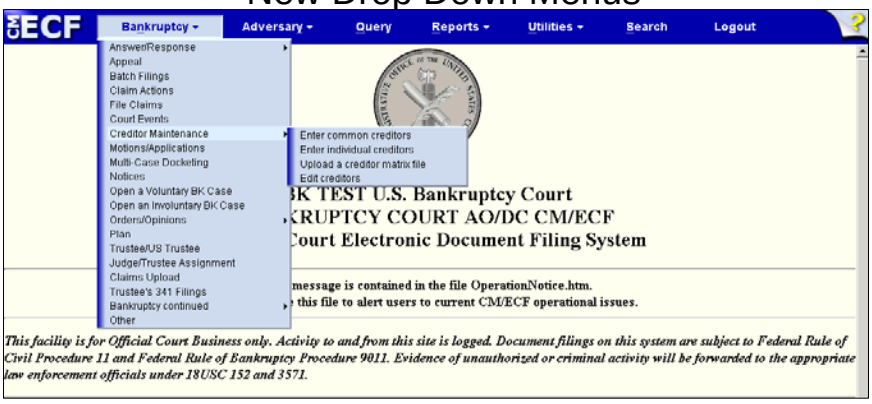
CM/ECF Release 3.2

New Menu And Search Features

New Drop Down Menus

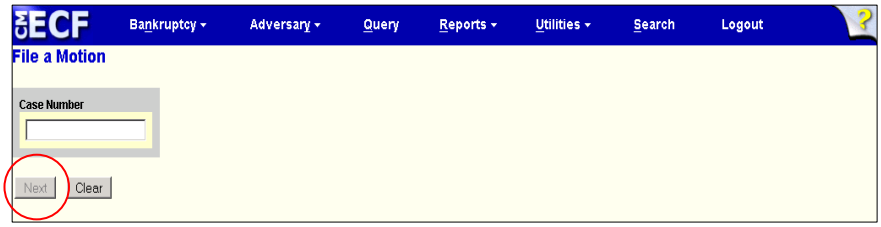


- A drop down menu appears when the mouse hovers over main menu items that have a downward facing arrow.
- Arrows pointing to the right indicate that a submenu exists.
- When you find the item you want, click the mouse to go to the first screen of that event or report.
- You can navigate without your mouse by using the 'Alt' key and the underlined letters in each menu item.

Old Menu System Remains An Option

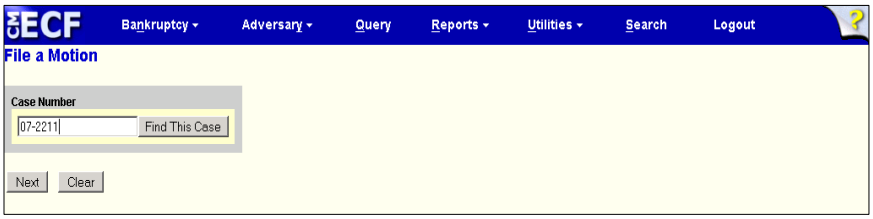
To use the old menu system, click on a main menu item.

Case Number Lookup



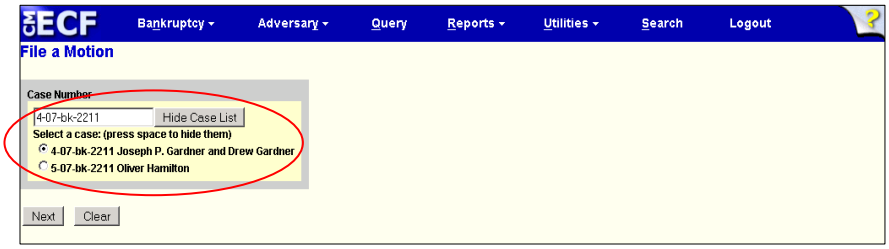
The ‘Next’ button is inactive until you enter a case number.

Case Number Lookup



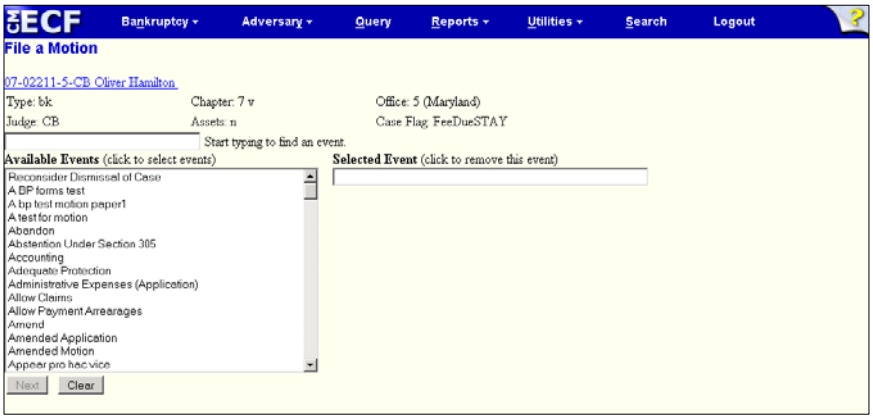
- As soon as you enter a case number, the ‘Next’ button is activated.
- After clicking ‘Next’, the program looks up the case number.

