

**Administrative Office of the U.S. Courts
Office of Court Administration
Technology Division**

CM/ECF

Release Notes

**District Release 4.2
*64-bit Only***

August 2, 2010

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Update

8/2/10: Modified the **do_schedule** definitions for the two sample digital audio events in Section 2.3.3; added a Var to collect the name of the hearing judge.

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1 Introduction

Release 4.2 of the District CM/ECF application contains the following new features and modifications:

- Digital Audio Files
- Electronic Public Access Fee Schedule Revisions
- PACER Cookie Authentication Modifications
- Inaccurate Billing Receipt for PDF Version of Docket Report ([MR 2656](#))
- Issue Sending Transactions to the PACER Service Center ([MR 2660](#))

This document is intended for courts that are using the District CM/ECF Release 4.1.1 software and are upgrading to Release 4.2¹. This release is for Linux Release 5 64-bit only.

Configuration Information

Many components of Release 4.2 require no special configuration and are in place as soon as the software is installed. Other components require changes to the Release 4.1.1 database schema (for example: new tables or new fields added to existing tables) and the addition or modification of entries in new and existing tables. Many of these changes are accomplished automatically with database upgrade scripts that are run at installation. Other changes must be made locally by each court.

New Menu Items

At installation, a link to a submenu called Release 4.2 Menu Items is added to the Utilities menu. This temporary menu is created so that your court's existing menus are not modified by the upgrade to Release 4.2. You can use the program on this submenu to learn about, configure, and test this new function. As the function is implemented, you will need to create a new menu item on the permanent CM/ECF menu. At installation, only the Administrator group has access to the Release 4.2 Menu Items submenu.

Internet Browsers

Release 4.2 was tested and works correctly with Firefox 3.5.x, and Internet Explorer 7 and 8.

¹ Courts upgrading to Release 4.2 from a version earlier than Release 4.1.1 will need to install all releases through Release 4.1.1 and review the release notes for each release. The release notes describe the functional changes and configuration requirements for each release.

2 Digital Audio Files

At their March 2007 meeting, the Judicial Conference adopted a recommendation of the Committee on Court & Case Management to endorse a pilot project in selected districts to allow digital audio recordings to be accessible through CM/ECF and to make them available to the public through the PACER. The District courts that participated in the pilot project were Nebraska and Pennsylvania Eastern.

After more than two years in pilot, the Judicial Conference approved the expansion of the pilot digital audio functionality into the national CM/ECF application. This approval included an official billing rate of \$2.40 per audio file download. Transaction receipts for audio files will include the word **AUDIO**. (See Section 3 for information about the fee revision.)

2.1 Uploading Digital Audio Files

The following file formats can be used for digital audio files that are to be uploaded in CM/ECF:

- mp3
- wav
- mp2

There are two ways that audio files can be added to CM/ECF:

1. Direct upload via docketing.
2. Automatic docketing of an audio file based on output from an external audio file management application called CourtSpeak, which was developed by North Carolina Eastern Bankruptcy Court.

This document will focus mainly on the docketing option. For more information about using CourtSpeak, contact Georgia Blankenship with the Public Access and Records Management Division.

2.1.1 Uploading Digital Audio Files via Docketing

The new **mp3** DPF is used for uploading audio files during docketing. For events that contain the **mp3** DPF, the user will be presented with a screen to upload the audio file, similar to the way PDF documents are uploaded via the **doc** DPF.

The **mp3** DPF cannot be used in an event that used the **doc** DPF. Additionally, an event that includes the **mp3** DPF cannot be used in multi-case docketing.

