

UNITED STATES
JUDICIAL PANEL ON MULTIDISTRICT LITIGATION



CM/ECF ATTORNEY USER'S MANUAL

October 2010

United States Judicial Panel on Multidistrict Litigation CM/ECF Attorney User's Manual

Table of Contents

Section 1	Getting Started	4
	System Requirements.....	5
	CM/ECF Registration.....	6
	Working with PDF Files.....	7-8
	Checklist for E-Filing.....	9-10
	Introduction.....	11-16
	MDL Events Lists - Attorney.....	17
Section 2	Docketing Events (Motions to Transfer)	18
	Initial Motion to Transfer	19-27
	Subsequent Motion to Transfer (Second, Third, Amended, etc.)	28-35
	Motion to Transfer (Tag-Along Action)	36-44
	Multicircuit Petitions.....	-----
Section 3	Docketing Events (Motions and Related Filings)	45
	Responses.....	46-54
	Replies.....	55-63
	Other Motions.....	64-72

Section 4	Docketing Events (Notices and Other Filings)	73
	Notice of Appearance.....	74-81
	Corporate Disclosure Statement.....	82-91
	Notice of Related Action.....	92-98
	Notice of Potential Tag-Along.....	99-105
	Notice of Opposition to Conditional Transfer Order.....	106-114
	Letter and Letter (Supplemental Information).....	115-121
	Supplemental Information.....	122-128
	Withdrawals.....	129-136
	Service of Process.....	-----
Section 5	Queries and Reports	137
	Docket Sheets (MDL and Associated Cases).....	-----
	JPML Reports.....	-----
	Civil Reports.....	-----
	Firm/Attorney Reports.....	-----
Section 6	Utilities	138
	Maintaining Your Account Information.....	139-147

United States Judicial Panel on Multidistrict Litigation

CM/ECF Attorney User's Manual

Section 1 Getting Started

This section offers information needed to begin e-filing on the U.S. Judicial Panel on Multidistrict Litigation's (JPML) CM/ECF site.

- System Requirements
- CM/ECF Registration
- Working with PDF Files
- Checklist for E-Filings
- Introduction to the System
- MDL Events Lists - Attorney

System Requirements

You will need the following computer hardware, software, and accounts to file and/or view documents using the U.S. Judicial Panel on Multidistrict Litigation's (JPML) CM/ECF site:

- A JPML-issued CM/ECF login and password. ([Register here.](#))
- A valid e-mail address for receiving electronic notification of filings.
- A personal computer running a standard platform such as Windows or Macintosh.
- Internet service.
- A web browser like Firefox 3.5, Netscape Navigator 4.6 or 4.7, Netscape 7.X, or Internet Explorer 5.5 or higher. (Netscape 6.0 is not recommended.)
- [Adobe Acrobat Reader](#), which is available for free, is needed for viewing PDF documents.
- PACER account with PACER login and password for viewing documents. You may obtain a PACER account through the PACER Service Center's website at www.pacer.gov and complete the on-line form as instructed. You may also call the center toll free at 1-800-676-6856.
- A PDF-compatible word processor like Macintosh or Windows-based versions of WordPerfect or Word.
- Software to convert documents from a word processor format to portable document format (PDF). Adobe Acrobat PDF Writer is recommended. Acrobat Writer Version 3.X, 4.X and 5.0 adequately meet the CM/ECF [document requirements](#).
- A scanner may be necessary to create electronic images of documents that are not in your word processing system.

CM/ECF Registration

CM/ECF is the Federal Judiciary's *Case Management/Electronic Case Filing* system that allows trained and certified users to file motions to transfer pertaining to 28 U.S.C. § 1407 and other related documents and multi-circuit petitions under 28 U.S.C. § 2112(a)(3) directly from their computers. CM/ECF also allows users to run many fact-finding reports. Attorneys practicing before the Judicial Panel on Multidistrict Litigation are required to obtain and use an CM/ECF filing ID and password assigned by the Panel to participate in the CM/ECF system.

To register with the JPML's CM/ECF system, please follow the instructions below.

1. Attorneys: To obtain a CM/ECF filing ID, an attorney must:

- a. Be admitted to practice law before any federal court in the United States;
- b. Be paid and active regarding his or her federal license;
- c. Complete and submit the on-line [Attorney Registration Form](#)

If you do NOT receive a user id and password within two business days, please contact: JPML-CMECF-HelpDesk@jpml.uscourts.gov.

d. Complete JPML provided training on the CM/ECF System. For further information on training or to register for training, see the [CM/ECF Training and Tutorials](#) page of our website.

Exception: The JPML currently permits attorneys who are ECF certified in a bankruptcy or federal district court to obtain a CM/ECF filing ID and password for the JPML's CM/ECF system without additional training. Attorneys who are ECF certified in other federal courts must provide us with the name of the court where they are certified.

Note: Every member in good standing of the Bar of any district court of the United States is entitled without condition to practice before the U.S. Judicial Panel on Multidistrict Litigation.

Questions regarding registration should be directed to our CM/ECF Help Desk at 202-502-2822

PACER

Attorneys who wish to view documents or reports on the JPML's CM/ECF System must have a PACER account as well as a CM/ECF system filing ID. To establish a PACER account, go to www.pacer.psc.uscourts.gov.

Working with PDF Files

Setting Up the PDF Reader

All pleadings must be uploaded in PDF format. (Adobe Acrobat Reader can be downloaded for free from www.adobe.com.) When installing this product, please review and follow the provider's directions to utilize the PDF reader after installation.

Portable Document Format (PDF)

Only PDF (Portable Document Format) documents may be filed with the JPML using the JPML's Electronic Filing System. Before filing the document, users should preview the PDF formatted document to ensure that it appears in its entirety and in the proper format.

How to View a PDF File

- Start your PDF program.
- Go to the **File** menu and choose **Open**.
- Click on the location and file name of the document to be viewed.
- If the designated location is correct, and the file is in PDF format, your PDF program loads the file and displays it on the screen.
- If the displayed document is larger than the screen or consists of multiple pages, use the scroll bars to move through the document.
- Click on the **View** menu for other options for viewing the displayed document. Choose the option that is most appropriate for the document.

How to Convert Documents to PDF Format

You must convert all of your documents to PDF format before submitting them to the JPML's ECF system. The conversion process is relatively simple and can be accomplished in one of two ways depending on the word processing program you are using.

For WordPerfect: Version 6.1 and Higher (You must also have Adobe Acrobat Writer.)

- Open the document to be converted.
- Select **Print**. In the dialog box, open the drop down menu to view a list of printer choices to change the selected printer.
- Select your PDF Writer.
- **Print** the file. The file should not actually print out; instead the option to save the file as a PDF format file appears.
- Name the file, giving it the extension **.pdf** .
- Click **Save** and the file is converted to a PDF document.

Version 9 Use above method or:

- Open the document.
- Click on the **File** menu and select, **Publish to PDF**.
- Save the file as a PDF file, giving it a .pdf extension.
- The file is now in a PDF format under the newly designated name, and the original document remains in its original form under the original name.

For Microsoft Word 95 or later:

- Open the document.
- Click on the **File** menu and select **Create PDF**.
- Save the file as a PDF file, giving it a .pdf extension.
- The file is now in PDF format under the newly designated name, and the original document remains in its original form under the original name.

Other word processing programs: (You must have Adobe Acrobat Writer or equivalent)

- Open the document to be converted.
- Select the **Print** option. In the dialog box, open the drop down menu to view a list of printer choices to change the selected printer.
- Select **PDFWriter**.
- **Print** the file. The file should not actually print out; instead the option to save the file as a PDF format file appears.
- Name the file, giving it the extension **.pdf** .
- Accept the option and the file is converted to a PDF document.

Depending on the word processing program being used, it may be necessary to find the printer selection option elsewhere. At that point, change the printer to PDFWriter, and follow the directions above.

CHECKLIST FOR E-FILINGS

WORD PROCESSING DOCUMENT (before you save your word document to PDF format)

- 1) The heading “**Before the Judicial Panel on Multidistrict Litigation**” is displayed on the first page of the main document and all attachments.
- 2) The MDL number and name are listed on the first page of the main document and all attachments.
- 3) The civil action number(s) are listed on the first page of the main document and attachments. A separate “Schedule of Actions” may be attached in lieu of listing the cases directly on the documents when filing in four or more cases.
- 4) There is an “/s/ (typed attorney’s name)” with the attorney’s name typed on the signature line.
- 5) There is a completed certificate of service (signature (/s/ John Doe), dated etc.).
- 6) If filing a “joint” pleading and you are signing on behalf of another attorney, it must state “w/ permission” on the signature line for that attorney

PDF DOCUMENTS (after you have scanned/saved your document to PDF format)

- 1) If the main document is created with a word processing application, **it must be converted** to PDF format using conversion software instead of printed/scanned to PDF format.
- 2) If document contains hyperlink from citation, cross-document or document filed within document, you **must publish to PDF**.
- 3) The main pleading is a separate PDF document from any attachments. Any schedule, memorandum, exhibit, etc. must be saved as its own individual PDF to be filed as an attachment to the main document.
- 4) Verify that there are no missing pages. All pages are in order and right side up (including any and all attachments).
- 5) Verify that ALL PAGES are legible (the main document as well as any and all attachments).
- 6) Verify the file size of any PDF you intend to upload has not exceeded the maximum file size of 2.0MB. If you find a PDF has a file size in excess of 2.0MB, the PDF must be broken down into individual parts.

ELECTRONICALLY FILING THE PLEADING

- 1) The attorney's name on the s/ signature line **MUST** match the name of the attorney logged into ECF.
- 2) Ensure that you are filing in the correct MDL (check the MDL number/litigation name at the top of the screen).
- 3) Ensure that you are spreading your docket entry from the MDL to the correct civil actions.
- 4) Choose the most accurate event description for your docket entry (*e.g.*: "Response to Motion to Transfer" or "Response to Motion to Remand").
- 5) **Verify every PDF document by opening it up and viewing it in its entirety prior to uploading into ECF.**
- 6) All attachments must be uploaded individually and separately from one another.
- 7) All attachments must be appropriately described (you may NOT simply name attachments: Exhibit A or Exhibit B." An appropriate description is "Exhibit A- Affidavit of John Doe"
- 8) When filing a "motion for leave to file a document," the subject document is to be filed as an electronic attachment to the motion, NOT as a separate entry.
- 9) If given the opportunity to create a link to or reference an existing entry, do so when appropriate.
- 10) Use the optional text box, when given the opportunity to further describe your pleading. Rule of thumb: The docket text should accurately reflect the title of the pleading being filed.
- 11) If using the optional text box, make certain that the information added should not be its own separate entry.
- 12) Ensure each pleading filed has its own docket entry.

Introduction

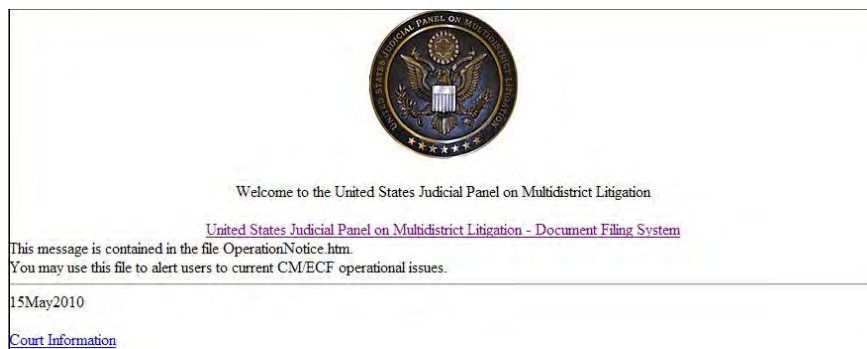
Accessing the System

1. How to access CM/ECF

Users can access the system via the internet by typing <https://ecf-live.jpml.uscourts.gov> or by clicking on the CM/ECF link on the JPML website.

Once accessed, the JPML's CM/ECF Welcome screen is displayed.

- The Document Filing System hyperlink allows access to the CM/ECF login screen.
- The Court Information hyperlink displays JPML's court details, CM/ECF software version, live date, maximum PDF file size, maximum merge document size, and a link to an RSS feed for docket entries of a specified type. Also shown are the Court's location, PACER Service Center Details and Flag Definitions.
- The Server Status hyperlink allows access to additional information available for the CM/ECF server via hyperlinks.

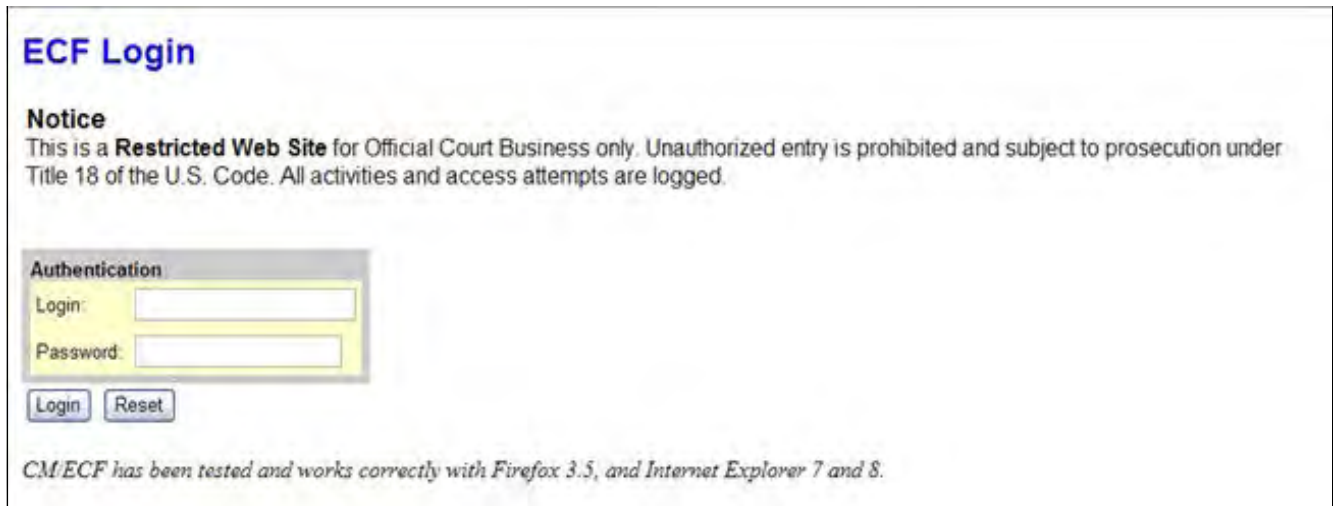


Note:

A login and password are required to file documents or for training. {If you are not a registered user, please call our office at 202-502-2800.} If you are an attorney, please visit the [JPML website](#) to fill out our [on-line registration form](#). You may also download form and fax it to 202-502-2888.

2. Logging In

Enter your login and password into the appropriate authentication fields then click the **Login** button. If you made an error when typing your information, simply click the **Reset** button to remove the entries from the fields so they may be re-entered.



ECF Login

Notice
This is a **Restricted Web Site** for Official Court Business only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

Authentication

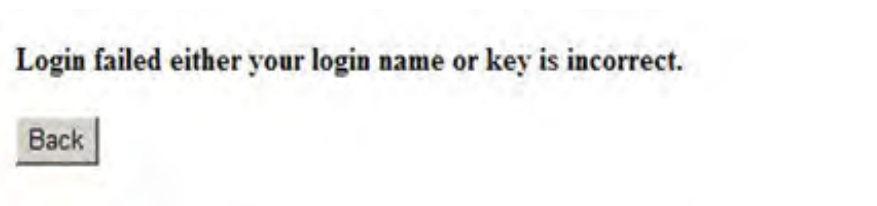
Login:

Password:

CM/ECF has been tested and works correctly with Firefox 3.5, and Internet Explorer 7 and 8.

If an invalid login/password combination is entered, you will receive an error message. Click the **Back** button to re-enter your information.

If you have forgotten your login or password, or if you believe it has been compromised, contact the JPML Help Desk at JPML-CMECF-HelpDesk@jpml.uscourts.gov to have it re-set.



Login failed either your login name or key is incorrect.

Once a valid login password combination is entered, the CM/ECF Main Menu will be displayed. Here you may choose from a list of options on the blue menu bar.

* You may also hover your mouse pointer over the menu item to display a drop-down list of the menu sub-selections.



Civil

The Civil Events menu contains all of the available docketing events used by the JPML. The docketing events are grouped by general category, then by pleading (document) type.

Initial Motions to Transfer

- Initial Motion to Transfer
- Subsequent Motion to Transfer
- Tag-Along Motion to Transfer
- Multi-Circuit Petition

Motions and Related Filings

- Responses
- Replies
- Other Motions

Notices and Other Filings

- Notices
- Supplemental Documents
- Withdrawals
- Corporate Disclosures
- Service of Process



Query

The Query screen allows the user to search for MDL, Civil Action, Party, or Attorney information. Queries may be filtered by entering additional information in the fields on this screen.

ECF Civil Query Reports Utilities Search Logout

Query

Search Clues

Case Number

or search by

Case Status: Open Closed All

Filed Date to

Last Entry Date to

Last Business Name (Examples: Desoto, Des*t)

First Name Middle Name Type

or search by

Case Caption (Examples: Smith v. Jones; Smith*Jones; In Re*Smith)

Reports

The Reports screen lists reporting options available to attorney users. JPML reports are subject to PACER billing. Users must have a PACER account to download and view JPML reports. Contact the [PACER Service Center](#) to register for a PACER account.



Utilities

The Utilities Screen allows the user to access personal account information; edit case, law firm and party data. The user may also view JPML court information.



Search

This feature allows the user to search menus and events for a specific pleading (document) type for docketing. The user can type in a key word or phrase and the results screen will identify menu items and where they are located. The results are hyperlinked and, when clicked, will take the user directly to the event where docketing can continue.



The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with the ECF logo and menu items: Civil, Query, Reports, Utilities, Search (highlighted with a red box), and Logout. Below the navigation bar, a search results window titled "Search Menus and Events" is open, showing the search term "tag-along" and a "Search" button. The main content area displays the search results for "tag-along", indicating that 1 menu item and 2 events were found. The results are organized into three sections:

- Menu Items**
 - Civil Events → Motions to Transfer → [Tag-Along Motion to Transfer](#)
- Civil Events → Motions to Transfer → Tag-Along Motion to Transfer**
 - [Motion to Transfer \(Tag-Along Action\)](#)
- Civil Events → Notices and Other Filings → Notices**
 - [Notice of Potential Tag-Along](#)

Logout

Logs the user completely out of CM/ECF.

