the Proposed Orders category, you may need to clear the cache. To clear the cache (see Figure 9):

- At the top of the web browser, click on **Tools** within the toolbar
- Select **Internet Options**
- Clear the cache by deleting the Browsing history

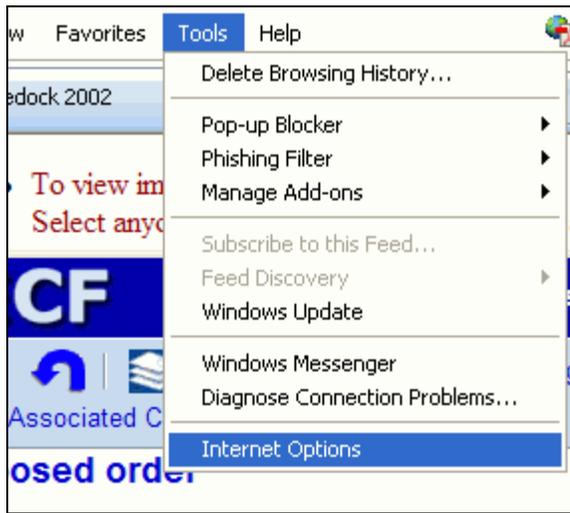


Figure 9