Figure 2.1.1.A. mp3 DPF Screen

MP3
[T:09-cv-08002OAO Jones v. Walters](#)
 Date document filed (mandatory)
 4/26/2010
 Select the **mp3** or **wav** file (for example: C:\myfile.mp3).
Filename

After adding an audio file, the system creates a one-page PDF document, with the audio file embedded in the PDF. This single page PDF is created from a hard-coded template, as follows:

Figure 2.1.1.B. Automatically Created PDF Document with Embedded Link to Audio File

**U.S. District Court
Administrative Office of the US Courts (tded)**

PDF FILE WITH AUDIO FILE ATTACHMENT

3:10-cv-00099
Charlie v. Charlie
RE: Doc #1 ; Complaint

Office :	3 Victoria
Case Type :	cv
Case Number :	3:10-cv-00099
Case Title :	Charlie v. Charlie
Session Date/Time :	04/22/2010 10:00AM
Audio File Name :	2.mp3
Audio File Size :	4.6 MB
Audio Run Time :	14:23

Help Using This File :

An audio file is embedded as an attachment in this PDF document. To listen to the file, click the Attachments tab or the Paper Clip icon. Select the Audio File and click Open.

MPEG Layer-3 audio coding technology from Fraunhofer IIS and Thomson.

This digital recording is a copy of a court proceeding and is provided as a convenience to the public. In accordance with 28 U.S.C. § 753 (b) "[n]o transcripts of the proceedings of the court shall be considered official except those made from the records certified by the reporter or other individual designated to produce the record."

The Attachments tab and Paper Clip icon mentioned in the template are features of Adobe Acrobat Reader. The figure above shows the PDF document itself.

The variable elements in the template are supplied via the database, and via selections the user makes during docketing. The variable elements on the template are detailed in the following table.

Item	How the Information is Supplied to the Template
Case number, office, case type, case title	Extracted from the database, based on the case selected during docketing.
Court name and title	Extracted from existing site table entries.
Related docket text with summary information from the related filing	Included if the rel DPF is used <u>prior to the mp3 DPF</u> in the event definition.
Optional related docket text	If the rel DPF is not used, optional related docket text can be included by placing the following Var DPF definition <u>prior to the mp3 DPF</u> in the event definition: <pre>Var('SessionDateTime', 'Please enter the date and time for this recording as MM/DD/YYYY HH:MM', 'prompt');</pre> Note: The phrase "Time Unavailable" will appear on the template if left blank.

Audio file name and size	From the original audio file uploaded, or, if the uploaded file was of type .wav, or .mp2, then the size is based on the converted .mp3 version. The {mp3size} variable can be placed in the docket text definition for the event, so that the size will appear in the docket text.
Audio file run time	Supplied by the user via the following Var DPF, which should be placed in the mp3 event definition <u>prior to the mp3 DPF</u> : <pre>Var('RunTime','Please enter the duration of the recording in HH:MM:SS','prompt');</pre>

On the docket sheet, an image of a speaker will appear for events that include audio files. The speaker icon is non-functional. To access the audio file, the user must click on the document number hyperlink to access the PDF document that contains the embedded audio file, then click either the Attachments tab or the Paper Clip within Adobe Reader.

2.2 Digital Audio Files Access Report

The Digital Audio Files Access Report reads log files to report the number of accesses to audio files within a date range. On the outside server, it tallies free and paid accesses by PACER users; when run on the inside server, it reports accesses by court users.

An entry is created in **/var/log/ecf/Audio.CourtId.log** when an audio file is viewed. This log entry stores verification that an audio file was successfully opened. Separate logs are created on both the inside and outside servers read by the report.

The default begin date is the date of the earliest available log entry. By default, the active log file contains only the current week's data (older files are accessible only after unbundling and uncompressing). You can make adjustments to the automatic rotation of log files so that the current active log will cover a much longer time period.

Figure 2.2.A. Digital Audio Files Access Report Selection Screen

Figure 2.2.B. Digital Audio Files Access Report – Summary Mode – Sample Output

Figure 2.2.C. Digital Audio Files Access Report – Detail Mode – Outside Server – Sample Output