MDL Events List - Attorney

MOTIONS TO TRANSFER

Initial Motion to Transfer

Subsequent Motion to Transfer

Tag-Along Motion to Transfer

Multi-Circuit Petitions

MOTIONS AND RELATED FILINGS

Responses

(Response to Motion/Brief Vacate CRO)

(Response to Motion/Brief Vacate CTO)

(Response to Motion for

Reconsideration)

(Response to Motion for Remand)

(Response to Motion to Transfer)

(Response to Show Cause Order)

Replies

(Reply to Motion/Brief Vacate CRO)

(Reply to Motion/Brief Vacate CTO)

(Reply to Motion for Reconsideration)

(Reply to Motion for Remand)

(Reply to Motion to Transfer)

(Reply to Show Cause Order)

Other Motions

(Motion for Expedited Hearing)

(Motion for Extension to File Response)

(Motion for Extension to File Reply)

(Motion for Extension to File

Motion/Brief Vacate CRO)

(Motion for Extension to File

Motion/Brief Vacate CTO)

(Motion for Leave to File Document)

(Motion for Miscellaneous Relief)

(Motion for Postponement)

(Motion for Reconsideration)

(Motion for Remand)

(Motion for Sanctions)

(Motion Requesting)

(Motion to Amend)

(Motion to Continue)

(Motion to File Excess Pages)

(Motion to File Under Seal)

(Motion to Stay)

(Motion to Strike)

(Motion to Unseal Document)

(Motion to Unseal Litigation)

(Motion to Vacate)

(Motion to Vacate CRO)

(Motion to Vacate CTO)

NOTICES AND OTHER FILINGS

Notices

(Notice of Appearance)

(Notice of Change of Address or Firm)

(Notice of Designation of Attorney)

(Notice of Opposition to CRO)

(Notice of Opposition to CTO)

(Notice of Potential Tag-Along)

(Notice of Presentation of Oral

Argument)

(Notice of Related Action)

(Notice of Settlement)

(Notice of Waiver of Oral Argument)

Supplemental Documents

(Letter)

(Letter of Supplemental Information)

(Letter of Supplemental Response)

(Supplemental Information)

(Supplemental Response)

(Supplemental Service List)

Withdrawals

(Withdrawal of Appearance)

(Withdrawal of Counsel)

(Withdrawal of Opposition to CRO)

(Withdrawal of Opposition to CTO)

(Withdrawal of Motion)

(Withdrawal of Motion for

Reconsideration)

(Withdrawal of Motion for Remand)

(Withdrawal of Motion to Transfer)

(Withdrawal of Motion to Vacate)

(Withdrawal of Motion to Vacate CRO)

(Withdrawal of Motion to Vacate CTO)

Corporate Disclosure Statements

Service of Process

(Affidavit of Service)

(Affidavit in Opposition)

(Affidavit in Support)

(Certificate of Service)

United States Judicial Panel on Multidistrict Litigation

CM/ECF Attorney User's Manual

Section 2 Docketing Events (Motions to Transfer)

This section offers an overview of motions to transfer available for e-filing on the JPML's CM/ECF site.

Please see the JPML's governing statutes (28 U.S.C. § 1407 and 28 U.S.C. § 2112) for information regarding Multidistrict Litigation and Multicircuit Petitions, respectively.

Attorneys should also view the motion checklist and samples for filing a new MDL Motion to Transfer found on our website at

http://www.jpml.uscourts.gov/Rules_Procedures/rules_procedures.html

- Initial Motion to Transfer
- Subsequent Motion to Transfer (Second, Third, Amended, etc.)
- Motion to Transfer (Tag-Along Action)
- Multicircuit Petitions

Docketing an Initial Motion to Transfer

An initial motion to transfer is the motion that starts the MDL process. It is the first motion received by the JPML that requests coordination or consolidation of civil actions pending in two or more federal districts. (*See* 28 U.S.C. § 1407)

Use the following steps to file an Initial Motion to Transfer:

1. After you have logged in to CM/ECF, click **MDL Events** on the blue menu bar.
2. In the **Motions to Transfer** category, click on ***Initial Motion to Transfer***
3. Read the “***Before You Begin***” information important information regarding filing your initial motion to transfer. Click **Next** to continue.

Open MDL Litigation

BEFORE YOU BEGIN

Your motion and each supporting document must be saved as individual PDF documents and uploaded separately.

Combine each district court docket sheet and corresponding complaint into a single PDF for uploading. (If your schedule of actions lists three cases, you must have three docket sheet/complaint PDF documents.)

Your filing must consist of:

- * Motion
- * Brief
- * Schedule of Actions
- * Proof of Service
- * Case Docket Sheet and Complaint

* Optional supporting documents are: Declarations, Oral Argument Statement, Exhibits, etc.

4. The system will display the **Open MDL Litigation** screen. Enter the following information:
 - ***Date Submitted*** (This will default to the current date.)
 - ***Litigation Type*** (Select from the drop-down list.)
 - ***MDL Title*** (Type in a suggested litigation title. The field is pre-populated with IN RE:. Place your cursor after the text and type the litigation title.)
 - Click **Next**. (If you made an error, click the **Clear** button to clear all fields, then re-enter.)

Open MDL Litigation

Date submitted

Litigation type

MDL Title

5. A confirmation screen will be displayed indicating “Case number #- ### has been opened”. (Note: This is the **pending** MDL number automatically generated when new motions to transfer are submitted. Once the JPML reviews the motion for compliance, a new “**filed**” MDL number will be assigned. All involved counsel will be notified by the JPML of the filed MDL number and litigation title.)

Click on the **Docket Motion to Transfer** hyperlink to docket the motion and supporting documents.

Open MDL Litigation

Case Number 10-79 has been opened.

[Docket Motion to Transfer](#)

6. On the next screen, select **Transfer - Initial Action** from the list of available docketing events. Then click **Next**.

Initial Motion to Transfer

Start typing to find another event.

Available Events (click to select events)	Selected Events (click to remove events)
<input checked="" type="checkbox"/> Transfer - Initial Action	<input type="text" value="Transfer - Initial Action"/>

7. The following screen will display the pending MDL case number. Verify that it is correct and click the **Next** button.

The screenshot shows a web form titled "Initial Motion to Transfer". Below the title is a section labeled "Case Number" with a text input field containing "1:10-P-79". The input field is highlighted with a yellow border. Below the input field are two buttons: "Next" and "Clear".

8. On the following screen, the MDL number and title are displayed. Verify they are correct and click **Next** to proceed with docketing.

The screenshot shows a web form titled "Initial Motion to Transfer". Below the title is a section labeled "Pending No. 79 IN RE: JPML Test Litigation" in blue text. Below this section are two buttons: "Next" and "Clear".

9. The next screen prompts you to enter information regarding your motion to transfer. Use the text fields to enter the information then click **Next** to continue.

The screenshot shows a web form titled "Initial Motion to Transfer". Below the title is a section labeled "Pending No. 79 IN RE: JPML Test Litigation" in blue text. Below this section are three input fields: "Number of Actions to be Transferred: (Example: 4) 2", "Suggested Transferee Court: (Example: W.D. Kentucky) D. Idaho, D. Colorado", and "Filing parties: (Example: Plaintiff John Doe) Plaintiff John Q. Doe". Below the input fields is a note: "*Multiple districts and parties separated by comma*". At the bottom are two buttons: "Next" and "Clear".

10. You are asked “Is this motion accompanied by a brief in support, in accord with Rule 6.1(b)(i)?”. **All** motions before the Panel require a separate brief in support. Click the **Yes** radio button, then click **Next**.



Initial Motion to Transfer
Pending No. 79 IN RE: JPML Test Litigation

Is this motion accompanied by a brief in support, in accord with Rule 6.1(b)(i)?

Yes
 No

11. On the following screen, you will be prompted to upload your motion, brief and supporting attachments. **Note:** All documents are to be uploaded in PDF format. **The maximum total file size for document uploads, including attachments, is 5MB.**

- Documents must be uploaded in the following order:
 - **Motion** (Main Document)
 - **Brief** (Attachment 1)
 - **Schedule of Actions** (Attachment 2)
 - **Proof of Service** (Attachment 3)
 - **Docket Sheet and Complaint** (Attachments 4 thru —)
 - **Optional attachments (OA Statement, Declarations, etc.** (upload before the proof of service)
- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** to continue; you may click **Clear** to start the upload process over.

ECF Civil Query Reports Utilities Search Logout

Initial Motion to Transfer
[Pending No. 79 IN RE: JPML Test Litigation](#)

NOTICE!

Your motion and MANDATORY supporting documents must be uploaded in the following order:

Main Document - Motion

Attachment 1 - Brief

Attachment 2 - Schedule of Actions

Attachment 3 - Proof of Service*

Attachment 4 - Docket Sheet and Complaint – Combine each docket sheet and corresponding complaint into one PDF document and upload each document separately. Select *Complaint* as the category type. Enter the case district abbreviation, division and case number in the description field. For example, *CAN 5:10-9999*.

If attaching docket sheets and complaints as exhibits, upload each combined docket sheet and complaint separately. Select *Exhibit* from the category list and include the exhibit description. For example, *A (Complaint - CAN 5:10-9999)*.

*Optional attachments - OA Statement, Declarations, etc. (If optional attachments are submitted, upload them before the proof of service. Enter a description in the appropriate field, if necessary.)

Date document filed (mandatory)
 7/12/2010

Select the pdf document and any attachments.

Main Document

Attachments	Category Required	Description
1. <input type="text" value="O:\USERS\LAYNE\MECF\Training Files"/> <input type="button" value="Browse"/>	Brief	<input type="text"/>
2. <input type="text" value="O:\USERS\LAYNE\MECF\Training Files"/> <input type="button" value="Browse"/>	Schedule of Actions	<input type="text"/>
3. <input type="text" value="O:\USERS\LAYNE\MECF\Training Files"/> <input type="button" value="Browse"/>	Proof of Service	<input type="text"/>
4. <input type="text" value="O:\USERS\LAYNE\MECF\Training Files"/> <input type="button" value="Browse"/>	Complaint	ID 1:10-999 <input type="button" value="Remove"/>
5. <input type="text" value="O:\USERS\LAYNE\MECF\Training Files"/> <input type="button" value="Browse"/>	Complaint	CO 1:10-111 <input type="button" value="Remove"/>
6. <input type="text"/> <input type="button" value="Browse"/>		<input type="text"/>

12. Enter the District Court Cases to Transfer

- Select the district from the District drop-down menu.
- Select one of the available offices (divisions) from the Office drop-down menu.
- Enter the case numbers of the cases in that district and office (division) using the year-case number format (09-1 or 9-1). You may enter more than one case number at a time. Separate them by comma and space, or hit the enter key on your keyboard.
- To add cases from another district, click the **More Cases** button. The cases previously added will now be displayed in the “Cases Entered” section.
- Continue entering cases using the previous four steps until all cases are entered.
- Once all cases are entered, click **Next** to continue.

Initial Motion to Transfer
[Pending No. 79 IN RE: JPML Test Litigation](#)

District Court Cases to Transfer

District	Idaho	Office	1 (ID-Boise - Southern)
Case number(s)*	10-999		

* => Enter case type (e.g., 9-mc-1234) if different from 'cv'

More Cases

Next **Clear**

Initial Motion to Transfer
[Pending No. 79 IN RE: JPML Test Litigation](#)

District Court Cases to Transfer

District	Colorado	Office	1 (CO-Denver)	Cases entered
Case number(s)*	10-111		ID/1:10-cv-00999	

* => Enter case type (e.g., 9-mc-1234) if different from 'cv'

More Cases

Next **Clear**

13. On the following screen is a box containing all of the docketing details collected from the previous screens. If necessary, use the Back button on your browser to return to the previous screens to modify the docket text.

Docket Text: Modify as Appropriate.

MOTION TO TRANSFER (INITIAL) with Brief in Support. -- 2 Action(s) -- from Idaho District Court (1:10-cv-00999), Colorado District Court (1:10-cv-00111) - Suggested Transferee Court: D. Idaho, D. Colorado - Filed by: Plaintiff John Q. Doe (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint CO 1:10-111, # (5) Complaint ID 1:10-999) (Attorney, ImAnn)

14. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking Next will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the **Back** button on your browser to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue and conclude this process.

Initial Motion to Transfer
[Pending No. 79 IN RE JPML Test Litigation](#)

Docket Text: Final Text

MOTION TO TRANSFER (INITIAL ACTION) with Brief in Support. -- 2 Action(s) -- from Idaho District Court (1:10-cv-00999), Colorado District Court (1:10-cv-00111) - Suggested Transferee Court: D. Idaho, D. Colorado - Filed by: Plaintiff John Q. Doe (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint ID 1:10-999, # (5) Complaint CO 1:10-111)(AL)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Motion to Transfer.pdf pages: 1
C:\fakepath\JPML Brief in Support.pdf pages: 1
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1
C:\fakepath\COMPLAINT1.pdf pages: 1
C:\fakepath\COMPLAINT2.pdf pages: 1

15. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the Initial Motion to Transfer was filed and specified recipients were notified. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents. (**Note:** The NEF for an Initial Motion to Transfer will only be sent to the filing attorney. Involved Counsel will be notified once the Motion is accepted as compliant and issued an official MDL number.)

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Associated case name
- Associated case number
- Filer
- Document (pleading) number
- Docket Text
- Individuals who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

Initial Motion to Transfer
Pending No. 79 IN RE: JPML Test Litigation

N

United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered on 7/12/2010 at 1:40 PM EDT and filed on 7/12/2010.

Case Name: IN RE: JPML Test Litigation
Case Number: Pending No. 79
Filer:
Document Number:]

Docket Text:

MOTION TO TRANSFER (INITIAL ACTION) with Brief in Support -- 2 Action(s) -- from Idaho District Court (1:10-cv-00999), Colorado District Court (1:10-cv-00111) - Suggested Transferee Court: D. Idaho, D. Colorado - Filed by: Plaintiff John O. Doe (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint ID 1:10-999, # (5) Complaint CO 1:10-111)(AL)

Pending No. 79 Notice has been electronically mailed to:

Pending No. 79 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document

Original filename:a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=87127-0] [70cceed405d0f44ebcc556023f7673a9542c9346911cbb6a0881a266d2faf4dcaade3970e5158466e6f5be30ab0755eaa39e79b021907aed36d2a629aa44]]

Document description:Brief

Original filename:a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=87127-1] [a3601b88405040d6fe5990ecb936e956c56a8d784e32fd8ae56118f9c1b293f790781a1253b939063e598448e4025bf58e90356b0a61eba36a8a089a81c3ad]]

Document description:Schedule of Actions

Original filename:a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=87127-2] [4429f16828f9e389075b47e92d4c14e73ef02dc4ab9a79c1b0a6d51202f01720109e2ec8308f3c1bed429696318364060a72d07a2efb1ab82976bb2ea6c6fc]]

Document description:Proof of Service

Original filename:a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=87127-3] [959676b48abd8b2fd849ba44e8ab787658e7dafa90e5517a621d2bf739402a83b2605c0bc1bec0d64d1497cbb13ca78e994e992fc7041c1977ec9bc4ff0d]]

Document description:Complaint ID 1:10-999

Original filename:a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=87127-4] [c689774ae8550de1d892b1dc1d4aa8370e54bef0930e92eb109bbc22737612f1681dab4ecb58bed24095706c4a41036d4baed8987693b1a3a78055376e28af]]

Document description:Complaint CO 1:10-111

Original filename:a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=87127-5] [13a55928260f937a6f76113d1bf4e0a083ce9681e93f74c26a882fde46ba848d7a0241f897f906287a3fc132cd54385885c7a66ce9360e5f52cbe5951b8444011]]

Docketing a Subsequent Motion to Transfer

A Subsequent Motion to Transfer requests coordination or consolidation of additional civil actions in an MDL that has been filed with, but not yet ruled upon, the Panel. **Subsequent motions must add at least one new action to be considered.** Filing attorneys must identify subsequent motions as second-, third-, etc. in the docket entry. Be sure to check the MDL docket for the latest filing information.

Note: Subsequent motions **must** be served on all parties to the initial motion to transfer, as well as any previously filed subsequent motions.

Use the following steps to file a Subsequent Motion to Transfer:

1. After you have logged in to CM/ECF, click on the **MDL Events** menu
2. In the **Motions to Transfer** category, click on *Subsequent Motion to Transfer*
3. Read the “Before You Begin” for important information regarding filing your subsequent motion to transfer. Click **Next** to continue.

Subsequent Motion to Transfer

BEFORE YOU BEGIN

Your motion and each supporting document must be saved as individual PDF documents and uploaded separately.

Combine each district court docket sheet and corresponding complaint into a single PDF for uploading. (If your schedule of actions lists three cases, you must have three docket sheet/complaint PDF documents.)

Your filing must consist of:

- * Motion
- * Brief
- * Schedule of Actions
- * Proof of Service
- * Case Docket Sheet and Complaint

* Optional supporting documents are: Declarations, Oral Argument Statement, Exhibits, etc.

4. From the list of available events, select *Subsequent Motion to Transfer* then click **Next** to continue.

Subsequent Motion to Transfer

Available Events (click to select an event)

Selected Event

Subsequent Motion to Transfer

Subsequent Motion to Transfer

Next Clear

5. On the following screen, enter the MDL number and click **Find This Case**, then click **Next** to continue

Subsequent Motion to Transfer

Case Number

2177 Find This Case

Next Clear

6. The next screen displays the MDL number and name. Verify it is correct and click **Next** to proceed.

Subsequent Motion to Transfer

[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Next Clear

7. The following screen prompts you for the number of actions to be transferred, the suggested transferee court and the filing parties. Enter the information in the corresponding fields and click **Next** to continue. Click **Clear** to reset the fields.

Subsequent Motion to Transfer

Number of Actions to be Transferred: (Example: 4)

Suggested Transferee Court: (Example: W.D. Kentucky)

Filing parties: (Example: Plaintiff John Doe)

Multiple districts and parties separated by comma

8. On the next screen, you are asked “Is this motion accompanied by a brief in support, in accord with Rule 6.1(b)(i)?”. **All** motions before the Panel require a separate brief in support. Click the **Yes** radio button, then click **Next**.

(**Note:** Be sure to upload your brief as a separate attachment when uploading your motion documents.)

Subsequent Motion to Transfer

Is this motion accompanied by a brief in support, in accord with Rule 6.1(b)(i)?

Yes

No

9. On the following screen, you will be prompted to upload your motion and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. **The maximum file total size for each document, including attachments, is 5MB.**

- Documents must be uploaded in the following order:
 - **Motion** (Main Document)
 - **Brief** (Attachment 1)
 - **Schedule of Actions** (Attachment 2)
 - **Proof of Service** (Attachment 3)
 - **Docket Sheet and Complaint** (Attachments 4 thru —)
 - **Optional attachments (OA Statement, Declarations, etc.** (upload before the proof of service)
- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** to continue; you may click **Clear** to start the upload process over.

ECF Civil Query Reports Utilities Search Logout

Subsequent Motion to Transfer

NOTICE!

Your motion and MANDATORY supporting documents must be uploaded in the following order:

Main Document - Motion

Attachment 1 - Brief

Attachment 2 - Schedule of Actions

Attachment 3 - Proof of Service*

Attachment 4 - Docket Sheet and Complaint -- Combine each docket sheet and corresponding complaint into one PDF document and upload each document separately. Select *Complaint* as the category type. Enter the case district abbreviation, division and case number in the description field. For example, *CAN 5:10-9999*.

If attaching docket sheets and complaints as exhibits, upload each combined docket sheet and complaint separately. Select *Exhibit* from the category list and include the exhibit description. For example, *A (Complaint - CAN 5:10-9999)*.

*Optional attachments - OA Statement, Declarations, etc. (If optional attachments are submitted, upload them before the proof of service. Enter a description in the appropriate field, if necessary.)

Select the pdf document and any attachments.

Main Document
 O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse"/>	Brief	<input type="text"/>
2. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse"/>	Schedule of Actions	<input type="text"/>
3. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse"/>	Proof of Service	<input type="text"/>
4. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse"/>	Complaint	CAC 2:10-444
5. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse"/>	Complaint	MD 1:10-555
6. <input type="text"/> <input type="button" value="Browse"/>	<input type="text"/>	<input type="text"/>

10. Enter the District Court Cases to Transfer.

- Select the district from the District drop-down menu.
- Select one of the available offices (divisions) from the Office drop-down menu.
- Enter the case numbers of the cases in that district and office (division) using the year-case number format (09-1 or 9-1) You may enter more than one case number at a time. Separate them by a comma and space, or hit the enter button on your keyboard.
- **Click the More Cases** button and the cases will be displayed in the “Cases Entered” section.
- Continue entering cases using the previous four steps until all cases are entered.
- When all cases are entered, click **Next** to continue.

Note: Many of these cases will already be in the system if they were submitted to the Panel as a related action on an earlier date. The system will display a warning that the case already exists in an MDL. If the MDL listed is not the MDL in which you are filing your subsequent motion, delete the MDL number(s) shown in the Cases entered box and proceed with docketing.