Case Number Lookup



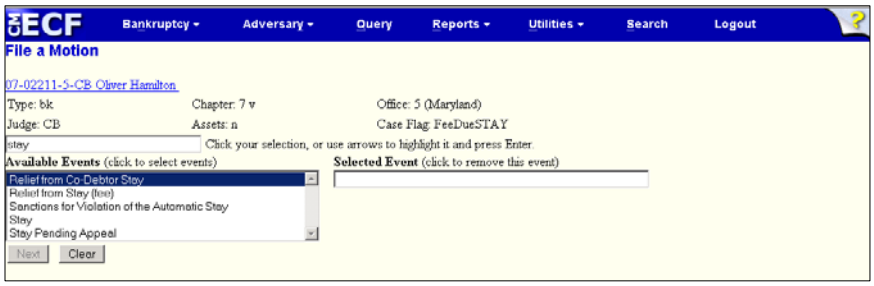
- If the number is correctly formatted and is unambiguous, the program takes you to the next screen.
- If the number is incorrectly formatted or is ambiguous, the program displays the problem on this screen.

Event Search



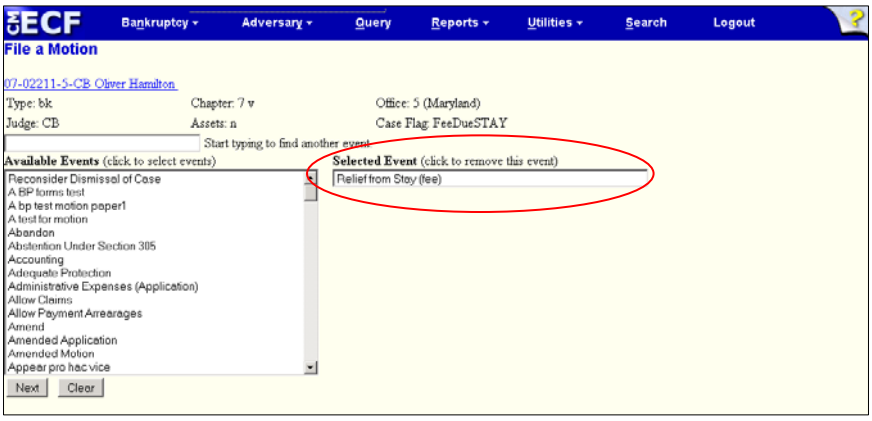
The ‘Next’ button is inactive until you select an event.

Event Search



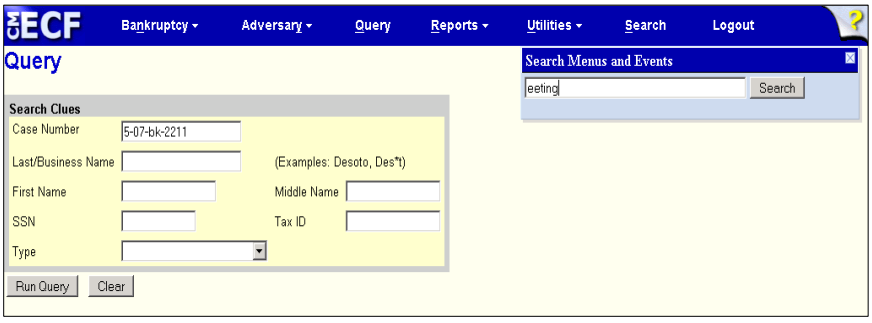
- As you type a key word, the program reduces the list of available events to those events that match your search criteria.
- You may search by a word fragment.
- The key word may be anywhere in the event name.
- The search is not case sensitive.

Event Search



- Clicking on the event you want moves the event over to the Selected Event box.

Menu and Event Search

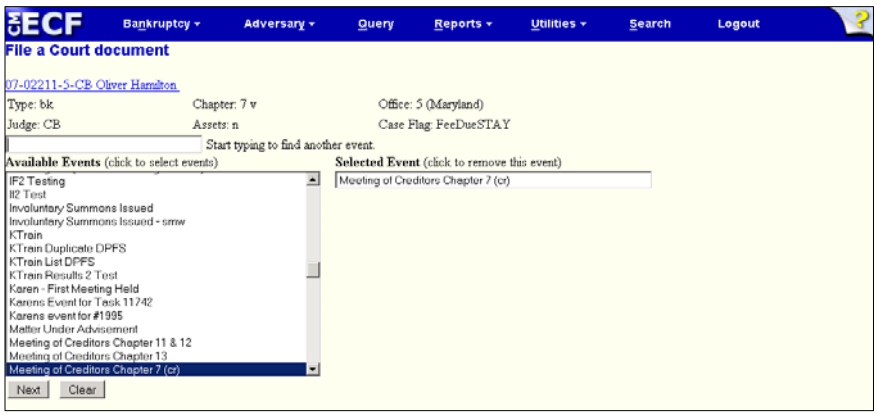


- You may search for word fragments, such as ‘eeting’ instead of ‘meeting’.
- Available to inside and outside filers. It is not available to PACER users.

Menu and Event Search

- The word fragment that you searched for will be highlighted.
- The word may appear anywhere in the name of a menu item or event.
- The program will only display menu items and events that you have permission to run.
- Each item is a link that takes you directly to the menu item or event.
- The search is not case sensitive.

Menu and Event Search



When you select an event from the search results screen, the event you selected is automatically placed in the selected event box. You do not have to search for it again.