Digital Audio Files Access Report					
District of New Jersey (AO-DC)					
Accesses by Public Users 7/16/2009 - 7/16/2009					
Date	User	Client code	Case number	Document	Total pages
Thu Jul 16 13:02:13 2009	dh1172		08-00232-TOM	Image 55-0	1
Thu Jul 16 14:43:17 2009	lp0048	46198	09-01179-TOM7	Image 112-0	1
Thu Jul 16 21:32:20 2009			09-03579-TOM13	Image 20-0	1
Thu Jul 16 21:32:21 2009			09-03540-TOM13	Image 29-0	1
Thu Jul 16 21:32:35 2009			08-06105-TOM13	Image 46-0	1
Thu Jul 16 21:32:54 2009			04-03223-TOM13	Image 78-0	1
Thu Jul 16 21:33:00 2009			06-03078-TOM13	Image 155-0	1

Paid accesses: 2
Free accesses: 5
Total accesses: 7

The PACER login ID of the user who accessed the file is included in the *User* column. If *User* is blank, it means the file was accessed via a free look.

Figure 2.2.D. Digital Audio Files Access Report – Detail Mode – Inside Server – Sample Output

Digital Audio Files Access Report					
District of New Jersey (AO-DC)					
Accesses by Court Users 7/12/2009 - 7/13/2009					
Date	User	Client code	Case number	Document	Total pages
Sun Jul 12 19:37:16 2009	9732		09-02513-TOM13	Image 20-0	1
Mon Jul 13 08:04:31 2009	4299		09-02467-TOM7	Image 16-0	1
Mon Jul 13 09:01:16 2009	5610		09-02511-TOM13	Image 44-0	1
Mon Jul 13 09:03:12 2009	1871		09-03468-TOM13	Image 23-0	1

The PRID of the CM/ECF user who accessed the file is included in the *User* column.

2.3 Configuration

2.3.1 New Menu Item

The new **Audio Log Report** menu item is added to the R4.2 Menu Items menu at installation, with access granted to the Administrator group.

Menu Name	Menu Display Name	Program Name	Menu Type	Internet Access?
Release 4.2 Menu Items	Audio Log Report	AudioLogRpt.pl	p	y

2.3.2 New DPF

The new **mp3** DPF is added at installation.

df_name	df_screen	df_module	df_repeat
mp3	0	mp3DPF	n

mp3	
Purpose	Used for uploading an audio file during docketing. The audio file is created as an “attachment” to a PDF document as part of the process that uploads the audio file.
Parameters	None.
Processing Effect	Prompts the user to upload an audio file. Once uploaded, the audio file is converted to mp3 (if needed) and attached to a template-generated PDF, which is then processed as the main document for the filing.
Database Effect	None.
Docket Text Effect	To include the size of the audio file in docket text, add the string {mp3size} to the <i>Docket Text</i> field in Edit Document Type Table .
Constraints	<ul style="list-style-type: none"> The mp3 DPF can only accept a single file, regardless of how many times it appears in an event. The doc DPF cannot be included in the same event as the mp3 DPF.

2.3.3 Sample Digital Audio Events

Following are two sample docket events. You can add these events to your document_type table when your court begins accepting digital audio files.

Civil Digital Audio File Event

do_type	utility
do_sub_type	mp3
do_select_text	Digital Audio File
do_doc_text	Digital Audio File ~FormatText('regarding {RelDocInfo(mottextsum,docnum)})~ held on ~FormatText('{Vdate}')~ before ~ FormatText('{Vjudge}.') ~ AUDIO FILE size({mp3size})
do_summary_text	Digital Audio File
do_list	utility
do_schedule	file;rel('{creator}','o','minutes','pendterm','dates','docnum'); EndScreen;Var('SessionDateTime','Please enter the date and time for this recording as MM/DD/YYYY HH:MM','prompt');Var('RunTime','Please enter the duration of the recording in HH:MM:SS','prompt');EndScreen;mp3();EndScreen;Var('Vdate','Enter Date Proceeding was Held','Prompt');Var('Vjudge','Hearing Judge ','Prompt')
do_ref_type	None