Subsequent Motion to Transfer

District Court Cases to Transfer

District	Maryland	Office	1 (MD-Baltimore)	Cases entered
Case number(s)*	10-555			CAC/2:10-cv-00444

* => Enter case type (e.g., 9-mc-1234) if different from 'cv'

More Cases

Next Clear

12. The following screen shows the docket text containing all of the docketing details collected from the previous screens. This screen allows you to add to your docket entry. The drop-down list displays a list of pleading prefixes. For example, if this is the second motion select Second from the drop-down list to further define your docket entry.

Once the docket text is satisfactory, click **Next** to continue. You may click the **Clear** button to reset the fields on this screen.

(**Note:** If necessary, you may use the Back button on your browser to return to previous screens to re-enter information)

Subsequent Motion to Transfer

Docket Text: Modify as Appropriate.

Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: *Plaintiff Jane Doe* (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint CAC 2:10-444, # (5) Complaint MD 1:10-555) (Attorney, ImAnn)

Next Clear

13. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes is displayed. Otherwise, clicking Next will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the **Back** button on your browser to return to the text box on the previous screen to further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue and conclude this process.

Subsequent Motion to Transfer

Docket Text: Final Text

Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: Plaintiff Jane Doe (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint CAC 2:10-444, # (5) Complaint MD 1:10-555) (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):

C:\fakepath\JPML Motion to Transfer.pdf pages: 1
C:\fakepath\JPML Brief in Support.pdf pages: 1
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1
C:\fakepath\COMPLAINT1.pdf pages: 1
C:\fakepath\COMPLAINT2.pdf pages: 1

14. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the Initial Motion to Transfer was filed and specified recipients were notified. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents. (**Note:** The NEF for a Subsequent Motion to Transfer will only be sent to the filing attorney. Involved Counsel will be notified once the Motion is accepted by the Panel.)

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individuals who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

ECF Civil Query Reports Utilities Search Logout

Subsequent Motion to Transfer

U.S. Judicial Panel on Multidistrict Litigation
United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/12/2010 at 7:05 PM EDT and filed on 7/12/2010

Case Name: IN RE: Diversified Lending Group, Inc. Securities Litigation
Case Number: [MDL No. 2177](#)
Filer:
Document Number: [5](#)

Docket Text:
Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court [2:10-cv-00444], Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: *Plaintiff Jane Doe* (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint CAC 2:10-444, # (5) Complaint MD 1:10-555)(Attorney, ImAnn)

MDL No. 2177 Notice has been electronically mailed to:

MDL No. 2177 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:na

Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=86148-0] [61597471bce1d43b695e288e4e9104530642ce1d1f2d1727d7ee2ae3e40cf72cedc2f2701dd66cb3cb39cb6c11d0559852431d04ab4defab18e45c01cc4c3ad]]

Document description:Brief
Original filename:na

Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=86148-1] [7bf98e849e2f98f8f8d751667d5ef474fe74df2633af9fb0acba748d3b5d4aa620933f3278c4e377e03ae3ccfed0d74287a7494c754588dc6b6f139b0ae]]

Document description:Schedule of Actions
Original filename:na

Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=86148-2] [7c6a5cm23bf5b0d4dfb49393ef55614eadddc10c1b6e1b32b3ab49e70a5652b4ebf644d081e3d79b839ce051426d7844a83985682b884a784ff5295626b]]

Document description:Proof of Service
Original filename:na

Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=86148-3] [a63048c7c6fbda3e51ac2551d36c347d75a281c32ca7daef060ed25df118a568886c78f01ed216ad309c84231175e4b306f050c6e5046ca5ae22a13ad36478]]

Document description:Complaint CAC 2:10-444
Original filename:na

Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=86148-4] [cd223c1e1de593bce5c2e82b7544rac36304460845aacb100f138497999cd7db1beb3e0864116de94fb50fb9e443375f91c328187a64ecb240dfacdaeaad9]]

Document description:Complaint MD 1:10-555
Original filename:na

Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/12/2010] [FileNumber=86148-5] [91190aac616af3ace1e0d1dd618a70de284f3162d4560f38cb04c5751b007fb865112bf73dbee9d8fb8a06b6fee8882739950bbab1cb6300a7d4683677ef3]]

Docketing a Motion to Transfer (Tag-Along Action)

A Motion to Transfer (Tag-Along Action) requests coordination or consolidation of civil actions with common questions of fact to actions previously centralized for pretrial proceedings. (See 28 U.S.C. § 1407). Generally, these actions had previously been brought before the Panel as potential tag-along actions, but deemed “not-related” by the Clerk of the Panel.

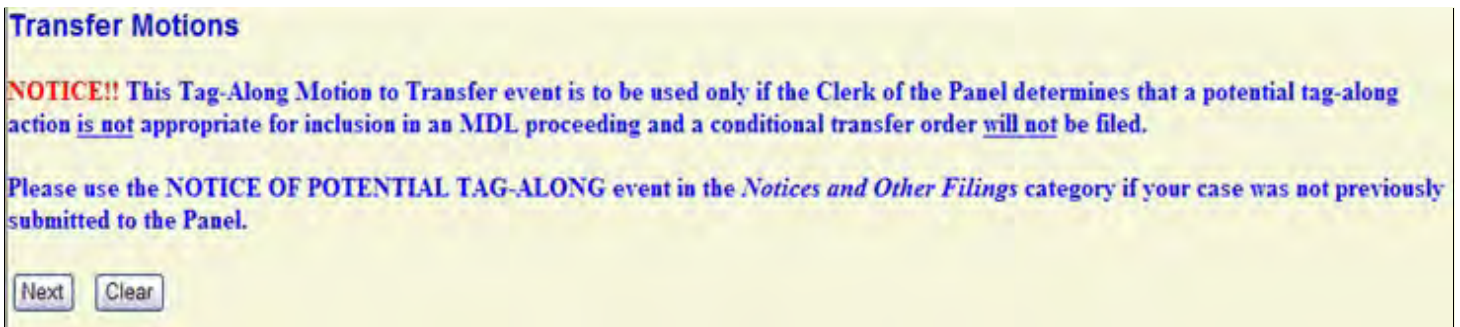
Use the following steps to file a Motion to Transfer (Tag-Along Action):

1. After you have logged in to CM/ECF, click on the **MDL Events** menu
2. In the **Motions to Transfer** category, click on *Tag-Along Motion to Transfer*
3. From the list of available events, select *Motion to Transfer (Tag-Along Action)* then click **Next** to continue.



The screenshot shows a web interface titled "Transfer Motions". At the top left is a search bar. Below it, there are two columns: "Available Events (click to select an event)" and "Selected Event". In the "Available Events" column, the event "Motion to Transfer (Tag-Along Action)" is highlighted. In the "Selected Event" column, the same event "Motion to Transfer (Tag-Along Action)" is displayed. At the bottom left, there are two buttons: "Next" and "Clear".

4. Read the notice defining appropriate use of the Motion to Transfer (Tag-Along Action) event. If you've determined that your case meets these filing guidelines, click **Next** to continue.



The screenshot shows a web interface titled "Transfer Motions". It contains a notice in red and blue text: "**NOTICE!!** This Tag-Along Motion to Transfer event is to be used only if the Clerk of the Panel determines that a potential tag-along action is not appropriate for inclusion in an MDL proceeding and a conditional transfer order will not be filed." Below the notice, there is a paragraph: "Please use the NOTICE OF POTENTIAL TAG-ALONG event in the *Notices and Other Filings* category if your case was not previously submitted to the Panel." At the bottom left, there are two buttons: "Next" and "Clear".

4. On the following screen, enter the MDL number and click **Find This Case**, then click **Next** to continue



The screenshot shows a web form titled "Transfer Motions". It has a "Case Number" label above a text input field containing "1507". To the right of the input field is a button labeled "Find This Case". Below the input field are two buttons: "Next" and "Clear".



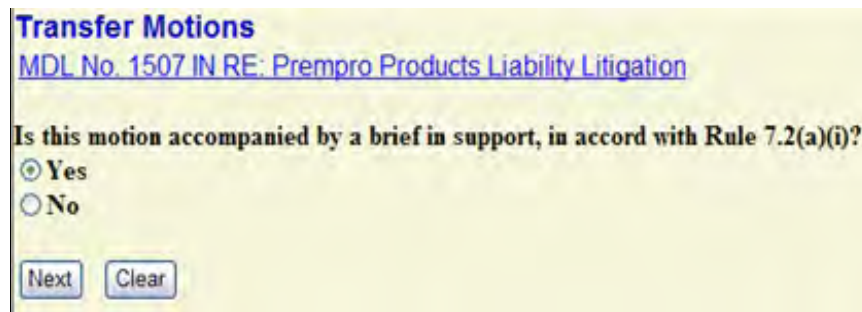
The screenshot shows the same "Transfer Motions" form. The "Case Number" input field now contains "1:02-F-1507". The "Find This Case" button is still present. The "Next" and "Clear" buttons are also visible below the input field.

5. The next screen displays the MDL number and name. Verify it is correct and click **Next** to proceed.



The screenshot shows the "Transfer Motions" form. The "Case Number" field is no longer present. Instead, the text "MDL No. 1507 IN RE: Prempro Products Liability Litigation" is displayed in blue, underlined text. Below this text are two buttons: "Next" and "Clear".

6. On the next screen, you are asked “Is this motion accompanied by a brief in support, in accord with Rule 6.1(b)(i)?”. **All** motions before the Panel require a separate brief in support. Click the **Yes** radio button, then click **Next**.



The screenshot shows the "Transfer Motions" form. The "Case Number" field is no longer present. Instead, the text "MDL No. 1507 IN RE: Prempro Products Liability Litigation" is displayed in blue, underlined text. Below this text is the question "Is this motion accompanied by a brief in support, in accord with Rule 7.2(a)(i)?". There are two radio buttons: "Yes" (which is selected) and "No". Below the radio buttons are two buttons: "Next" and "Clear".

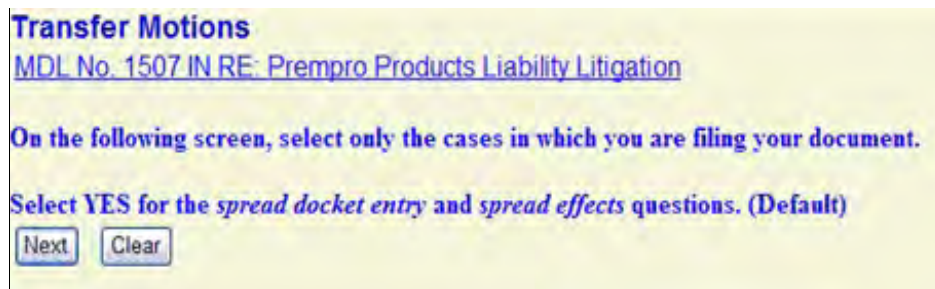
7. Enter the number of actions to be transferred and click **Next** to continue.



Transfer Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Number of Actions to be Transferred

8. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.)
Click **Next** to continue.



Transfer Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

9. On the following screen, locate only the civil action(s) in which you are filing your document.
 - **Click the checkbox for each case.**
 - **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
 - Click **Next** to continue.

Transfer Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

1507 (filed)	1507 (filed)	1507 (filed)	1507 (filed)	1507 (filed)	1507 (filed)
<input type="checkbox"/> ALM/2:10-cv-220	<input type="checkbox"/> ARW/2:6-cv-2169	<input type="checkbox"/> LAE/2:10-cv-401	<input type="checkbox"/> LAE/2:10-cv-410	<input type="checkbox"/> MOW/4:10-cv-154	<input type="checkbox"/> NYE/2:10-cv-763
<input type="checkbox"/> ALN/2:3-cv-1078	<input type="checkbox"/> ARW/2:8-cv-2079	<input type="checkbox"/> LAE/2:10-cv-405	<input type="checkbox"/> MN/0:7-cv-2565	<input checked="" type="checkbox"/> MOW/4:10-cv-157	<input type="checkbox"/> NYE/2:10-cv-764
<input type="checkbox"/> ALN/2:4-cv-2569	<input type="checkbox"/> FLM/6:10-cv-290	<input type="checkbox"/> LAE/2:10-cv-406	<input type="checkbox"/> MN/0:10-cv-729	<input type="checkbox"/> NYE/2:10-cv-761	<input type="checkbox"/> NYE/2:10-cv-766
<input type="checkbox"/> ARE/4:8-cv-377	<input type="checkbox"/> ILS/3:6-cv-325	<input type="checkbox"/> LAE/2:10-cv-407	<input type="checkbox"/> MSS/2:10-cv-36	<input type="checkbox"/> NYE/2:10-cv-762	<input type="checkbox"/> NYE/2:10-cv-767

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

10. The following screen, displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Transfer Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If using the radio button to select All Plaintiffs or All Defendants, **DE-SELECT** the Liaison Counsel for Plaintiff/Defendant parties by pressing CTRL on your keyboard and clicking the party name with your mouse.

Select the filer.

<p>Collapse All Expand All</p> <ul style="list-style-type: none"><input type="checkbox"/> Liaison Counsel for Defendant dft<input type="checkbox"/> Liaison Counsel for Plaintiff pla	<p>Select the Party: OR Select a Group:</p> <div style="border: 1px solid gray; padding: 2px;"><p>Liaison Counsel for Defendant MDL No. 1507 [dft]</p><p>Liaison Counsel for Plaintiff MDL No. 1507 [pla]</p><p>Pfizer Inc.(T) MOW/4:10-cv-00157 [dft]</p><p>LLC Pharmacia & Upjohn(T) MOW/4:10-cv-00157 [dft]</p><p>Pharmacia & Upjohn Co., LLC(T) MOW/4:10-cv-00157 [dft]</p><p>Pharmacia Corp.(T) MOW/4:10-cv-00157 [dft]</p><p>Betty Quincy-Knight(T) MOW/4:10-cv-00157 [pla]</p><p>Wyeth Pharmaceuticals(T) MOW/4:10-cv-00157 [dft]</p></div> <p><input checked="" type="radio"/> No Group <input type="radio"/> All Defendants <input type="radio"/> All Plaintiffs <input type="radio"/> All Parties</p> <p><input type="button" value="Next"/> <input type="button" value="Clear"/></p>
--	---

11. On the following screen, you will be prompted to upload your motion and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. **The maximum file size for each document, including attachments, is 5MB.**

- Documents must be uploaded in the following order:
 - **Motion** (Main Document)
 - **Brief** (Attachment 1)
 - **Schedule of Actions** (Attachment 2)
 - **Proof of Service** (Attachment 3)
 - **Docket Sheet and Complaint** (Attachments 4 thru —)
 - **Optional attachments (OA Statement, Declarations, etc.** (upload before the proof of service)
- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** to continue; you may click **Clear** to start the upload process over.

ECF Civil Query Reports Utilities Search Logout

Transfer Motions
MDL No. 1507 IN RE: Prempro Products Liability Litigation

NOTICE!
Your motion and MANDATORY supporting documents must be uploaded in the following order:

Main Document - Motion
Attachment 1 - Brief
Attachment 2 - Schedule of Actions
Attachment 3 - Proof of Service*

Attachment 4 - Docket Sheet and Complaint – Combine each docket sheet and corresponding complaint into one PDF document and upload each document separately. Select *Complaint* as the category type. Enter the case district abbreviation, division and case number in the description field. For example, *CAN 5:10-9999*.

If attaching docket sheets and complaints as exhibits, upload each combined docket sheet and complaint separately. Select *Exhibit* from the category list and include the exhibit description. For example, *A (Complaint - CAN 5:10-9999)*.

*Optional attachments - OA Statement, Declarations, etc. (If optional attachments are submitted, upload them before the proof of service. Enter a description in the appropriate field, if necessary.)

Select the pdf document and any attachments.

Main Document
0:\USERS\LAYNE\MECF\Training Files [Browse]

Attachments	Category	Description
1. 0:\USERS\LAYNE\MECF\Training Files [Browse]	Brief	
2. 0:\USERS\LAYNE\MECF\Training Files [Browse]	Schedule of Actions	
3. 0:\USERS\LAYNE\MECF\Training Files [Browse]	Proof of Service	
4. 0:\USERS\LAYNE\MECF\Training Files [Browse]	Complaint	MOV 4 10-157
5. [Browse]		

[Next] [Clear]

12. The following screen shows the docket text containing all of the docketing details collected from the previous screens. This screen allows you to add to your docket entry. The drop-down list displays a list of pleading prefixes. For example, if this is an amended motion select Amended from the drop-down list to further define your docket entry.

If the docket text is satisfactory, click **Next** to continue. You may click the **Clear** button to reset the fields on this screen.

(**Note:** If necessary, you may use the Back button on your browser to return to previous screens to re-enter information.)

Transfer Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Docket Text: Modify as Appropriate.

Motion to Transfer (Tag-Along) -- 1 Action(s) -- Filed by Plaintiff Betty Quincy-Knight
(Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint MOW 4:10-157)
Associated Cases: MDL No. 1507, MOW/4:10-cv-00157 (Attorney, ImAnn)

13. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes is displayed. Otherwise, clicking Next will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the **Back** button on your browser to return to the text box on the previous screen to further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue and conclude this process.

Transfer Motions
 MDL No. 1507 IN RE: Prempro Products Liability Litigation

Docket Text: Final Text

**Motion to Transfer (Tag-Along) -- 1 Action(s) -- Filed by Plaintiff Betty Quincy-Knight
 (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint MOW
 4:10-157)Associated Cases: MDL No. 1507, MOW/4:10-cv-00157(Attorney, ImAnn)**

**Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further
 opportunity to modify this transaction if you continue.**

Source Document Path (for confirmation only):
 C:\fakepath\JPML Motion to Transfer.pdf pages: 1
 C:\fakepath\JPML Brief in Support.pdf pages: 1
 C:\fakepath\JPML Document.pdf pages: 1
 C:\fakepath\JPML Certificate of Service.pdf pages: 1
 C:\fakepath\COMPLAINT1.pdf pages: 1

14. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the Initial Motion to Transfer was filed and specified recipients were notified. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents. (**Note:** The NEF for a Motion to Transfer (Tag-Along Action) will only be sent to the filing attorney. Involved Counsel will be notified once the Motion is accepted by the Panel.)

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individual names who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

ECF Civil Query Reports Utilities Search Logout

Transfer Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

U.S. Judicial Panel on Multidistrict Litigation
 United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/13/2010 at 6:05 PM EDT and filed on 7/13/2010

Case Name: IN RE: Prempro Products Liability Litigation
 Case Number: [MDL No. 1507](#)
 Filer:
 Document Number: [941](#)

Docket Text:
Motion to Transfer (Tag-Along) -- 1 Action(s) -- Filed by Plaintiff Betty Quincy-Knight (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint MOW 4:10-157)Associated Cases: MDL No. 1507, MOW/4:10-cv-00157(Attorney, ImAnn)

Case Name: Betty Quincy-Knight v. Wyeth, Inc., et al.
 Case Number: [MOW 4:10-cv-00157](#)
 Filer: Betty Quincy-Knight
 Document Number: [1](#)

Docket Text:
Motion to Transfer (Tag-Along) -- 1 Action(s) -- Filed by Plaintiff Betty Quincy-Knight (Attachments: # (1) Brief, # (2) Schedule of Actions, # (3) Proof of Service, # (4) Complaint MOW 4:10-157)Associated Cases: MDL No. 1507, MOW/4:10-cv-00157(Attorney, ImAnn)

MDL No. 1507 Notice has been electronically mailed to:

John P Borger jborger_faegre.com@example.com
 William G Holt HoltG_garyholtw.com@example.com

MDL No. 1507 Notice will not be electronically mailed to:

MOW/4:10-cv-00157 Notice has been electronically mailed to:

MOW/4:10-cv-00157 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:n/a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/13/2010] [FileNumber=86163-0] [04b2cea4401ec95320f7521b54091ab660db06ec76766698d68270ad8ae54990ce80ae3b07f8408c38cd2eae904e43c1d5446f50d596446314290847761b5b]]

Document description:Brief
Original filename:n/a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/13/2010] [FileNumber=86163-1] [6b3f254b3c5e57d9df7693447e2285b357e219264a3e89cae825ce43e0d1eeba29325577d30e027a7c43cc57531aeb441670b86407f4bab855956d1de6b3ab42]]

Document description:Schedule of Actions
Original filename:n/a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/13/2010] [FileNumber=86163-2] [42861a744cafb59a668ea2067eb1893de8f0d0af0c4448a055267250c44b0f037b0967f94d11c3e91b8e0060aefff329679b93f4015ab13ef8518f0a49a03]]

Document description:CMECF.widgit.ProcessingWindowDestroy() STRONG=>Proof of Service
Original filename:n/a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/13/2010] [FileNumber=86163-3] [686768181763a3561e19dh36da6876f37e490713ce5d34fe6c67f3487b75f6ce80900706a3c1e3b9a3002e6059f33373bb6758e1802e200a2f446ce1862]]

Document description:Complaint MOW 4:10-157
Original filename:n/a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/13/2010] [FileNumber=86163-4] [c81eeb0a45d946817513f4333c955249ed489610379ca1c5f6e10c3c7241e969Dbcbf7f95ebf0e426442f1c5c447b3c6d0e379b059c3fc52875db15496d3]]

United States Judicial Panel on Multidistrict Litigation

CM/ECF Attorney User's Manual

Section 3 Docketing Events (Motions and Related Filings)

This section offers an overview of other motions, responses and replies.

