



SPECIAL 2ND EDITION Bankruptcy Bits & Pieces

<https://www.ilcb.uscourts.gov/>

Oct. 2021 Second Edition

Bankruptcy Bits & Pieces is published by the U.S. Bankruptcy Court for the Central District of Illinois as an information service for the practitioners of our Court. Suggestions and comments are always welcome. Please email us at: attorney_newsletter@ilcb.uscourts.gov

Clerk's Office Mission:

We take pride, as the keeper of the official court record, in providing exceptional service, accurate and timely case processing, procedural information and access to records.

Coming Monday, October 25th

Next Generation (NextGen) CM/ECF

PLEASE TAKE NOTICE: The U.S. Bankruptcy Court for the Central District of Illinois will upgrade its CM/ECF software to the Next Generation (NextGen) of CM/ECF on **October 25, 2021**. ILCB wants to help you get ready for a smooth transition to the Central Sign-On process where one login and password gains access to all NextGen courts (appellate, bankruptcy, and district). Are you ready? A Calendar Countdown is included on page 6 to guide you.

What you need to know:

<https://www.ilcb.uscourts.gov/next-generation-cmecf-nextgen>

What you need to do:

Complete the following BEFORE October 21, 2021 at 4:00 p.m. CDT:

- OBTAIN your own PACER account**
- UPGRADE your existing PACER account**
- NOTE your current CM/ECF login and password**
- CONSIDER a PACER Administrative Account (PAA) for your firm.**

PACER/NextGen information available at: <https://www.pacer.gov/nextgen>

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NOTICE REGARDING INACCESSIBILITY OF CM/ECF DURING NEXTGEN UPGRADE

OCTOBER 21-25, 2021

Due to the inaccessibility of this Court's electronic filing system (CM/ECF) beginning at **4:00 p.m. CDT** on **Thursday, October 21, 2021** through **9:00 a.m. CDT** on **Monday, October 25, 2021**, below is a list of important items that must be considered:

- **Computing Time** – During the stated window of time, the Clerk's Office and the Court's electronic filing system are considered inaccessible for the purposes of computing time as to all filers. See Fed. R. Bankr. P. 9006(a)(3).
- **Attorney Emergency Filings** - Attorneys who have emergency filings requesting judicial action during this time may submit them by email to: EmergencyFiling@ilcb.uscourts.gov. All emergency filings must include an email address and contact phone number. A motion requesting an emergency hearing be scheduled on Friday, October 22, 2021, will be denied.
- **Self-Represented Parties** – The Electronic Document Submission System (EDSS) is a service which may be used by self-represented parties needing to file documents with the Court as an alternative to bringing documents to the courthouse. To access this system, please visit our website <https://www.ilcb.uscourts.gov/> under Filing Without an Attorney tab.
- **Clerk's Office** – For assistance, the Clerk's Office will remain accessible through telephone, mail, and public access drop boxes located in the lobbies of each courthouse. The Clerk's Office can be reached at 217-492-4551 (Springfield), 309-671-7035 (Peoria), and 217-974-7330 (Urbana).

For additional information or to view this Court's Administrative Order RE: Inaccessibility of Case Management and Electronic Filing System, go to the Local Rules, Procedures & Standing Orders page on our website or [click here](#).

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CM/ECF Login/Password

Once the Court is live on NextGen CM/ECF on **October 25, 2021**, you will not be able to e-file until after you link your PACER account to your existing CM/ECF account. If you do not know your CM/ECF login and password, now is the time to recover them as we anticipate increased demand for customer assistance on and after **October 25, 2021**. **If your CM/ECF login information is stored in your internet browser, it will be lost and not recoverable after conversion to NextGen.**

- [Instructions for retrieving stored passwords in browsers](#)
- Lost password: [Click here to reset](#)
- Lost login and password: Email the Clerk's Office at helpdesk_ilcb@ilcb.uscourts.gov

Benefits of NextGen Central Sign On

One account to search for case information and file electronically in courts using NextGen CM/ECF that have granted you e-filing privileges.

- All users who file electronically must have an individual PACER account. This account will remain with you even if you move to another organization.
- Apply for attorney admissions or register to file electronically from one central location.

Centrally manage your account and payment information.

- Create your own username and password.
- Enhanced security, including a password strength meter that helps you create stronger, more secure passwords.
- Ability to store your credit card information for attorney admissions and/or e-filing payments.
- Update address and primary email information for PACER and at any NextGen CM/ECF court that has granted you filing privileges.

Maintaining your NextGen CM/ECF and PACER Accounts

After the Court goes live on NextGen on **October 25, 2021**, all account information, other than secondary email addresses, is held in your PACER account. It is the e-filer's responsibility to keep account information up to date.