do_ref_sub_type	
do_fmid	
do_ref_category	
do_case_type	cv

Criminal Digital Audio File Event

do_type	utility-cr
do_sub_type	crmp3
do_select_text	Digital Audio File
do_doc_text	Digital Audio File ~FormatText('regarding {RelDocInfo(mottextsum,docnum)}')~ held on ~FormatText('{Vdate}')~ before ~ FormatText('{Vjudge}.')~AUDIO FILE size({mp3size})
do_summary_text	Digital Audio File
do_list	crutil
do_schedule	AutoAddDefendants;file;rel('{creator}','o','all','pendterm','dates','docnum'); EndScreen;Var('SessionDateTime','Please enter the date and time for this recording as MM/DD/YYYY HH:MM','prompt');Var('RunTime','Please enter the duration of the recording in HH:MM:SS','prompt');EndScreen;mp3();EndScreen;Var('Vdate','Enter Date Proceeding was Held','Prompt');Var('Vjudge','Hearing Judge ','Prompt')
do_ref_type	None
do_ref_sub_type	
do_fmid	
do_ref_category	
do_case_type	cr

2.3.4 Site Table

The following new **site** table entries are not added at installation.

Site Code	Description
AudioUploadFileDir	The directory on the server where the CourtSpeak application will place PDF and XML files for automatic docket processing. Only applicable if the court uses CourtSpeak. <i>Optional.</i>
	Sample Value
	<i>none</i>

3 Electronic Public Access Fee Schedule Revisions

Two modifications were made to PACER billing, as mandated by the Judicial Conference:

- Payment is now waived each quarter if the total charge is under \$10.
- The fee for accessing a digital audio file now is \$2.40.

The PACER login page was modified to include information about the fee for accessing audio files. Following is the new statement about the access fees:

An access fee of \$0.08 per page or \$2.40 per document with an audio attachment, as approved by the Judicial Conference of the United States, will be assessed for access to this service.

4 New PACER Cookie Authentication

Beginning with Release 4.2, the method of issuing cookies has been enhanced to provide greater security. Once all courts have upgraded to the current release, PACER users should not notice a difference in functionality as a result of these changes. During the period of time when the courts are upgrading to the current release, if a PACER user logs in to a court running older CM/ECF software, and then wants to access another court, if that other court is running current version of the software, then the PACER user will be prompted to log in again.

When a PACER user logs in and accesses a court’s ECF site, a PacerSession cookie will be issued. Revalidation of the cookie will occur after one hour; the automatic expiration of the cookie will occur after 12 hours.

As has always been the case, cookies are not shared between browsers. If a user accesses one site with one browser (for example, Firefox), and then accesses a different court site with another browser (for example, Internet Explorer), the user will have to log in again in the second browser.

4.1 Configuration

4.1.1 New Database Fields

The following new fields are added to the **cookie** table at installation.

Table Name: cookie		
Column Name	Field Type	Description
pacер_user_name	varchar(255)	The login ID of the PACER user.
pacер_client_code	varchar(255)	The client code information for the PACER user.
pacер_prefs	varchar(255)	The user’s PACER preferences.

5 Inaccurate Billing Receipt for PDF Version of Docket Report – (MR 2656)

In Release 4.1.1, the PDF version of the Docket Report displayed an incorrect cost of \$0.00 on the billing receipt. However, the correct billing cost was transmitted to the PACER Service Center, and also displayed on the Billing History Report. In Releases 3.2.3, 4.0.2, and 4.0.3, the receipt displayed a higher amount than was actually billed when the PDF Docket Report exceeded 30 pages, but the correct amount was transmitted to the PSC.

The billing receipt for the PDF Docket Report now displays the correct amount.

6 Issue Sending Transactions to the PACER Service Center – (MR 2660)

Records from the **pacerc_billing** table are sent in batches to the PACER Service Center (PSC) in an .xml file. If a billing record contained special characters, the records could not be sent to the PSC. This problem has been fixed in Release 4.2.

PUBLIC ACCESS CHANGES

All PACER Users

Electronic Public Access Fee Schedule Revisions

Two modifications were made to PACER billing, as mandated by the Judicial Conference of the United States:

- Payment is now waived each quarter if the total charge is under \$10.
- The fee for accessing a digital audio file now is \$2.40.