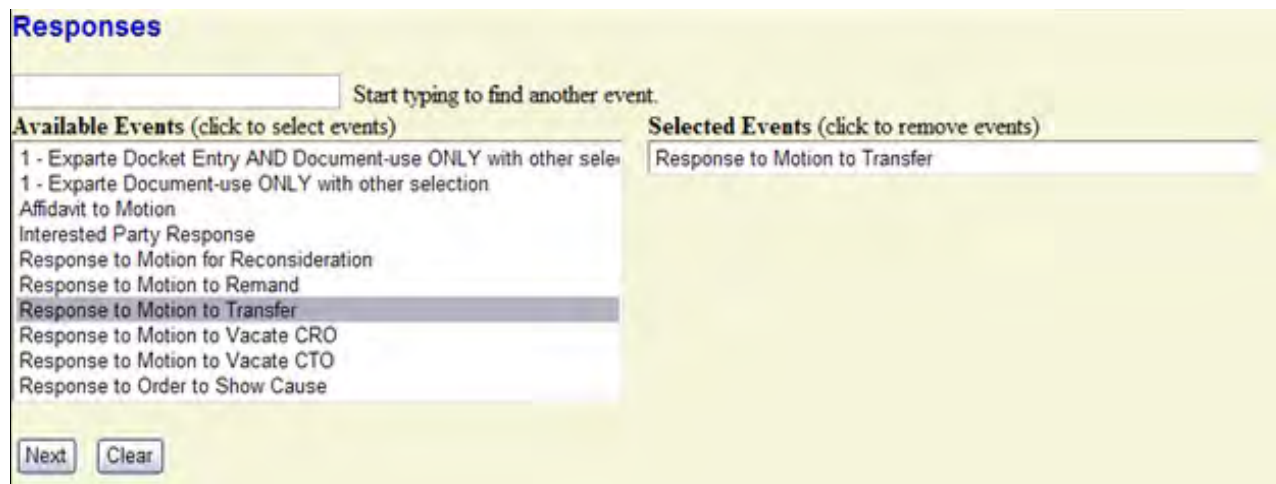
Attorneys should familiarize themselves with the **Rules of Procedure of the United States Judicial Panel on Multidistrict Litigation**, which can be found on the [Policies and Procedures](#) page in the CM/ECF section of the JPML website.

- Responses
- Replies
- Other Motions

Docketing a Response to a Motion to Transfer

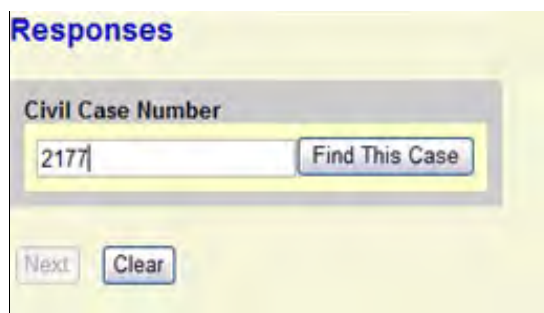
Use the following steps to docket a Response:

1. Open the **MDL Events** menu
2. In the **Motions and Related Filings** category, click on **Responses**
3. On the following screen, select the Response to Motion to Transfer event from the list of available events then click **Next**.

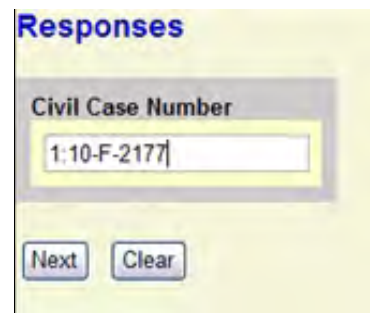


The screenshot shows the 'Responses' screen with a search bar at the top. Below the search bar, there are two columns: 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. The 'Available Events' list includes: '1 - Ex parte Docket Entry AND Document-use ONLY with other sele', '1 - Ex parte Document-use ONLY with other selection', 'Affidavit to Motion', 'Interested Party Response', 'Response to Motion for Reconsideration', 'Response to Motion to Remand', 'Response to Motion to Transfer' (highlighted), 'Response to Motion to Vacate CRO', 'Response to Motion to Vacate CTO', and 'Response to Order to Show Cause'. The 'Selected Events' list contains 'Response to Motion to Transfer'. At the bottom, there are 'Next' and 'Clear' buttons.

4. On the following screen enter the 4-digit MDL number and click the **Find This Case** button, then click **Next** to continue.

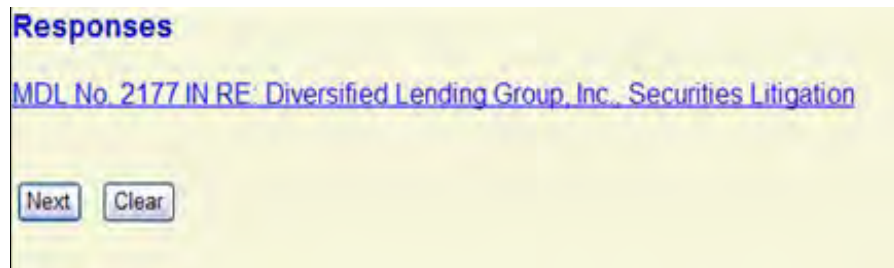


The screenshot shows the 'Responses' screen with a 'Civil Case Number' field containing '2177' and a 'Find This Case' button. Below the field, there are 'Next' and 'Clear' buttons.



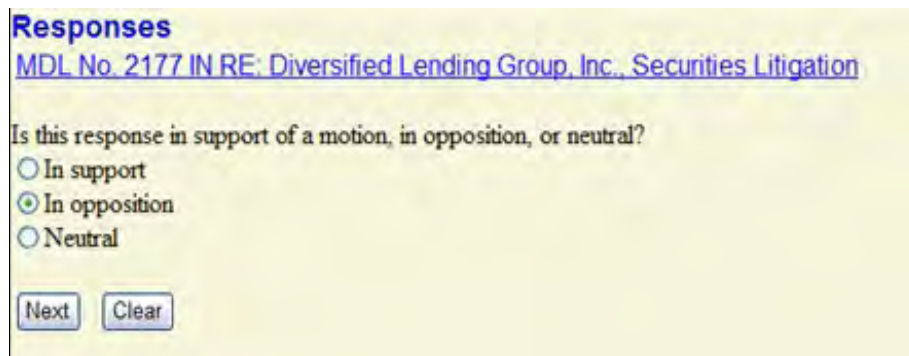
The screenshot shows the 'Responses' screen with a 'Civil Case Number' field containing '1:10-F-2177' and a 'Find This Case' button. Below the field, there are 'Next' and 'Clear' buttons.

5. On the following screen, the MDL number and title are displayed. In addition, you are asked if you would like to spread the docket entry. Click the appropriate button, then click **Next** to continue.



Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

6. On the following screen, you are asked if the response is in support of a motion, in opposition or neutral. Click the appropriate radio button then click **Next** to continue.



Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Is this response in support of a motion, in opposition, or neutral?

In support
 In opposition
 Neutral

7. On the following screen, you are asked if a memorandum is attached to your response. Click the appropriate radio button then click **Next** to continue.



Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Is memorandum attached?

Yes
 No

8. On the following screen, select the docketed event to which your filing relates, then click **Next** to continue.

Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the appropriate event(s) to which your event relates:

05/04/2010 [1](#) MOTION -- BRIEF, SCHEDULE OF ACTIONS (5 actions) Filed by deft. Jackson National Insurance Co. - SUGGESTED TRANSFEREE DISTRICT: C.D. California; SUGGESTED TRANSFEREE JUDGE: Judge Jacqueline H. Nguyen or Judge Manuel L. Real - w/cert of svc (tll) (e-f ile) Notified involved judges of Schedule of Actions (tll) Supplemental Certificate of Service rcv'd 5/4/10 (tb)

07/12/2010 [5](#) Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: *Plaintiff Jane Doe* (Attachments: # [1](#) Brief, # [2](#) Schedule of Actions, # [3](#) Proof of Service, # [4](#) Complaint CAC 2:10-444, # [5](#) Complaint MD 1:10-555)(Attorney, ImAnn)

9. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case(s) in which you are filing your document.)

Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

10. On the following screen, locate only the civil action(s) in which you are filing your document. **Responses to motions pending before the Panel must be docketed in all cases named on the motion.**

- Click the checkbox for each case.
- **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
- Click **Next** to continue.

Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

2177 (filed) 2177 (filed) 2177 (filed)

CAC/2-9-cv-483 CAC/2-10-cv-1554 MIW/1:9-cv-751

CAC/2-10-cv-444 FLM/6-9-cv-1905

CAC/2-10-cv-612 MD/1:10-cv-555

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

11. The following screen, displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Responses
MDL No. 2177 IN RE: Diversified Lending Group, Inc. Securities Litigation

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If using the radio button to select All Plaintiffs or All Defendants, **DE-SELECT** the Liaison Counsel for Plaintiff/Defendant parties by pressing **CTRL** on you keyboard and clicking on the party name with your mouse.

Pick Filer

Select the filer.

Select the Party: OR Select a Group:

No Group
 All Defendants
 All Plaintiffs
 All Parties

Liaison Counsel for Defendant dtf
Liaison Counsel for Plaintiff pta

Diane Marie Cano CAC/2:10-cv-00612 [dtf]
Jules Feir CAC/2:10-cv-00612 [pla]
Marianne Hartshorne CAC/2:10-cv-00612 [pla]
Robert Hartshorne CAC/2:10-cv-00612 [pla]
Jackson National Life Insurance Co. CAC/2:10-cv-00612 [dtf]
John S. Levitt CAC/2:10-cv-00612 [pla]
Steven B. Soltman CAC/2:10-cv-00612 [pla]
Diversified Lending Group, Inc. MW/1:09-cv-00751 [dtf]

Next Clear New Filer

12. On the following screen, you will be prompted to upload your document and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. The total maximum file size for each document, including attachments, is 5MB.

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** to continue, or **Clear** to start the upload process over.

Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the pdf document and any attachments.

Main Document

Attachments	Category	Description
1. <input type="text" value="O:\USERS\LAYNE\CMCF\Training Files"/> <input type="button" value="Browse..."/>	Memorandum	<input type="text"/>
2. <input type="text" value="O:\USERS\LAYNE\CMCF\Training Files"/> <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/>
3. <input type="text"/> <input type="button" value="Browse..."/>		<input type="text"/>

13. The following screen shows the docket text containing all of the docketing details collected from the previous screens. This screen allows you to add to your docket entry. The drop-down list displays a list of pleading prefixes. For example, if this is an amended response select Amended from the drop-down list to further define your docket entry.

If the docket text is satisfactory, click **Next** to continue. You may click the **Clear** button to reset the fields on this screen.

(**Note:** If necessary, you may use the Back button on your browser to return to previous screens to re-enter information.)

Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Modify as Appropriate.

RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: pldg. (5 in MDL No. 2177)) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # (1) Memorandum, # (2) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLN/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

14. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes is displayed. Otherwise, clicking Next will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the **Back** button on your browser to return to the text box on the previous screen to further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue and conclude this process.

Responses
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Final Text
RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: pldg. (5 in MDL No. 2177)) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # (1) Memorandum, # (2) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Response.pdf pages: 1
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1

15. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the document was filed and that notice of the filing has been emailed to the specified recipients. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents.

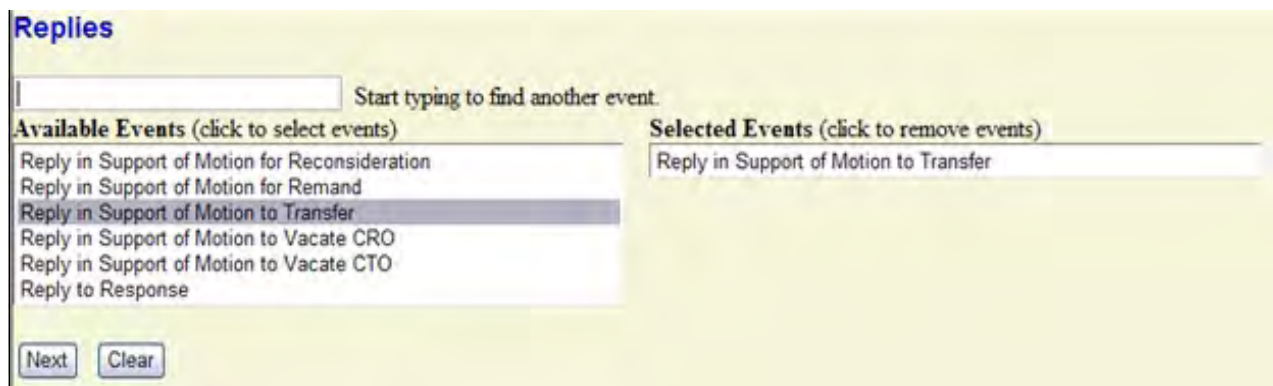
The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individual names who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

Docketing a Reply

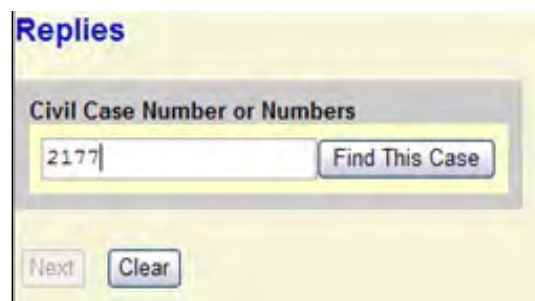
Use the following steps to docket a Reply:

1. Open the **MDL Events** menu.
2. In the **Motions and Related Filings** category, click on **Replies**
3. On the following screen, select the appropriate filing from the list of available events then click **Next**.



The screenshot shows a web interface titled "Replies". At the top, there is a search bar with the text "Start typing to find another event." Below this, there are two columns of event options. The left column is titled "Available Events (click to select events)" and contains a list of options: "Reply in Support of Motion for Reconsideration", "Reply in Support of Motion for Remand", "Reply in Support of Motion to Transfer" (which is highlighted), "Reply in Support of Motion to Vacate CRO", "Reply in Support of Motion to Vacate CTO", and "Reply to Response". The right column is titled "Selected Events (click to remove events)" and contains one option: "Reply in Support of Motion to Transfer". At the bottom left, there are two buttons: "Next" and "Clear".

4. On the following screen enter the MDL number and click the **Find This Case** button, then click **Next** to continue.



The screenshot shows a web interface titled "Replies". It features a section titled "Civil Case Number or Numbers" with a text input field containing the number "2177" and a button labeled "Find This Case". Below this section, there are two buttons: "Next" and "Clear".

5. The following screen displays a check list of every case in the Panel's CM/ECF database containing a match for the 4-digit number you entered on the previous screen. Select the MDL docket and click the **Next** to continue.

Replies

Civil Case Number or Numbers

1:10-F-2177

Select a case:

- GAN/1:03-cv-02177 Larry M. Russell, et. al. v. American Home Prod, et. al. (MDL 1203)
- KS/2:04-cv-02177 Laura Maes v. Wyeth, et al. (MDL 1203)
- MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation (MDL 2177)
- MN/0:06-cv-02177 Carolyn Harrison v. Wyeth, et al. (MDL 1507)
- MN/0:08-cv-02177 Clara Lieser v. Wyeth, et al. (MDL 1507)
- NJ/2:09-cv-02177 Michael Smith, et al. v. TicketMaster Entertainment, Inc., et al. (MDL 2078)

6. Verify the MDL number and title. If correct, click **Next** to continue.

Replies

[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

7. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.)
Click **Next** to continue.

Replies
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

8. On the following screen, locate only the civil action(s) in which you are filing your document.
- **Click the checkbox for each case.**
 - **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
 - Click **Next** to continue.

Replies
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

2177 (filed)	2177 (filed)	2177 (filed)
<input checked="" type="checkbox"/> CAC/29-cv-483	<input checked="" type="checkbox"/> CAC/2:10-cv-1554	<input checked="" type="checkbox"/> MIW/19-cv-751
<input type="checkbox"/> CAC/2:10-cv-444	<input checked="" type="checkbox"/> FLM/6:9-cv-1905	
<input checked="" type="checkbox"/> CAC/2:10-cv-612	<input type="checkbox"/> MD/1:10-cv-555	

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

9. The following screen, displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Replies
MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If All Plaintiffs or All Defendants is selected, be sure to DE-SELECT the Liaison Counsel by pressing CTRL on your keyboard and clicking on the party name with your mouse.

Pick Filer

Select the filer.

Collapse All Expand All

Liaison Counsel for Defendant dtt

Liaison Counsel for Plaintiff pla

Select the Party: OR

Select a Group:

- No Group
- All Defendants
- All Plaintiffs
- All Parties

Diane Marie Cano CAC/2:10-cv-00612 [dtt]

Jules Feir CAC/2:10-cv-00612 [pla]

Marianne Hartshorne CAC/2:10-cv-00612 [pla]

Robert Hartshorne CAC/2:10-cv-00612 [pla]

Jackson National Life Insurance Co. CAC/2:10-cv-00612 [dtt]

John S. Levitt CAC/2:10-cv-00612 [pla]

Steven B. Soltman CAC/2:10-cv-00612 [pla]

Diversified Lending Group, Inc. MIW/1:09-cv-00751 [dtt]

Next Clear New Filer

10. On the following screen, select the docketed event to which your filing relates, then click **Next** to continue.

ECF MDL Query Reports Utilities Search Logout

Replies
 MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

Select motion to transfer in which this relates.

Also select the response(s) to which the reply relates.

Select the appropriate event(s) to which your event relates:

MDL No. 2177

05/04/2010 [1](#) MOTION -- BRIEF, SCHEDULE OF ACTIONS (5 actions) Filed by deft. Jackson National Insurance Co. - SUGGESTED TRANSFEREE DISTRICT: C.D. California; SUGGESTED TRANSFEREE JUDGE: Judge Jacqueline H. Nguyen or Judge Manuel L. Real - w/cert of svc (tl) (e-file) Notified involved judges of Schedule of Actions (tl) Supplemental Certificate of Service recv'd 5/4/10 (tb)

07/12/2010 [5](#) Second MOTION TO TRANSFER with Brief in Support -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: *Plaintiff Jane Doe* (Attachments: # [1](#) Brief, # [2](#) Schedule of Actions, # [3](#) Proof of Service, # [4](#) Complaint CAC 2:10-444, # [5](#) Complaint MD 1:10-555)(Attorney, ImAnn)

07/14/2010 [6](#) RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: *pldg. (5 in MDL No. 2177)*) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # [1](#) Memorandum, # [2](#) Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

MIW/1:09-cv-00751

07/14/2010 [1](#) RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: *pldg. (5 in MDL No. 2177)*) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # [1](#) Memorandum, # [2](#) Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

CAC/2:10-cv-00612

07/14/2010 [1](#) RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: *pldg. (5 in MDL No. 2177)*) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # [1](#) Memorandum, # [2](#) Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

FLM/6:09-cv-01905

07/14/2010 [1](#) RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: *pldg. (5 in MDL No. 2177)*) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # [1](#) Memorandum, # [2](#) Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

CAC/2:09-cv-00483

07/14/2010 [1](#) RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: *pldg. (5 in MDL No. 2177)*) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # [1](#) Memorandum, # [2](#) Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

CAC/2:10-cv-01554

07/14/2010 [1](#) RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: *pldg. (5 in MDL No. 2177)*) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # [1](#) Memorandum, # [2](#) Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

11. On the following screen, you will be prompted to upload your document and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. The total maximum file size for each document, including attachments, is 5MB.