If updates to your personal information such as address, password, email notification preferences, etc. are needed after the court goes live on NextGen, log into PACER [Manage My Account](#) to make updates. After making any updates, remember to select the court(s) where the updates should be sent, which are then forwarded to the court(s) for processing.

If updates to your secondary email addresses are needed after the transition to NextGen, log into NextGen CM/ECF and go to *Utilities > Maintain Your ECF Account* and click *Email information...* To add multiple secondary email addresses, hit the enter key after each address. After making any updates, click *Return to Account screen* and click *Submit*.

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What to Expect with NextGen

Changes to Judge/Trustee Assignment

The Judge/Trustee Assignment program automatically assigns a Judge, Trustee, and 341 meeting to a case. The program is located under the Bankruptcy menu. After **October 25, 2021**, you will notice some changes to the program.

When the Judge/Trustee Assignment program generates the assignment after filing a new case, you will receive the notification of the Judge and Trustee assignment, as well as the date/time/location of the 341 meeting. However, you will also receive the following message:

"Failed to docket because quality control check for case did not pass."

This message is normal and does not indicate an error in filing. Once the assignment is generated, staff will review the case for quality control and docket the 341 Meeting entry and forms. This is different from our current system in which the 341 information is automatically docketed when the assignment is generated. You will receive an electronic notice when the 341 Meeting has been docketed.

There are several other messages you may receive when running Judge/Trustee Assignment. They are:

No trustee assignment for cases outside district

There are no 341 meetings which can handle case.

There are no trustees available for cases in office, chapter, zip code.

These messages indicate that a Trustee and 341 Meeting cannot be automatically assigned. The Clerk's Office will manually assign these cases, and you will receive an electronic notice when the 341 Meeting has been docketed.

If you receive a different message under the "Reasons Skipped" column, please contact the Clerk's Office: (217-492-4551 (Springfield), 309-671-7035 (Peoria), and 217-974-7330 (Urbana)).

Case	Judge	Trustee	341 Meeting	Confirmation Hearing	Docket Date	Reasons Skipped
21-70198 Out of District Sample						No trustee assignment for cases outside district. There are no 341 meetings which can handle case. There are no trustees available for cases in office Springfield, chapter 7, ZIP Code 88888.
21-70201 Springfield Sample						There are no trustees available for cases in office Springfield, chapter 13, ZIP Code 62704. There are no 341 meetings which can handle case.
21-80053 Peoria Galesburg jt Sample	Perkins, Thomas L.	Combs-Skinner, Marsha L.	11/05/2021 at 9:00 AM Telephonic 341 Combs-Skinner PEO			Failed to docket because quality control check for case did not pass.

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WATCH YOUR EMAIL!
**Information about linking your PACER/CMECF
Accounts will be provided on
October 25, 2021.**

To view past newsletters, click [here](#).

The Clerk's Office will be closed for the following holidays:

Thursday, November 11—Veteran's Day

Thursday, November 25—Thanksgiving**

Friday, December 24—Christmas Holiday**

Friday, December 31—New Year's Holiday**

****Please check our [website](https://www.ilcb.uscourts.gov) (https://www.ilcb.uscourts.gov) for updated information****

Office Locations

Springfield

2nd Floor Room 226
600 E. Monroe Street
Springfield, IL 62701
(217) 492-4551

Office Hours: 8 a.m.-5 p.m.

Peoria

2nd Floor Room 216
100 N.E. Monroe Street
Peoria, IL 61602
(309) 671-7035

Office Hours: 8 a.m.-5 p.m.

Urbana

2nd Floor Room 203
201 S. Vine Street
Urbana, IL 61802
(217) 974-7330

Office Hours 8 a.m.-5 p.m.

ILCB COUNTDOWN TO NextGen

Prior to
Thursday,
Oct 21, 2021

- **OBTAIN** your own Pacer account.
- **UPGRADE** your existing Pacer account.
- **NOTE** your current CM/ECF login and password.
- **CONSIDER** obtaining a Pacer Administrative Account (PAA) for your firm.

Thursday,
Oct 21, 2021
4:00 p.m. CDT

- Installation of NextGen software begins.
- CM/ECF filing unavailable.
- Pay.gov unavailable.
- Refer to Administrative Order for Emergency Filings during this time.

Fri, Oct 22
To
Mon, Oct 25,
2021

- CM/ECF unavailable. Refer to Administrative Order for Emergency Filings.
- Pay.gov unavailable.

Monday,
Oct 25, 2021
9:00 a.m. CDT

- NextGen installation is complete.
- **LINK** your CM/ECF login info with your Pacer account.
- CM/ECF filing resumes.
- Payments through pay.gov resume.

Failure to prepare will impede access to the NextGen system and electronic filing.