Link your Upgraded PACER Account to your OKND CM/ECF Account

You have an individual upgraded PACER Account and you would like to file in NextGen CM/ECF.

This one-time procedure cannot be completed until August 12, 2019 or after.

- 1. Click the E-Filing (CM/ECF) link on the Court's website: <u>www.oknd.uscourts.gov</u>, and then click the U.S. District Court for the Northern District of Oklahoma Document Filing System link.
- Log on with your individual upgraded PACER username and password. DO NOT log on using a shared agency/firm PACER account.

| Isemane * | | | | |
|-------------|----------------------------|------------------------|---------------------------|---------------|
| "sessiont " | | | | |
| Best Code | | | | |
| | Login | Clear | Cancel | |
| | Head an Account? 10 | segul Your Papaword | 21 Europi User Nerrer? | |
| | adaptional assessments and | main take for official | ACTW stars and a Uncather | et ertra heat |

3. Click Utilities, and then click the Link a CM/ECF account to my PACER account link.

| CM | ECF Query Reports - Utilities Help Log Out |
|--------------|--|
| Utilities | - US |
| Court Inform | Num Account |
| | Change Client Code Review Billing Hietery |
| | Link a CMECF account to my PACER account |
| | 6 |

4. Enter your current OKND CM/ECF login and password. Click Submit.

| This sality lakes your PACER account with your e-filer account in this court |
|--|
| If you use CM/ECF for PACER only, no action is necessary. |
| If you had a CMECF e-fing account in this court before the court converted to NextGen CMECF, enter your old CMECF login and parenvord below and press Solumit. You will be prompted to confirm that you want to lack your PACER account to your old CMECF e-fing account. Press Solumit to lack the accounts (or go back if the names dont match) |
| Child BCF login |
| CMSCF parrent |
| Submit Detr |

 Verify that the CM/ECF account and PACER account listed are accurate. If so, click Submit. Note: Your <u>individual PACER account</u> should be listed. DO NOT link a shared agency/firm PACER account to your CM/ECF account.

| Link a C | WECF account to my PACER account |
|-------------|--|
| Do you wa | at to link these accounts? |
| CMECF | John Attorney |
| PACER | John Attorney |
| After you s | obmit this screen, your old e-filing credentials for the CM/ECF account will be permanently linked to your upgraded PACER account. Use your upgraded PACER account to e-file in this |
| court. | |
| Submi | Cear |

6. You have successfully linked your account. Refresh your browser (Windows: CTRL+F5; Mac: Command+R or Apple+R). The Civil and Criminal filing options should now appear with the other menu options. If they do not appear, clear/refresh your browser's cache. The account is now ready for filing.

CMMFCF Civil - Criminal - Query Reports - Utilities - Search Help Log Out

You will now use only your PACER username and password to log on and access both PACER and CM/ECF for this Court.