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** or you may click **Clear** to start the upload process over.

Replies
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the pdf document and any attachments.

Main Document
O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>		<input type="text"/>

12. The following screen allows you to review your docket entry. If the docket text is satisfactory, click **Next** to continue.

Replies
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Modify as Appropriate.

REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

13. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking **Next** will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the Back button to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue.

Replies
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Final Text

REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Reply.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1

14. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the document was filed and that notice of the filing has been emailed to the specified recipients. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individual names who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

ECF MDL - Query Reports - Utilities - Search Logout

Replies
 MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

U.S. Judicial Panel on Multidistrict Litigation
 United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/14/2010 at 1:05 PM EDT and filed on 7/14/2010.

Case Name: IN RE: Diversified Lending Group, Inc., Securities Litigation.
 Case Number: [MDL No. 2177](#)
 Filer:
 Document Number: 2

Docket Text:
 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

Case Name: Kenneth Marfield, et al. v. Jackson National Life Insurance Co., et al.
 Case Number: [FLM/6:09-cv-01905](#)
 Filer: Jackson National Life Insurance Co.
 Document Number: 2

Docket Text:
 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

Case Name: Martin L. Markowitz, et al. v. Diversified Lending Group, Inc., et al.
 Case Number: [CAC/2:09-cv-00483](#)
 Filer: Jackson National Life Insurance Co.
 Document Number: 2

Docket Text:
 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

Case Name: Steven B. Soltman, et al. v. Jackson National Life Insurance Co., et al.
 Case Number: [CAC/2:10-cv-00612](#)
 Filer: Jackson National Life Insurance Co.
 Document Number: 2

Docket Text:
 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

Case Name: Craig S. Ivie v. Diversified Lending Group, Inc., et al.
 Case Number: [MIW/1:09-cv-00751](#)
 Filer: Jackson National Life Insurance Co.
 Document Number: 2

Docket Text:
 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

Case Name: David A. Gill, et al. v. Bruce F. Friedman, et al.
 Case Number: [CAC/2:10-cv-01554](#)
 Filer: Jackson National Life Insurance Co.
 Document Number: 2

Docket Text:
 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (#) Filed by Jackson National Life Insurance Co. (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

MDL No. 2177 Notice has been electronically mailed to:
 MDL No. 2177 Notice will not be electronically mailed to:
 FLM/6:09-cv-01905 Notice has been electronically mailed to:
 FLM/6:09-cv-01905 Notice will not be electronically mailed to:
 CAC/2:09-cv-00483 Notice has been electronically mailed to:
 CAC/2:09-cv-00483 Notice will not be electronically mailed to:
 CAC/2:10-cv-00612 Notice has been electronically mailed to:
 CAC/2:10-cv-00612 Notice will not be electronically mailed to:
 MIW/1:09-cv-00751 Notice has been electronically mailed to:
 MIW/1:09-cv-00751 Notice will not be electronically mailed to:
 CAC/2:10-cv-01554 Notice has been electronically mailed to:
 CAC/2:10-cv-01554 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description: Main Document
 Original filename: a
 Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/14/2010] [FileNumber=86173-0] [be5c855b5349e80ac91f603e48807529976b2779a9c39c625a5bc0290c46586b57befc6d10755744662bed448109ae508da468c2b969ae95c28cf7eb3e7fc]]

Document description: Proof of Service
 Original filename: a
 Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/14/2010] [FileNumber=86173-1] [369e547ba28a0495de531021d4e5a8292e56376733a32fa27bde770d16ccr5fc6449b323d4bc358d37e0f1d8540a6a427c18dc82cfa8c7b59699b42b5dca26]]

Docketing Other Motions

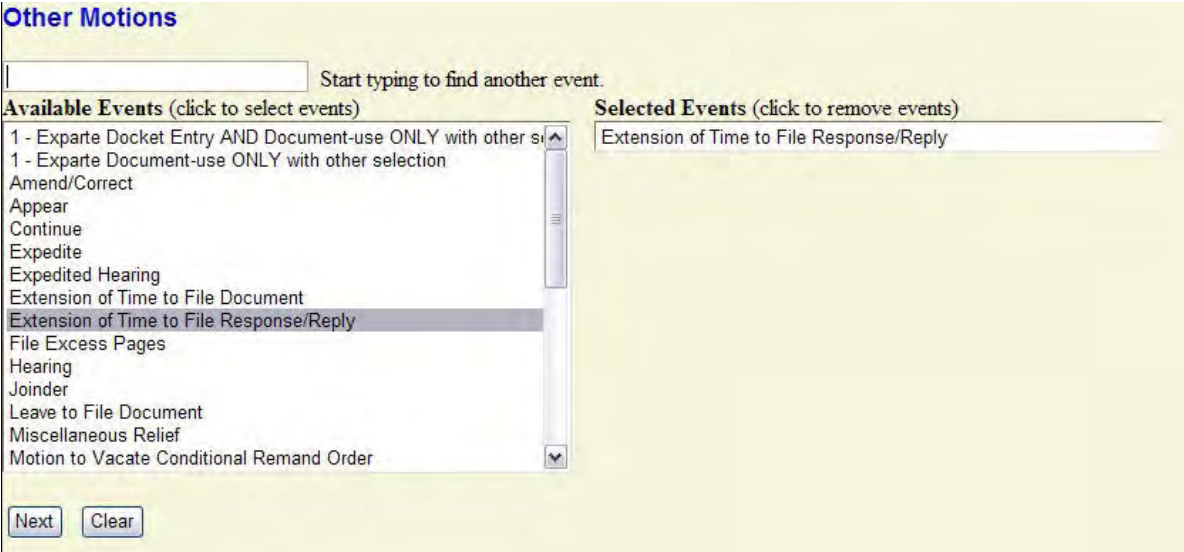
Listed below are **general** guidelines for docketing Motions before the Panel that **do not** ask for transfer of an action or actions to a single district for coordinated or consolidated pretrial proceedings.

Docketing events in this category may vary slightly from one event to the next. *Please see the MDL Events List for available motions.***

Many of the motions listed will be directly followed by a minute order or text only order issued by the Clerk of the Panel indicating the Clerk's decision on said motion.

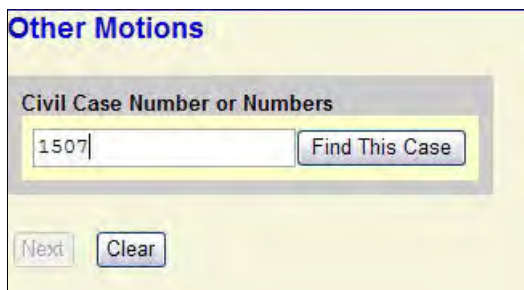
THE DIRECTIONS BELOW WILL DEMONSTRATE FILING A MOTION FOR EXTENSION OF TIME TO FILE A RESPONSE.

1. Open the **MDL Events** menu
2. In the **Motions and Related Filings** category, click on ***Other Motions***
3. On the following screen, select the appropriate filing from the list of available events then click **Next**.

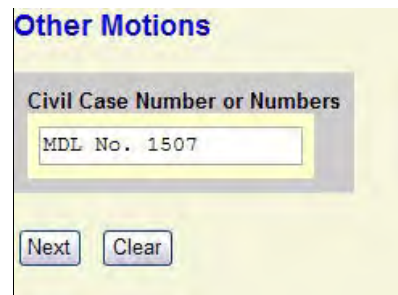


The screenshot displays the 'Other Motions' interface. At the top, there is a search bar with the placeholder text 'Start typing to find another event.' Below the search bar, the interface is divided into two columns: 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. The 'Available Events' list includes: '1 - Exparte Docket Entry AND Document-use ONLY with other s...', '1 - Exparte Document-use ONLY with other selection', 'Amend/Correct', 'Appear', 'Continue', 'Expedite', 'Expedited Hearing', 'Extension of Time to File Document', 'Extension of Time to File Response/Reply' (which is highlighted), 'File Excess Pages', 'Hearing', 'Joinder', 'Leave to File Document', 'Miscellaneous Relief', and 'Motion to Vacate Conditional Remand Order'. The 'Selected Events' column contains 'Extension of Time to File Response/Reply'. At the bottom of the interface, there are two buttons: 'Next' and 'Clear'.

4. On the following screen enter the MDL number and click the **Find This Case** button, then click **Next** to continue.



The screenshot shows a web interface titled "Other Motions". Below the title is a section labeled "Civil Case Number or Numbers". Inside this section, there is a text input field containing the number "1507" and a button labeled "Find This Case". Below the input field and button are two buttons: "Next" and "Clear".



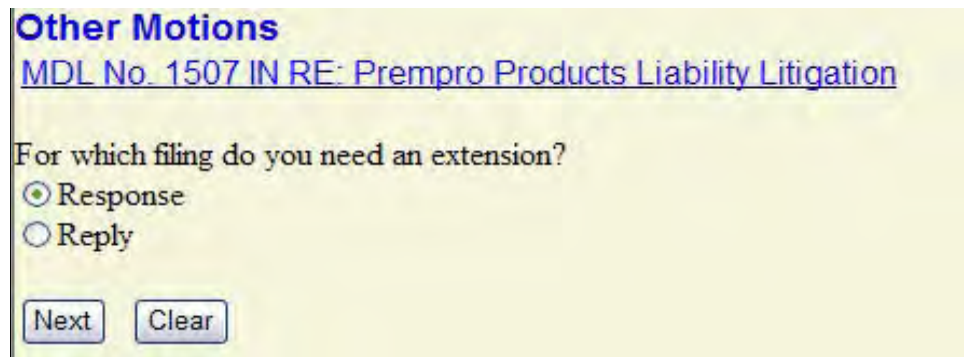
The screenshot shows the same "Other Motions" interface. The text input field now contains "MDL No. 1507". The "Find This Case" button is no longer visible. The "Next" and "Clear" buttons remain at the bottom.

5. Verify the MDL number and name then click **Next** to continue.



The screenshot shows the "Other Motions" interface. The text input field now displays the full MDL name: "MDL No. 1507 IN RE: Prempro Products Liability Litigation". The "Next" and "Clear" buttons are still present at the bottom.

6. On the following screen, you are asked for which filing you are requesting an extension. Select an answer and click Next to proceed.

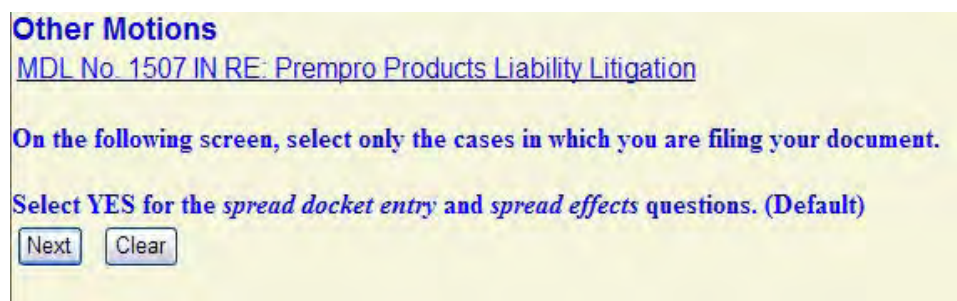


Other Motions
MDL No. 1507 IN RE: Prempro Products Liability Litigation

For which filing do you need an extension?

Response
 Reply

7. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.) Click **Next** to continue.



Other Motions
MDL No. 1507 IN RE: Prempro Products Liability Litigation

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

8. On the following screen, select only the civil action(s) in which you are filing your document.

- Click the checkbox for your case(s).
- DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.
- Click **Next** to continue.

Other Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

1507 (filed)	1507 (filed)	1507 (filed)	1507 (filed)	1507 (filed)
<input type="checkbox"/> ALM/1:6-cv-273	<input type="checkbox"/> FLS/0:6-cv-60298	<input type="checkbox"/> MN/0:7-cv-3554	<input type="checkbox"/> MN/0:8-cv-2878	<input type="checkbox"/> MN/0:8-cv-4499
<input type="checkbox"/> ALM/1:6-cv-671	<input type="checkbox"/> FLS/0:6-cv-60369	<input type="checkbox"/> MN/0:7-cv-3585	<input type="checkbox"/> MN/0:8-cv-2879	<input type="checkbox"/> MN/0:8-cv-4500
<input type="checkbox"/> ALM/2:3-cv-96	<input type="checkbox"/> FLS/0:6-cv-60679	<input type="checkbox"/> MN/0:7-cv-3602	<input type="checkbox"/> MN/0:8-cv-2880	<input type="checkbox"/> MN/0:8-cv-4501
<input type="checkbox"/> ALM/2:4-cv-864	<input type="checkbox"/> FLS/0:6-cv-60958	<input type="checkbox"/> MN/0:7-cv-3603	<input type="checkbox"/> MN/0:8-cv-2881	<input type="checkbox"/> MN/0:8-cv-4502
<input type="checkbox"/> ALM/2:4-cv-1080	<input type="checkbox"/> FLS/0:8-cv-60466	<input type="checkbox"/> MN/0:7-cv-3604	<input type="checkbox"/> MN/0:8-cv-2882	<input type="checkbox"/> MN/0:8-cv-4503
<input type="checkbox"/> ALM/2:5-cv-624	<input type="checkbox"/> FLS/1:2-cv-22692	<input type="checkbox"/> MN/0:7-cv-3605	<input type="checkbox"/> MN/0:8-cv-2883	<input type="checkbox"/> MN/0:8-cv-4504
<input type="checkbox"/> ALM/2:10-cv-220	<input type="checkbox"/> FLS/1:3-cv-20471	<input type="checkbox"/> MN/0:7-cv-3606	<input type="checkbox"/> MN/0:8-cv-2884	<input type="checkbox"/> MN/0:8-cv-4505

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

9. The following screen, displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Other Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If All Plaintiffs or All Defendants is selected, **DE-SELECT** Liaison Counsel for Plaintiff/Defendant by pressing CTRL on your keyboard and clicking on the party name with your mouse.

Pick Filer

Collapse All Expand All

Liaison Counsel for Defendant dft

Liaison Counsel for Plaintiff pla

Select the filer.

Select the Party: OR

Select a Group:

No Group
 All Defendants
 All Plaintiffs
 All Parties

Liaison Counsel for Defendant MDL No. 1507 [dft]
Liaison Counsel for Plaintiff MDL No. 1507 [pla]
Pfizer Inc.(T) MOW/4:10-cv-00157 [dft]
LLC Pharmacia & Upjohn(T) MOW/4:10-cv-00157 [dft]
Pharmacia & Upjohn Co., LLC(T) MOW/4:10-cv-00157 [dft]
Pharmacia Corp.(T) MOW/4:10-cv-00157 [dft]
Betty Quincy-Knight(T) MOW/4:10-cv-00157 [pla]
Wyeth Pharmaceuticals(T) MOW/4:10-cv-00157 [dft]

Next Clear New Filer

10. On the following screen, you will be prompted to upload your document and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. The total maximum file size for each document, including attachments, is 5MB.

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** or you may click **Clear** to start the upload process over.

Other Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Select the pdf document and any attachments.

Main Document
O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service <input type="button" value="v"/>	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>	<input type="button" value="v"/>	<input type="text"/>

11. The following screen allows you to review your docket entry. If the docket text is satisfactory, click **Next** to continue. (If modifications are needed, use the **Back** button on your browser to return to previous screens in this event and make changes as necessary.)

Other Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Docket Text: Modify as Appropriate.

MOTION FOR EXTENSION OF TIME TO FILE RESPONSE re: pldg. (941 in MDL No. 1507, 1 in MOW/4:10-cv-00157) Filed by Defendants Pfizer Inc., LLC Pharmacia & Upjohn, Pharmacia & Upjohn Co., LLC, Pharmacia Corp., Wyeth Pharmaceuticals, Wyeth, Inc. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 1507, MOW/4:10-cv-00157 (Attorney, ImAnn)

12. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking **Next** will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the Back button to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue.

Other Motions
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Docket Text: Final Text

MOTION FOR EXTENSION OF TIME TO FILE RESPONSE re: pldg. (941 in MDL No. 1507, 1 in MOW/4:10-cv-00157) Filed by Defendants Pfizer Inc., LLC Pharmacia & Upjohn, Pharmacia & Upjohn Co., LLC, Pharmacia Corp., Wyeth Pharmaceuticals, Wyeth, Inc. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 1507, MOW/4:10-cv-00157 (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1

13. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the document was filed and that notice of the filing has been emailed to the specified recipients. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individual names who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

Other Motions

[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

U.S. Judicial Panel on Multidistrict Litigation

United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/14/2010 at 2:10 PM EDT and filed on 7/14/2010

Case Name: IN RE: Prempro Products Liability Litigation

Case Number: [MDL No. 1507](#)

Filer:

Document Number: [942](#)

Docket Text:

MOTION FOR EXTENSION OF TIME TO FILE RESPONSE re: pldg. (941 in MDL No. 1507, 1 in MOW/4:10-cv-00157) Filed by Defendants Pfizer Inc., LLC Pharmacia & Upjohn, Pharmacia & Upjohn Co., LLC, Pharmacia Corp., Wyeth Pharmaceuticals, Wyeth, Inc. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 1507, MOW/4:10-cv-00157 (Attorney, ImAnn)

Case Name: Betty Quincy-Knight v. Wyeth, Inc., et al.

Case Number: [MOW/4:10-cv-00157](#)

Filer:

Pfizer Inc.
Pharmacia Corp.
Wyeth Pharmaceuticals
Wyeth, Inc.
LLC Pharmacia & Upjohn
Pharmacia & Upjohn Co., LLC

Document Number: [2](#)

Docket Text:

MOTION FOR EXTENSION OF TIME TO FILE RESPONSE re: pldg. (941 in MDL No. 1507, 1 in MOW/4:10-cv-00157) Filed by Defendants Pfizer Inc., LLC Pharmacia & Upjohn, Pharmacia & Upjohn Co., LLC, Pharmacia Corp., Wyeth Pharmaceuticals, Wyeth, Inc. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 1507, MOW/4:10-cv-00157 (Attorney, ImAnn)

MDL No. 1507 Notice has been electronically mailed to:

John P Borger jborger_faegre.com@example.com

William G Holt HoltG_garyholtlaw.com@example.com

MDL No. 1507 Notice will not be electronically mailed to:

MOW/4:10-cv-00157 Notice has been electronically mailed to:

MOW/4:10-cv-00157 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document

Original filename:n/a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/14/2010] [FileNumber=86176-0] [26c1606fb6dfac6a8008d12202286ed75e0856ad262d99ca20acf94de6015e2db6478461f26b1312703352e841517c3bfba5fb96bc22af2f5ec75631553cfd79]]

Document description:Proof of Service

Original filename:n/a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/14/2010] [FileNumber=86176-1] [bcd756c58d6cc2cf7e21ce5492188760d69926795144de19645a9483ca62d901174129b0b81d882482176c8f6c5b4d0c9f905eaa2aa90673f8353e077a5ebff0]]

CMECF.widgit.ProcessingWindowDestroy() >

United States Judicial Panel on Multidistrict Litigation

CM/ECF Attorney User's Manual

Section 4 Docketing Events (Notices and Other Filings)

This section offers an overview of various notices and other documents to be filed electronically on the U.S. Judicial Panel on Multidistrict Litigation's (JPML) CM/ECF site.

Attorneys should familiarize themselves with the **Rules of Procedure of the United States Judicial Panel on Multidistrict Litigation**, which can be found on the [Policies and Procedures](#) page in the CM/ECF section of the JPML website.

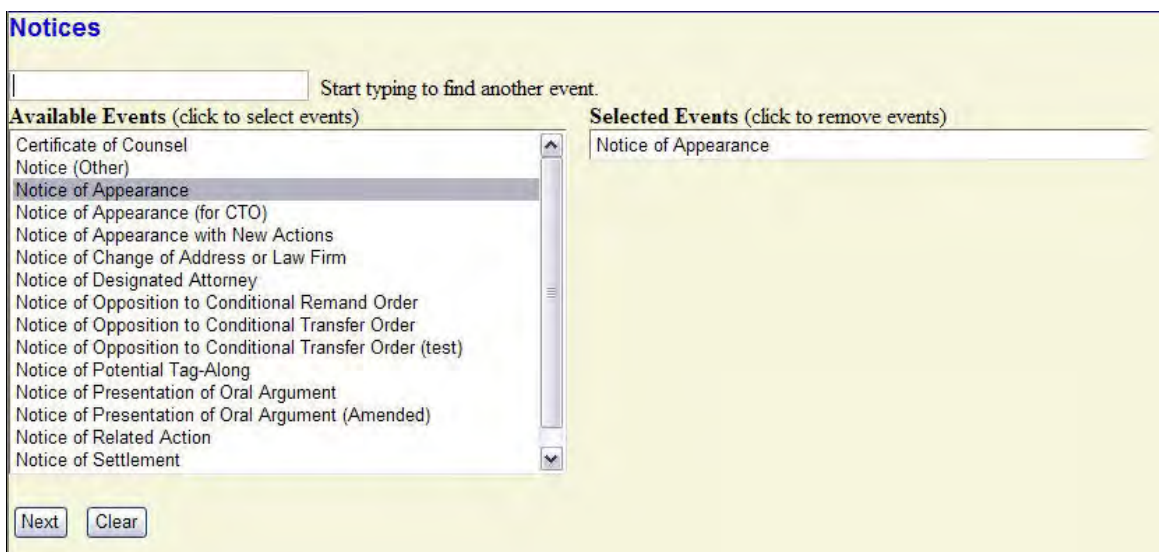
- Notice of Appearance
- Corporate Disclosure Statement
- Notice of Related Action
- Notice of Potential Tag-Along Action
- Supplemental Documents
- Withdrawals
- Service of Process

Docketing a Notice of Appearance (in MDL's not yet transferred)

Pursuant to JPML Rule 4.1(c), each party or designated attorney shall notify the Clerk of the Panel, in writing, of the name, physical address and email address of the attorney designated to receive service of filings related to practice before the Judicial Panel on Multidistrict Litigation. An appearance shall be filed within 14 days of the pleading which commences an MDL proceeding involving the affected party. **ONLY ONE APPEARANCE SHALL BE FILED FOR EACH PARTY.**

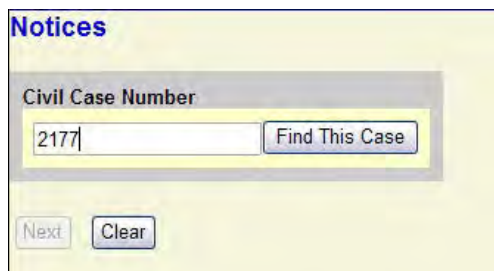
Use the following steps to docket an Notice of Appearance:

1. Open the **MDL Events** menu
2. In the **Notices and Other Filings** category, click on *Notices*
3. On the following screen, select *Notice of Appearance* from the list of available events then click **Next**.



The screenshot shows the 'Notices' interface. At the top, there is a search bar with the placeholder text 'Start typing to find another event.' Below this, there are two columns: 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. The 'Available Events' list includes: Certificate of Counsel, Notice (Other), Notice of Appearance (highlighted), Notice of Appearance (for CTO), Notice of Appearance with New Actions, Notice of Change of Address or Law Firm, Notice of Designated Attorney, Notice of Opposition to Conditional Remand Order, Notice of Opposition to Conditional Transfer Order, Notice of Opposition to Conditional Transfer Order (test), Notice of Potential Tag-Along, Notice of Presentation of Oral Argument, Notice of Presentation of Oral Argument (Amended), Notice of Related Action, and Notice of Settlement. The 'Selected Events' column contains 'Notice of Appearance'. At the bottom, there are 'Next' and 'Clear' buttons.

4. On the following screen enter the MDL number and click the **Find This Case** button, then click **Next** to continue.

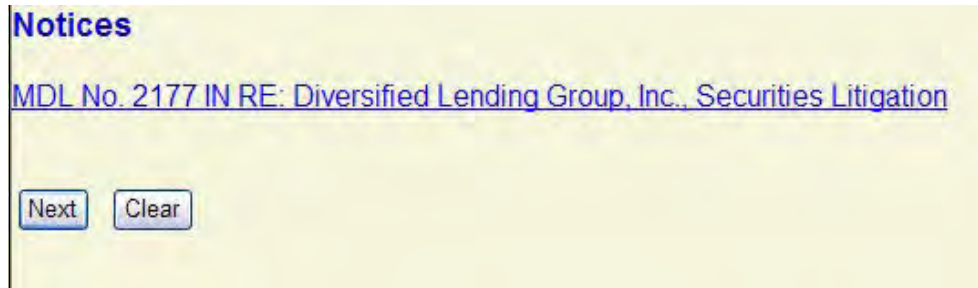


The screenshot shows the 'Notices' interface. The 'Civil Case Number' field contains the text '2177'. To the right of the field is a button labeled 'Find This Case'. Below the field, there are 'Next' and 'Clear' buttons.



The screenshot shows the 'Notices' interface. The 'Civil Case Number' field contains the text 'MDL No. 2177'. Below the field, there are 'Next' and 'Clear' buttons.

5. Verify the MDL number and title. If correct, click **Next** to continue.



Notices
MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

6. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.)
Click **Next** to continue.



Notices
MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

7. On the following screen, locate only the civil action(s) in which you are filing your document.
- **Click the checkbox for each case.**
 - **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
 - Click **Next** to continue.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

2177 (filed)	2177 (filed)	2177 (filed)
<input type="checkbox"/> CAC/2:9-cv-483	<input checked="" type="checkbox"/> CAC/2:10-cv-1554	<input type="checkbox"/> MIW/1:9-cv-751
<input type="checkbox"/> CAC/2:10-cv-444	<input type="checkbox"/> FLM/6:9-cv-1905	
<input type="checkbox"/> CAC/2:10-cv-612	<input type="checkbox"/> MD/1:10-cv-555	

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

8. The following screen, displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.
- **Select only the parties on behalf of whom you are filing your document.**
 - **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
 - Once all filing parties are selected, click **Next** to continue.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If All Plaintiffs or All Defendants is selected, **DE-SELECT** Liaison Counsel for Plaintiff/Defendant by pressing **CTRL** on your keyboard and clicking on the party name with your mouse.

Pick Filer

Select the filer.

Select the Party: **OR** Select a Group:

<p>Collapse All Expand All</p> <p>Liaison Counsel for Defendant dft</p> <p>Liaison Counsel for Plaintiff pla</p>	<p> <input type="radio"/> No Group <input type="radio"/> All Defendants <input type="radio"/> All Plaintiffs <input type="radio"/> All Parties </p>
---	--

LLC Corzan Capital Management CAC/2:10-cv-01554 [dft]
 John Curtis CAC/2:10-cv-01554 [dft]
 DXB, Inc. CAC/2:10-cv-01554 [dft]
 Diversified Financial Strategies, Inc. CAC/2:10-cv-01554 [dft]
 Michael D. Erony CAC/2:10-cv-01554 [dft]
 Bruce F. Friedman CAC/2:10-cv-01554 [dft]
 Andrew John Funnell CAC/2:10-cv-01554 [dft]
 David A. Gill CAC/2:10-cv-01554 [pla]

Next Clear New Filer

9. The following screen displays when an attorney/party association does not exist for the selected cases. (*ie*, when the filing attorney is not already named in the case.)

Check the boxes on the left of the screen to create an association for the parties and attorneys.

If the association should **not** be created, be sure the boxes are **unchecked**.

Click **Next** to continue.

Note: The JPML imports case participant information directly from the district court. At times, case participants are added to the district court docket sheet **after** the case has been imported by the JPML and, as a result, will not appear on the JPML docket for that civil action.

Creating a party/attorney association allows a filing attorney to be added to a party and case in which they are filing a document **while the case is before the Judicial Panel on Multidistrict Litigation**. Attorneys named in these cases will receive service of documents filed before the Panel. ****Creating an association does not constitute filing a Notice of Appearance.**

The association of a party and attorney in a case before the Panel has no affect on cases in the transferor or transferee district court. Attorneys should follow the district courts' local rules to ensure they and their parties are properly named in actions in the district courts.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

The following attorney/party associations do not exist for the above case(s).

Please check the box on the left of the screen for associations which should be created.

If the association should *not* be created, be sure the box is *unchecked*<

CAC/2:10-cv-01554 David A. Gill, etc. v. Bruce F. Friedman, et al.

David A. Gill (pty:pla) represented by ImAnn Attorney (aty) Lead Notice

10. On the following screen, you will be prompted to upload the appearance and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. The maximum file size for each attachment is 5MB.

- Verify the “Date Document Filed”. The default entry is the current date, but it may be manually changed by typing the date into the field or using the calendar button.
- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** or you may click **Clear** to start the upload process over.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the pdf document and any attachments.

Main Document
 O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/>	<input type="text"/>

11. On the following screen, select the docketed event(s) to which your filing relates, then click **Next** to continue.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the appropriate event(s) to which your event relates:

MDL No. 2177

05/04/2010 [1](#) MOTION -- BRIEF, SCHEDULE OF ACTIONS (5 actions) Filed by deft. Jackson National Insurance Co. - SUGGESTED TRANSFEREE DISTRICT: C.D. California; SUGGESTED TRANSFEREE JUDGE: Judge Jacqueline H. Nguyen or Judge Manuel L. Real - w/cert of svc (tll) (e-file) Notified involved judges of Schedule of Actions (tll) Supplemental Certificate of Service recv'd 5/4/10 (tb)

07/12/2010 [5](#) Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: *Plaintiff Jane Doe* (Attachments: # [1](#) Brief, # [2](#) Schedule of Actions, # [3](#) Proof of Service, # [4](#) Complaint CAC 2:10-444, # [5](#) Complaint MD 1:10-555)(Attorney, ImAnn)

12. The following screen allows you to review your docket entry. If the docket text is satisfactory, click **Next** to continue.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: **Modify as Appropriate.**

NOTICE OF APPEARANCE re: pldg (1 in MDL No. 2177) Filed by ImAnn Attorney on behalf of David A. Gill (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

13. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking **Next** will commit the transaction. Therefore, you should:

- Verify the docket text.
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the Back button to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: **Final Text**

NOTICE OF APPEARANCE re: pldg (1 in MDL No. 2177) Filed by ImAnn Attorney on behalf of David A. Gill (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Appearance.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1

14. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the Notice of Appearance was filed and that notice of the filing has been emailed to the specified recipients. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individual names who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

ECF MDL - Query Reports - Utilities - Search Logout

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

U.S. Judicial Panel on Multidistrict Litigation
 United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/14/2010 at 6:25 PM EDT and filed on 7/14/2010
Case Name: IN RE: Diversified Lending Group, Inc., Securities Litigation
Case Number: [MDL No. 2177](#)
Filer:
Document Number: [8](#)

Docket Text:
NOTICE OF APPEARANCE re: pldg (1 in MDL No. 2177) Filed by ImAnn Attorney on behalf of David A. Gill (Attachments: # (1) Proof of Service)

Associated Cases: [MDL No. 2177, CAC/2:10-cv-01554 \(Attorney, ImAnn\)](#)

Case Name: David A. Gill, etc. v. Bruce F. Friedman, et al.
Case Number: [CAC/2:10-cv-01554](#)
Filer: David A. Gill
Document Number: [2](#)

Docket Text:
NOTICE OF APPEARANCE re: pldg (1 In MDL No. 2177) Filed by ImAnn Attorney on behalf of David A. Gill (Attachments: # (1) Proof of Service)

Associated Cases: [MDL No. 2177, CAC/2:10-cv-01554 \(Attorney, ImAnn\)](#)

MDL No. 2177 Notice has been electronically mailed to:

MDL No. 2177 Notice will not be electronically mailed to:

CAC/2:10-cv-01554 Notice has been electronically mailed to:
 ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAC/2:10-cv-01554 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:m/a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/14/2010] [FileNumber=86182-0] [81d0f00d368104fb27881a3d8340a5bf42ff12f964712c98a82f45d29e1ddfb9915e2d6df5182cc3e0172f1a1caf760683c667764e834b4a6621f7c7fbcad3]]

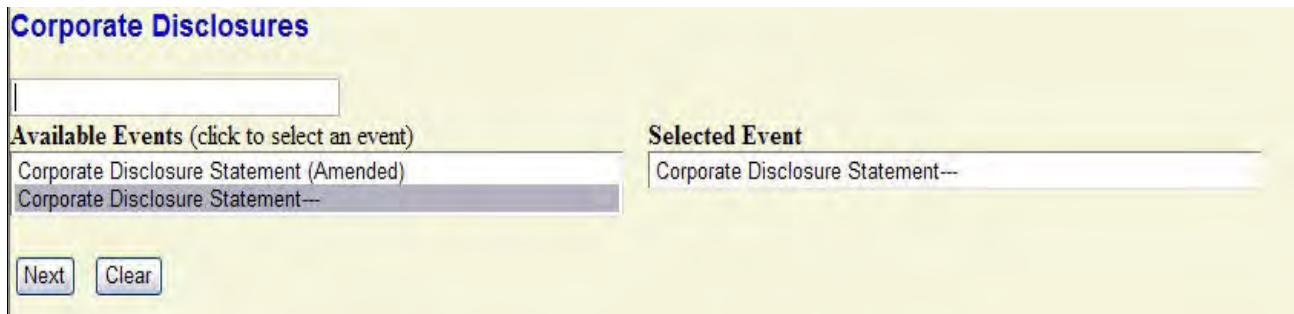
Document description:Proof of Service
Original filename:m/a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/14/2010] [FileNumber=86182-1] [2073ac5cdd9cf3ecc1f271ea11eb21c0eb1368af503f130b6b7c048a654b2fab922e4904acbc0a0476d13c876cf39edc8f9d586fddcd6099a83f1ccc4a5a]]

Docketing a Corporate Disclosure Statement

Pursuant to JPML Rule 5.1, each non-governmental corporate party to a matter before the Panel shall file a statement identifying all its parent corporations and any publicly held company that owns 10% or more of the party's stock.

Use the following steps to docket a Corporate Disclosure Statement:

1. Open the **MDL Events** menu
2. In the **Notices and Other Filings** category, click on *Corporate Disclosures*
3. On the following screen, select *Corporate Disclosure Statement* from the list of available events then click **Next**.



The screenshot shows a web interface titled "Corporate Disclosures". At the top left is a search bar. Below it, there are two columns: "Available Events (click to select an event)" and "Selected Event". The "Available Events" list contains "Corporate Disclosure Statement (Amended)" and "Corporate Disclosure Statement--". The "Selected Event" dropdown menu is set to "Corporate Disclosure Statement--". At the bottom left, there are "Next" and "Clear" buttons.

4. On the following screen enter the MDL number and click **Find This Case**, then click **Next** to continue.



The screenshot shows the "Corporate Disclosures" screen. A "Civil Case Number" field contains the number "2177". To the right of this field is a "Find This Case" button. Below the field and button are "Next" and "Clear" buttons.



The screenshot shows the "Corporate Disclosures" screen. The "Civil Case Number" field now contains "MDL No. 2177" and is highlighted with a yellow border. Below the field are "Next" and "Clear" buttons.

5. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.)
Click **Next** to continue.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

6. On the following screen, locate only the civil action(s) in which you are filing your document.

- **Click the checkbox for each case.**
- **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
- Click **Next** to continue.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

2177 (filed)	2177 (filed)	2177 (filed)
<input type="checkbox"/> CAC/2:9-cv-483	<input checked="" type="checkbox"/> CAC/2:10-cv-1554	<input type="checkbox"/> MIW/1:9-cv-751
<input type="checkbox"/> CAC/2:10-cv-444	<input type="checkbox"/> FLM/6:9-cv-1905	
<input type="checkbox"/> CAC/2:10-cv-612	<input type="checkbox"/> MD/1:10-cv-555	

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

7. The following screen, displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Corporate Disclosures
MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If All Plaintiffs or All Defendants is selected, DE-SELECT Liaison Counsel for Plaintiff/Defendant by pressing CTRL on your keyboard and clicking on the party name with your mouse.

Pick Filer

Collapse All Expand All

Liaison Counsel for Defendant dft

Liaison Counsel for Plaintiff pla

Select the filer.

Select the Party: OR

Select a Group:

- No Group
- All Defendants
- All Plaintiffs
- All Parties

David A. Gill CAC/2:10-cv-01554 [pla]

Brian Nathan Gledhill CAC/2:10-cv-01554 [dft]

Mark Steven Gutentag CAC/2:10-cv-01554 [dft]

Freddie Hooker CAC/2:10-cv-01554 [dft]

Shirley Lou Howard CAC/2:10-cv-01554 [dft]

Stephanie Izen CAC/2:10-cv-01554 [dft]

Forrest Nolan Jackson CAC/2:10-cv-01554 [dft]

Jackson National Life Insurance Co. CAC/2:10-cv-01554 [dft]

Next Clear New Filer

8. The following screen begins the addition of the corporate parents an/or corporate affiliates. Click **Next** to continue.

Corporate Disclosures
MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

Add Corporate Parent(s) and/or Corporate Affiliate(s).

Next Clear

9. Enter the name of the corporate entity you'd like to add, then click **Search**.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Search for a corporate parent or other affiliate

Last/Business name

10 A. The following screen displays the search results. Click on the corporate parent or other affiliate name then click **Select Name From List**. Proceed to Step 11 below. (If the corporate name is not listed, follow step 10B to add a new corporate parent or affiliate.)

Search for a corporate parent or other affiliate

Last/Business name

Corporate parent or other affiliate search results

10 B. If the corporate parent or affiliate name is not listed, click the **Create New Corporate Parent or Other Affiliate** button to add a new corporate party to the system.

Type in the corporate party and select the corporate type from the drop-down list. (Options are: *Corporate Parent* and *Other Affiliate*.)

Click **Add Corporate Parent or Other Affiliate** to continue.

The screenshot shows a form titled "Corporate Parent or Other Affiliate Information". It contains the following fields and controls:

- Last/Business name:** Text input field containing "Brooke Life Insurance LLC".
- First name:** Empty text input field.
- Middle name:** Empty text input field.
- Type:** Drop-down menu with "Corporate Parent" selected.
- Buttons:** "Add corporate parent or other affiliate" (highlighted in blue) and "Clear".
- Text:** "Click the Add corporate parent or other affiliate button to return to the Corporate parent or other affiliate search screen."

11. On the following screen, select the filing party(s) the corporate parent/other affiliate relates to. To select more than one, hold down the **Ctrl** button on the keyboard while clicking on the party name with your mouse. Click the **Next** button to continue.

The screenshot shows a screen titled "Corporate Disclosures" with the following content:

- MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation**
- Adding new corporate parent or other affiliate.**
- Select the Party:**
- Party Selection List:** A list box containing "Jackson National Life Insurance Co. [Defendant] CAC/2-10-cv-01554".
- Buttons:** "Next" and "Clear".

12. The following screen shows the corporate parents and other affiliates added thus far. Here, you may search for another corporate party/other affiliate to add or end the addition/selection process. If you are done, click **End Corporate Parent or Other Affiliation**.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Search for a corporate parent or other affiliate

Last/Business name

Corporate parents and other affiliates added thus far:
Jackson National Life Insurance Co. Corporate Parent Brooke Life Insurance Co.

13. The following screen states select the document to which this corporate disclosure statement relates. Click the checkbox and click **Next** to continue.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the document(s) to which this Corporate Disclosure relates.

Should the document you are filing link to another document in this case?

Filed to

Documents to

14. Click the checkbox to select the related document(s), then click Next to continue.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the appropriate event(s) to which your event relates:

MDL No. 2177

07/12/2010 [5](#) Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: *Plaintiff Jane Doe* (Attachments: # [1](#) Brief, # [2](#) Schedule of Actions, # [3](#) Proof of Service, # [4](#) Complaint CAC 2:10-444, # [5](#) Complaint MD 1:10-555)(Attorney, ImAnn)

15. On the following screen, you will be prompted to upload your corporate disclosure statement and any supporting attachments. **Note: All documents are to be uploaded in PDF format. The maximum file size for each attachment is 5MB.**

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the “Remove” button located to the right of the description box.
- Once all documents are uploaded, click **Next** or you may click **Clear** to start the upload process over.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Select the pdf document and any attachments.

Main Document
 O:\USERS\LAYNE\MECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\MECF\Training Files <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/>	<input type="text"/>

16. The following screen allows you to review your docket entry. If the docket text is satisfactory, click **Next** to continue.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Modify as Appropriate.

CORPORATE DISCLOSURE STATEMENT re: pldg. (5 in MDL No. 2177) Identifying Corporate Parent Brooke Life Insurance Co. for Jackson National Life Insurance Co. . (Attachments: # (1) Proof of Service)
 Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

17. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking **Next** will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the Back button to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue.

Corporate Disclosures
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Final Text

CORPORATE DISCLOSURE STATEMENT re: pldg. (5 in MDL No. 2177) Identifying Corporate Parent Brooke Life Insurance Co. for Jackson National Life Insurance Co.. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
 C:\fakepath\JPML Corporate Disclosure.pdf pages: 1
 C:\fakepath\JPML Certificate of Service.pdf pages: 1

18. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the document was filed and that notice of the filing has been emailed to the specified recipients. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individual names who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

Corporate Disclosures
MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

U.S. Judicial Panel on Multidistrict Litigation

United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/15/2010 at 7:46 AM EDT and filed on 7/15/2010

Case Name: IN RE: Diversified Lending Group, Inc., Securities Litigation

Case Number: MDL No. 2177

Filer:

Document Number: 2

Docket Text:

CORPORATE DISCLOSURE STATEMENT re: pldg. (5 in MDL No. 2177) Identifying Corporate Parent Brooke Life Insurance Co. for Jackson National Life Insurance Co.. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

Case Name: David A. Gill, etc. v. Bruce F. Friedman, et al.

Case Number: CAC/2:10-cv-01554

Filer: Jackson National Life Insurance Co.

Document Number: 4

Docket Text:

CORPORATE DISCLOSURE STATEMENT re: pldg. (5 in MDL No. 2177) Identifying Corporate Parent Brooke Life Insurance Co. for Jackson National Life Insurance Co.. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

MDL No. 2177 Notice has been electronically mailed to:

MDL No. 2177 Notice will not be electronically mailed to:

CAC/2:10-cv-01554 Notice has been electronically mailed to:

ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAC/2:10-cv-01554 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document

Original filename:n/a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86185-0] [c75a161e05c57ab809a0f4875eac8dde1ec29f0bc57614ed55654c30d8e5b82890c6ae92b7bebcf2a4f1e738d7999110568d9bf9b9a8c842363d86e257bae3ec]]

Document description:Proof of Service

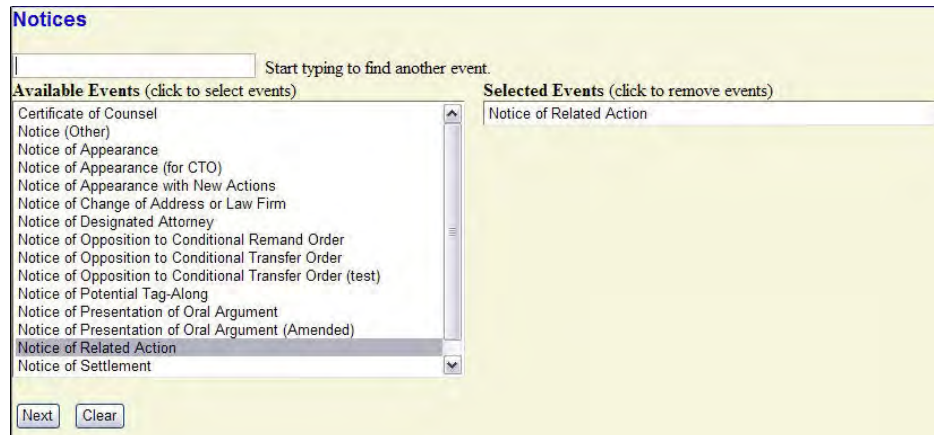
Original filename:n/a

Electronic document Stamp:

[STAMP JPMLStamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86185-1] [2605e7b46e984a5226fec8fac9e9218a78bd3aacce253652b44d1d223a9b439d5a16f4da19ec53da1148c2d8fb39d1d185b577f8ba47fe21ef843f2382f0fa7]]

Docketing a Notice of Related Action

1. From the *MDL Events* screen, under *Notices and Other Filings*, select **Notices** then select **Notice of Related Action** from the list of available docketing events and click the **Next** button.

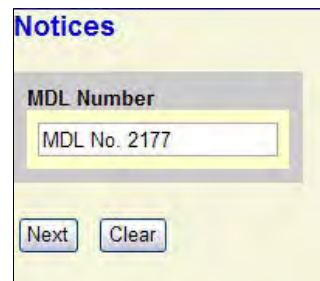


The screenshot shows the 'Notices' interface. At the top, there is a search box with the placeholder text 'Start typing to find another event.' Below this, there are two columns: 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. The 'Available Events' list includes: Certificate of Counsel, Notice (Other), Notice of Appearance, Notice of Appearance (for CTO), Notice of Appearance with New Actions, Notice of Change of Address or Law Firm, Notice of Designated Attorney, Notice of Opposition to Conditional Remand Order, Notice of Opposition to Conditional Transfer Order, Notice of Opposition to Conditional Transfer Order (test), Notice of Potential Tag-Along, Notice of Presentation of Oral Argument, Notice of Presentation of Oral Argument (Amended), Notice of Related Action (which is highlighted), and Notice of Settlement. The 'Selected Events' column currently contains 'Notice of Related Action'. At the bottom of the interface are 'Next' and 'Clear' buttons.

2. Enter the MDL Number and click **Find This Case**, then click **Next**.

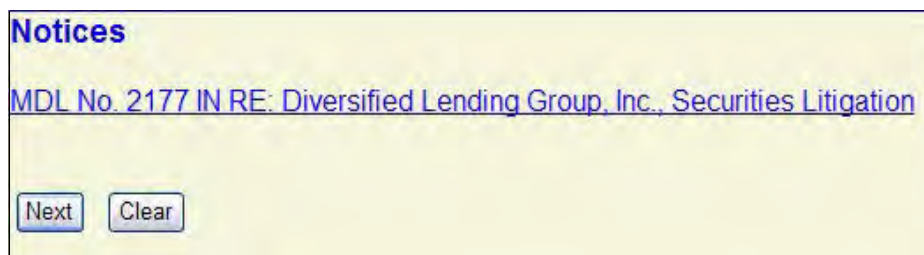


This screenshot shows the 'MDL Number' section of the interface. The 'MDL Number' label is above a text input field containing the number '2177'. To the right of the input field is a button labeled 'Find This Case'. Below the input field are 'Next' and 'Clear' buttons.



This screenshot shows the 'MDL Number' section after the search. The 'MDL Number' label is above a text input field containing the text 'MDL No. 2177'. Below the input field are 'Next' and 'Clear' buttons.

3. Verify the MDL number and name, then click **Next** to continue.



Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

4. The following screen displays an important notice regarding proper filing your related cases. Read this notice. If your case falls within the definition of “related action”, Click **Next** to continue.



Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

NOTICE!! *Related action* refers to a civil action pending in a district court and involving common question of fact with actions on a pending motion to transfer seeking creation of a multidistrict litigation (MDL).

If you are notifying the Panel of a new action that appears to be related to an MDL that was previously centralized, please use the NOTICE OF POTENTIAL TAG-ALONG event in the *Notices and Other Filings* category.

5. On the following screen, displays filing guidelines to be followed when docketing a notice of related action. Read the information and click Next to continue.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

BEFORE YOU BEGIN

Your notice and each supporting document must be saved as individual PDF documents and uploaded separately.

Combine each district court docket sheet and corresponding complaint into a single PDF for uploading. (If your schedule of actions lists three cases, you must have three docket sheet/complaint PDF documents.)

Your filing must consist of:

- * Notice of Related Action(s)
- * Schedule of Actions
- * Proof of Service
- * Case Docket Sheet and Complaint

* Optional supporting documents are: Declarations, Exhibits, etc.

6. On the following screen, enter the name of the filing attorney, the filing party name(s) and the number of actions on the notice of related action.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Filed by attorney:

Counsel for:

Number of Actions on Notice

7. On the Enter the District Court Cases to Transfer screen, enter the district, office and case number(s) you are providing notice of.

- Select the district from the District drop-down menu.
- Select one of the available offices (divisions) from the Office drop-down menu.
- Enter the case numbers of the cases in that district and office (division) using the year-case number format (09-1 or 9-1). You may enter more than one case number at a time. Separate them by comma and space, or hit enter on your keyboard.
- To add cases from another district, click the **More Cases** button. The cases previously added will now be displayed in the “Cases Entered” section.
- Continue entering cases using the previous four steps until all cases are entered.
- Once all cases are entered, click **Next** to continue.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

District Court Cases to Transfer

District	Georgia Southern	Office	4 (GAS-Savannah)
-----------------	------------------	---------------	------------------

Case number(s)*

10-999

* => Enter case type (e.g., 9-mc-1234) if different from 'cv'

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

District Court Cases to Transfer

District	Iowa Northern	Office	1 (IAN-Cedar Rapids)	Cases entered
-----------------	---------------	---------------	----------------------	----------------------

Case number(s)*

10-911

GAS/4:10-cv-00999

* => Enter case type (e.g., 9-mc-1234) if different from 'cv'

8. On the following screen, you will be prompted to upload your motion and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. **The maximum total file size for document uploads, including attachments, is 5MB.**

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** to continue; you may click **Clear** to start the upload process over.

The screenshot shows the ECF filing interface. At the top, there is a navigation bar with links for MDL, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Notices" and the case information is "MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation". A "NOTICE!" section contains instructions on the order of uploads: Main Document - Notice, Attachment 1 - Schedule of Actions, Attachment 2 - Proof of Service*, and Attachment 3 - Docket Sheet and Complaint. It also provides instructions for attaching docket sheets and complaints as exhibits. A date field shows "7/15/2010" with a "Calendar" button. Below this, a section titled "Select the pdf document and any attachments." contains a "Main Document" field with a file path and a "Browse..." button. A table lists four attachments with their file paths, categories, descriptions, and "Remove" buttons.

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Schedule of Actions	<input type="text"/>
2. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/>
3. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Exhibit	A (GAN 4:10-999)
4. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Exhibit	B (IAN 1:10-911)
5. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/>	<input type="text"/>

At the bottom of the form, there are "Next" and "Clear" buttons.

9. On the following screen is a box containing all of the docketing details collected from the previous screens. If necessary, use the **Back** button on your browser to return to the previous screens to modify the docket text.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Modify as Appropriate.

NOTICE OF RELATED ACTION -- 2 Action(s) -- Filed by attorney ImAnn Attorney, counsel for: Defendant Jackson National Life Insurance Co. [] -- Georgia Northern District Court (1:10-cv-00999), Iowa Northern District Court (1:10-cv-00911) (Attachments: # (1) Schedule of Actions, # (2) Proof of Service, # (3) Exhibit A (GAN 1:10-999), # (4) Exhibit B (IAN 1:10-911))

(Attorney, ImAnn)

10. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking Next will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the **Back** button on your browser to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue and conclude this process.

Notices
[MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation](#)

Docket Text: Final Text

NOTICE OF RELATED ACTION -- 2 Action(s) -- Filed by attorney ImAnn Attorney, counsel for: Defendant Jackson National Life Insurance Co. -- Georgia Northern District Court (1:10-cv-00999), Iowa Northern District Court (1:10-cv-00911) (Attachments: # (1) Schedule of Actions, # (2) Proof of Service, # (3) Exhibit A (GAN 1:10-999), # (4) Exhibit B (IAN 1:10-911))

(Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Notice of Related Action.pdf pages: 1
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1
C:\fakepath\COMPLAINT1.pdf pages: 1
C:\fakepath\COMPLAINT2.pdf pages: 1

11. The final screen displayed in this event is the Notice of Electronic Filing (NEF). This screen confirms the Notice of Related Action has been emailed to the specified recipients. In the event there is no email address on file, or if an attorney has opted out of electronic notification, the NEF also lists who the Notice was NOT emailed to.

The information displayed on the NEF is the:

- o MDL number and title
- o Transaction date and time
- o Case Name
- o Case Number
- o Filer
- o Document (pleading) Number
- o Docket Text
- o Related case names, numbers, filers and document numbers
- o Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

ECF MDL - Query Reports - Utilities - Search Logout

Notices
 MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

U.S. Judicial Panel on Multidistrict Litigation
 United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/15/2010 at 8:21 AM EDT and filed on 7/15/2010

Case Name: IN RE: Diversified Lending Group, Inc., Securities Litigation
 Case Number: MDL No. 2177
 Filer:
 Document Number: 10

Docket Text:
 NOTICE OF RELATED ACTION - 2 Action(s) - Filed by attorney ImAnn Attorney, counsel for: Defendant Jackson National Life Insurance Co. - Georgia Northern District Court (1:10-cv-00989), Iowa Northern District Court (1:10-cv-00911) (Attachments: # (1) Schedule of Actions, # (2) Proof of Service, # (3) Exhibit A (GAN 1:10-999), # (4) Exhibit B (IAN 1:10-911))
 (Attorney, ImAnn)

MDL No. 2177 Notice has been electronically mailed to:

MDL No. 2177 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:a
Electronic document Stamp:
 [STAMP JPML Stamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86188-0] [86ca5a59e922e6425145366e8bc12d701b0b553a49e9552ad15712ef1016cef40b430e68391980ce1e56047c349eabbe450152a184df3ffaf905497d0968b]]

Document description:Schedule of Actions
Original filename:a
Electronic document Stamp:
 [STAMP JPML Stamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86188-1] [b279241eb5d9ed16ae441bf048ad4584ac9421bd5252afaf6c2e3e4a3d888b8b898b0986ae620a0b48c67f3d95ba117331e8037a9a6bba672b0a062ea]]

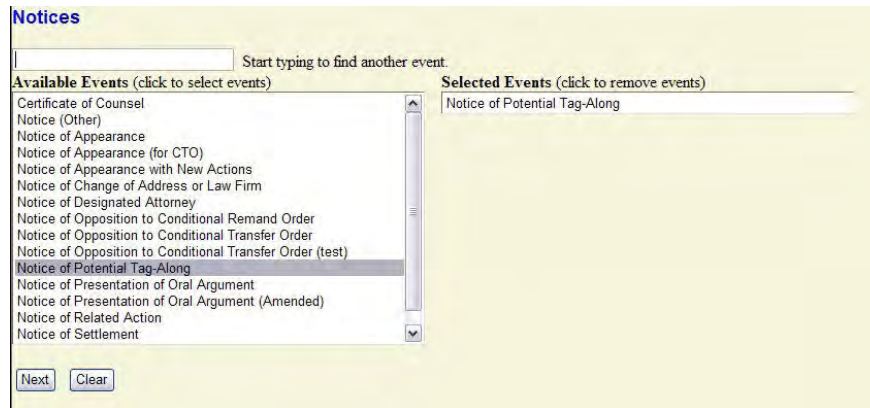
Document description:Proof of Service
Original filename:a
Electronic document Stamp:
 [STAMP JPML Stamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86188-2] [873da14a554c16b753e14b13c16e82429381a1009dce3aa1028c3ce398d2de11d2fedeaec061ee32d2833ebcc26b2dc367eb2898ff0f3341cd1c3da5925]]

Document description:Exhibit A (GAN 1:10-999)
Original filename:a
Electronic document Stamp:
 [STAMP JPML Stamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86188-3] [3caaf51aa5b3ac07ddec26716296f289b3df3da6114bc3b3b79e0ca8c0b4830e23a73601eb3f0185a00e7f206db4444339af3723ae813f1c7d5008d532816b]]

Document description:Exhibit B (IAN 1:10-911)
Original filename:a
Electronic document Stamp:
 [STAMP JPML Stamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86188-4] [07477ef92640ce9962da2f7ca78e7a824c24f1022534daaf302a34d9a16743b68e5a9ab85add78b45d64b21f63b81eecc304e00b3cc6702310678bb1410b]]

Docketing a Notice of Potential Tag-Along

1. From the *MDL Events* screen, under *Notices and Other Filings*, select **Notices** then select **Notice of Potential Tag-Along** from the list of available docketing events and click the **Next** button.



The screenshot shows the 'Notices' interface. At the top, there is a search bar with the text 'Start typing to find another event.' Below this, there are two columns: 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. The 'Available Events' list includes: Certificate of Counsel, Notice (Other), Notice of Appearance, Notice of Appearance (for CTO), Notice of Appearance with New Actions, Notice of Change of Address or Law Firm, Notice of Designated Attorney, Notice of Opposition to Conditional Remand Order, Notice of Opposition to Conditional Transfer Order, Notice of Opposition to Conditional Transfer Order (test), Notice of Potential Tag-Along (highlighted), Notice of Presentation of Oral Argument, Notice of Presentation of Oral Argument (Amended), Notice of Related Action, and Notice of Settlement. The 'Selected Events' list contains 'Notice of Potential Tag-Along'. At the bottom, there are 'Next' and 'Clear' buttons.

2. Enter the MDL Number and click **Find This Case**, then click **Next**.

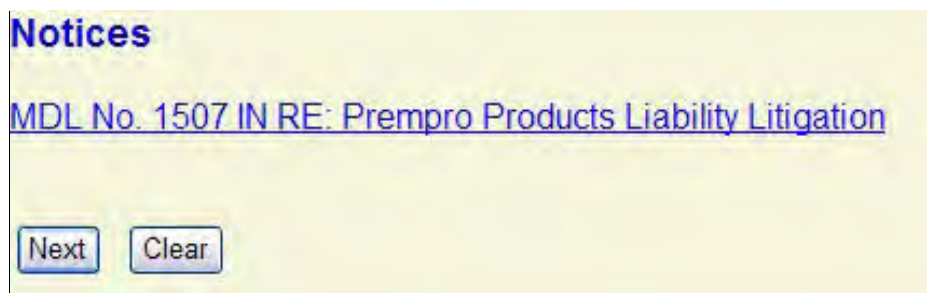


The screenshot shows the 'Notices' interface. The 'MDL Number' field contains the text '1507'. To the right of the field is a button labeled 'Find This Case'. Below the field and button, there are 'Next' and 'Clear' buttons.



The screenshot shows the 'Notices' interface. The 'MDL Number' field contains the text 'MDL No. 1507'. Below the field, there are 'Next' and 'Clear' buttons.

3. Verify the MDL number and name, then click **Next** to continue.



4. The following screen displays an important notice regarding proper filing your related cases. Read this notice. If your case falls within the definition of a “tag-along action”, Click **Next** to continue.



5. On the following screen, displays filing guidelines to be followed when docketing a notice of potential tag-along. Read the information and click Next to continue.

Notices
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

BEFORE YOU BEGIN

Your notice and each supporting document must be saved as individual PDF documents and uploaded separately.

Combine **each** district court docket sheet and corresponding complaint into a single PDF for uploading. (If your schedule of actions lists three cases, you must have three docket sheet/complaint PDF documents.)

Your filing must consist of:

- * Notice of Potential Tag-Along(s)
- * Schedule of Actions
- * Proof of Service
- * Case Docket Sheet and Complaint

* Optional supporting documents are: Declarations, Exhibits, etc.

6. On the following screen, enter the name of the filing attorney, the filing party name(s) and the number of actions on the notice of potential tag-along.

Notices
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Filed by attorney:

Counsel for:

Number of Actions on Notice

7. On the Enter the District Court Cases to Transfer screen, enter the district, office and case number(s) you are providing notice of.

- Select the district from the District drop-down menu.
- Select one of the available offices (divisions) from the Office drop-down menu.
- Enter the case numbers of the cases in that district and office (division) using the year-case number format (09-1 or 9-1). You may enter more than one case number at a time. Separate them by comma and a space, or hit the enter button on your keyboard.
- To add cases from another district, click the **More Cases** button. The cases previously added will now be displayed in the “Cases Entered” section.
- Continue entering cases using the previous four steps until all cases are entered.
- Once all cases are entered, click **Next** to continue.

Notices
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

District Court Cases to Transfer

District: Florida Northern Office: 4 (FLN-Tallahassee)

Case number(s)*: 10-98765

* => Enter case type (e.g., 9-mc-1234) if different from 'cv'

More Cases Next Clear

Notices
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

District Court Cases to Transfer

District: Illinois Northern Office: 1 (ILN-Chicago) Cases entered: FLN/4:10-cv-98765

Case number(s)*: 10-12345

* => Enter case type (e.g., 9-mc-1234) if different from 'cv'

More Cases Next Clear

8. On the following screen, you will be prompted to upload your motion and any supporting attachments. **Note:** All documents are to be uploaded in PDF format. **The maximum total file size for document uploads, including attachments, is 5MB.**

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** to continue; you may click **Clear** to start the upload process over.

Notices
 MDL No. 1507 IN RE: Prempro Products Liability Litigation

NOTICE!

Your notice and supporting documents must be uploaded in the following order:

Main Document - Notice

Attachment 1 - Schedule of Actions

Attachment 2 - Proof of Service*

Attachment 3 - Docket Sheet and Complaint – Combine each docket sheet and corresponding complaint into one PDF document and upload each document separately. Select *Complaint* as the category type. Enter the case district abbreviation, division and case number in the description field. For example, *CAN 5:10-9999*.

If attaching docket sheets and complaints as exhibits, upload each combined docket sheet and complaint separately. Select *Exhibit* from the category list and include the exhibit description. For example, *A (Complaint - CAN 5:10-9999)*.

*Optional attachments - Declarations, etc. (If optional attachments are submitted, upload them before the proof of service. Enter a description in the appropriate field, if necessary.)

Select the pdf document and any attachments.

Main Document
 O:\USERS\LAYNE\MECF\Training Files [Browse...]

	Attachments	Category	Description	
1.	O:\USERS\LAYNE\MECF\Training Files [Browse...]	Schedule of Actions		[Remove]
2.	O:\USERS\LAYNE\MECF\Training Files [Browse...]	Proof of Service		[Remove]
3.	O:\USERS\LAYNE\MECF\Training Files [Browse...]	Complaint	FLM 4:10-98765	[Remove]
4.	[Browse...]			

[Next] [Clear]

9. On the following screen is a box containing all of the docketing details collected from the previous screens. If necessary, use the **Back** button on your browser to return to the previous screens to modify the docket text.

Notices
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Docket Text: Modify as Appropriate.

NOTICE OF POTENTIAL TAG-ALONG -- 1 Action(s) -- Filed by attorney ImAnn Attorney, counsel for: Plaintiff Lucy Ricardo -- Florida Northern District Court (4:10-cv-98765) (Attachments: # (1) Schedule of Actions, # (2) Proof of Service, # (3) Complaint FLM 4:10-98765) (Attorney, ImAnn)

10. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking Next will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the **Back** button on your browser to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue and conclude this process.

Notices
[MDL No. 1507 IN RE: Prempro Products Liability Litigation](#)

Docket Text: Final Text

NOTICE OF POTENTIAL TAG-ALONG -- 1 Action(s) -- Filed by attorney ImAnn Attorney, counsel for: Plaintiff Lucy Ricardo -- Florida Northern District Court (4:10-cv-98765) (Attachments: # (1) Schedule of Actions, # (2) Proof of Service, # (3) Complaint FLM 4:10-98765) (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Notice of Potential Tag-Along.pdf pages: 1
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1
C:\fakepath\COMPLAINT1.pdf pages: 1

11. The final screen displayed in this event is the Notice of Electronic Filing (NEF). This screen confirms the Notice of Potential Tag-Along has been emailed to the specified recipients. In the event there is no email address on file, or if an attorney has opted out of electronic notification, the NEF also lists who the Notice was NOT emailed to.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) Number
- Docket Text
- Related case names, numbers, filers and document numbers
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

The screenshot shows the ECF system interface with a blue header containing navigation links: MDL, Query, Reports, Utilities, Search, and Logout. The main content area is titled "Notices" and "MDL No. 1507 IN RE: Prempro Products Liability Litigation". It identifies the U.S. Judicial Panel on Multidistrict Litigation and the United States Judicial Panel on Multidistrict Litigation.

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/15/2010 at 8:55 AM EDT and filed on 7/15/2010

Case Name: IN RE: Prempro Products Liability Litigation
 Case Number: MDL No. 1507
 Filer:
 Document Number: 943

Docket Text:
 NOTICE OF POTENTIAL TAG-ALONG -- 1 Action(s) -- Filed by attorney ImAnn Attorney, counsel for: Plaintiff Lucy Ricardo -- Florida Northern District Court (4:10-cv-98765) (Attachments: # (1) Schedule of Actions, # (2) Proof of Service, # (3) Complaint FLM 4:10-98765)

(Attorney, ImAnn)

MDL No. 1507 Notice has been electronically mailed to:

John P Borger jborger_faegre.com@example.com
 William G Holt HoltG_garyholllaw.com@example.com

MDL No. 1507 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86191-0] [ad334e983842b4986a8925f4f7cd1326c861047778bb11272fae5ceceea09ac6a366d162bb2ca2f52ba9ba996fa5503bac36dd702070cc6c72aa58867033c7]]

Document description:Schedule of Actions
Original filename:a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86191-1] [7f8b4dd7c78b1d8de20110a4c68cc43c0c4231bc27eb944d2499ae33aade0da1dc9e0fd13868504dac2886a83a54c2dd54d7ef03c8dbccedaf78d8d2e47b5]]

Document description:Proof of Service
Original filename:a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86191-2] [7282dc69a9923b111ea66a416b964b6de75a6ba2794fa49f4ab2ad1b9e64db964b4daba570e523c002c891f581d8337b7c9c3041a6941d004af5385f1c0]]

Document description:Complaint FLM 4-10-98765
Original filename:a
Electronic document Stamp:
 [STAMP JPMLStamp_ID=1090522767 [Date=7/15/2010] [FileNumber=86191-3] [bec10edd385b205152712ac9b31f02a2934cccf700935e566bb75d148ddaf25e15abba0edb97c9fb6a987048d1e50515267f5f2ab1ad38ad444f850cc301be2]]

Notice of Opposition to Conditional Transfer Order

1. From the *Civil Events* screen, under *Notices and Other Filings*, select **Notices** then select **Notice of Opposition to Conditional Transfer Order** from the list of available docketing events and click the **Next** button.
2. Enter the MDL Number and click **Find This Case**, then click **Next**.

The first screenshot shows a form titled "Notices" with a section for "MDL Number". The input field contains "2100" and a "Find This Case" button is to its right. Below this section are "Next" and "Clear" buttons.

The second screenshot shows the same form, but the input field now contains "MDL No. 2100". The "Find This Case" button is no longer visible, and the "Next" and "Clear" buttons are now visible below the input field.

3. On the following screen, verify the MDL number and name, then click **Next** to continue.

The screenshot shows a form titled "Notices" with a single line of text: "MDL No. 2100 IN RE: Yasmin and Yaz (Drospirenone) Marketing, Sales Practices and Products Liability Litigation". Below this text are "Next" and "Clear" buttons.

4. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case(s) in which you are filing your document.)

Notices
[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

5. On the following screen, locate only the civil action(s) in which you are filing your document. **If you are opposing all cases on a CTO, click on the CTO number and then click Check Cases. Otherwise,**

- **Click the checkbox for each case.**
- **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
- **Click Next to continue.**

Notices
[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

2100 (filed)	2100 (filed)	2100 (filed)	2100 (filed)	2100 (filed)
<input checked="" type="checkbox"/> CAC/2:10-cv-4723	<input type="checkbox"/> CAN/3:10-cv-2299	<input type="checkbox"/> CAN/4:10-cv-2036	<input type="checkbox"/> NYE/1:10-cv-608	<input type="checkbox"/> PAE/2:10-cv-2132
<input type="checkbox"/> CAN/3:10-cv-2295	<input type="checkbox"/> CAN/3:10-cv-2300	<input type="checkbox"/> CAN/4:10-cv-2297	<input type="checkbox"/> NYE/1:10-cv-609	<input type="checkbox"/> PAE/2:10-cv-2135
<input type="checkbox"/> CAN/3:10-cv-2296	<input checked="" type="checkbox"/> CAN/3:10-cv-2792	<input type="checkbox"/> NYE/1:10-cv-546	<input type="checkbox"/> NYE/1:10-cv-611	<input type="checkbox"/> WAW/2:10-cv-842
<input type="checkbox"/> CAN/3:10-cv-2298	<input checked="" type="checkbox"/> CAN/3:10-cv-2793	<input type="checkbox"/> NYE/1:10-cv-547	<input type="checkbox"/> NYS/7:10-cv-4280	

CTO #

Do you want to spread this docket entry? Yes No
 Do you want to spread effects? Yes No

6. The following screen, displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Notices
[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

[Collapse All](#) [Expand All](#)

Liaison Counsel for Defendant dft

Liaison Counsel for Plaintiff pla

Select the filer.

Select the Party:

Ryan Bleecher CAC/2:10-cv-04723 [pla]	▲
Does CAC/2:10-cv-04723 [dft]	
Tiffany Faulk CAC/2:10-cv-04723 [pla]	
Catherine Giles-Dunlevy CAC/2:10-cv-04723 [pla]	
Lejla Husic CAC/2:10-cv-04723 [pla]	
Nermin Husic CAC/2:10-cv-04723 [pla]	
Karen L. Maillet CAC/2:10-cv-04723 [pla]	
McKesson Corporation CAC/2:10-cv-04723 [dft]	▼

7. The following screen displays when an attorney/party association does not exist for the selected cases. (*ie*, when the filing attorney is not already named in the case.)

Check the boxes on the left of the screen to create an association for the parties and attorneys.

If the association should **not** be created, be sure the boxes are **unchecked**.

Click **Next** to continue

Note: The JPML imports case participant information directly from the district court. At times, case participants are added to the district court docket sheet **after** the case has been imported by the JPML and, as a result, will not appear on the JPML docket for that civil action.

Creating a party/attorney association allows a filing attorney to be added to a party and case in which they are filing a document **while the case is before the Judicial Panel on Multidistrict Litigation**. Attorneys named in these cases will receive service of documents filed before the Panel. ****Creating an association does not constitute filing a Notice of Appearance.**

The association of a party and attorney in a case before the Panel has no affect on cases in the transferor or transferee district court. Attorneys should follow the district courts' local rules to ensure they and their parties are properly named in actions in the district courts.

Notices
[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

The following attorney/party associations do not exist for the above case(s).

Please check the box on the left of the screen for associations which should be created.

If the association should **not** be created, be sure the box is **unchecked**<

CAN/3:10-cv-02793 Morgan v. McKesson Corporation et al

<input checked="" type="checkbox"/> Janice Morgan (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
---	-------------------------------	--

CAC/2:10-cv-04723 Ryan Bleecher et al v. Bayer Corporation et al

<input checked="" type="checkbox"/> Ryan Bleecher (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Tiffany Faulk (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Catherine Giles-Dunlevy (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Lejla Husic (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Nermin Husic (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Karen L. Maillet (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Anthony Sapore (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Anthony Sapore (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
<input checked="" type="checkbox"/> Ashley Sarracino (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice

CAN/3:10-cv-02792 Moldenhauer v. McKesson Corporation et al

<input checked="" type="checkbox"/> Lavada Moldenhauer (pty:pla) represented by ImAnn Attorney (aty)	<input type="checkbox"/> Lead	<input checked="" type="checkbox"/> Notice
--	-------------------------------	--

Select all

8. On the following screen, select the filings to which your document should link, then click **Next** to continue.

(**Note:** When the docket entry is spread to additional actions, those actions will be listed on this screen under the MDL docket entries. Documents filed in the MDL case are automatically linked to the docket entries in the associated cases. Selecting the MDL docket entry will automatically select the entries in the related cases.)

Notices

[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

Select the appropriate event(s) to which your event relates:

MDL No. 2100

07/08/2010 [283](#) **CONDITIONAL TRANSFER ORDER FILED TODAY (CTO-28)** Signed by Clerk of the Panel Jeffery N. Luthi on 07/08/10. Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (AL) Modified on 7/15/2010 (AL).

CAN/3:10-cv-02792

07/08/2010 [2](#) **CONDITIONAL TRANSFER ORDER FILED TODAY (CTO-28)** Signed by Clerk of the Panel Jeffery N. Luthi on 07/08/10. Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (AL) Modified on 7/15/2010 (AL).

CAN/3:10-cv-02793

07/08/2010 [2](#) **CONDITIONAL TRANSFER ORDER FILED TODAY (CTO-28)** Signed by Clerk of the Panel Jeffery N. Luthi on 07/08/10. Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (AL) Modified on 7/15/2010 (AL).

CAC/2:10-cv-04723

07/08/2010 [2](#) **CONDITIONAL TRANSFER ORDER FILED TODAY (CTO-28)** Signed by Clerk of the Panel Jeffery N. Luthi on 07/08/10. Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (AL) Modified on 7/15/2010 (AL).

9. On the following screen, you will be prompted to upload your document and any supporting attachments. **Note: All documents are to be uploaded in PDF format. The total maximum file size for each document, including attachments, is 5MB.**

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** to continue, or **Clear** to start the upload process over.

Notices
[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

Select the pdf document and any attachments.

Main Document
 O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/>	<input type="text"/>

10. The following screen shows the docket text containing all of the docketing details collected from the previous screens. If the docket text is satisfactory, click **Next** to continue.

(**Note:** If necessary, you may use the **Back** button on your browser to return to previous screens to re-enter information.

Notices
[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

Docket Text: Modify as Appropriate.
NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

11. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes is displayed. Otherwise, clicking Next will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the **Back** button on your browser to return to the text box on the previous screen to further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue and conclude this process.

Notices

[MDL No. 2100 IN RE: Yasmin and Yaz \(Drospirenone\) Marketing, Sales Practices and Products Liability Litigation](#)

Docket Text: Final Text

NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Bleacher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):

C:\fakepath\JPML Document.pdf pages: 1

C:\fakepath\JPML Certificate of Service.pdf pages: 1

Next

Clear

12. The final screen is the Notice of Electronic Filing (NEF). This screen confirms the document was filed and that notice of the filing has been emailed to the specified recipients. It also states who the notice was NOT emailed to, in the event there is no email address on file, or if an attorney or party has opted out of electronic notification. Counsel/parties with no email address will need to be mailed hard copies of documents.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) number
- Docket Text
- Individual names who notice was or was not emailed to
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

ECF MDL Query Reports Utilities Search Logout

Notices
 MDL No. 2100 IN RE: Yasmin and Yaz (Drospirenone) Marketing, Sales Practices and Products Liability Litigation

U.S. Judicial Panel on Multidistrict Litigation
 United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/15/2010 at 9:33 AM EDT and filed on 7/15/2010
 Case Name: IN RE: Yasmin and Yaz (Drospirenone) Marketing, Sales Practices and Products Liability Litigation
 Case Number: [MDL No. 2100](#)
 Filer:
 Document Number: [286](#)

Docket Text:
NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Case Name: Ryan Bleecher et al v. Bayer Corporation et al
Case Number: [CAC/2:10-cv-04723](#)
Filer: Ryan Bleecher
 Karen L. Maillet
 Ashley Sarracino
 Catherine Giles-Dunlevy
 Anthony Sapore
 Tiffany Faulk
 Lejla Husic
 Nermin Husic
Document Number: [4](#)

Docket Text:
NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Case Name: Morgan v. McKesson Corporation et al
Case Number: [CAN/3:10-cv-02793](#)
Filer: Janice Morgan
Document Number: [4](#)

Docket Text:
NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Case Name: Moldenhauer v. McKesson Corporation et al
Case Number: [CAN/3:10-cv-02792](#)
Filer: Lavada Moldenhauer
Document Number: [4](#)

Docket Text:
NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # (1) Proof of Service)

Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

MDL No. 2100 Notice has been electronically mailed to:

Roger C Denton rdenton_uselaws.com@example.com
 Terry R Lueckenhoff thueckenhoff_foxgah.in.com@example.com

MDL No. 2100 Notice will not be electronically mailed to:

CAC/2:10-cv-04723 Notice has been electronically mailed to:

ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAC/2:10-cv-04723 Notice will not be electronically mailed to:

CAN/3:10-cv-02793 Notice has been electronically mailed to:

ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAN/3:10-cv-02793 Notice will not be electronically mailed to:

CAN/3:10-cv-02792 Notice has been electronically mailed to:

ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAN/3:10-cv-02792 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:a
Electronic document Stamp:
 [STAMP JPML Stamp_ID=1090522767 [Date=7/15/2010] [FileNumber=6194-0] [957b2aca3d8572ca950dd9a13bc9cb3652642cb9702b97c9349ca189d863edfad52164b93ddb01ddb60586362ff1b574dbe0d4a38ead006dd0fe:552cf5f]]

Document description:Proof of Service
Original filename:a
Electronic document Stamp:
 [STAMP JPML Stamp_ID=1090522767 [Date=7/15/2010] [FileNumber=6194-1] [c51ecb89239debd8a0b12c5c70e8427ed4c91a60690d30ade85e6acdd4cedad51679a23ac50ca10b2e6ff1e81cf9ec730a89c747b7b2bedfd6a8ec06e9a]]

Letter and Letter (Supplemental Information)

1. From the *MDL Events* screen, under *Notices and Other Filings*, select *Supplemental Documents* then select the appropriate pleading from the list of available docketing events and click the **Next** button.

* For this example, **Letter (Supplemental Information)** was chosen.

The screenshot shows a web interface with two main sections. On the left, under the heading "Available Events (click to select an event)", there is a dropdown menu with three options: "Letter", "Letter (Supplemental Information)", and "Supplemental Information". The "Letter (Supplemental Information)" option is highlighted. Below this menu are two buttons: "Next" and "Clear". On the right, under the heading "Selected Event", there is a text input field containing the text "Letter (Supplemental Information)".

2. Enter the MDL Number and click **Find This Case**, then click **Next**.

The screenshot shows a web interface titled "Supplemental Documents". It features a text input field labeled "MDL Number" containing the value "2177". To the right of this field is a button labeled "Find This Case". Below the input field and button are two buttons: "Next" and "Clear".

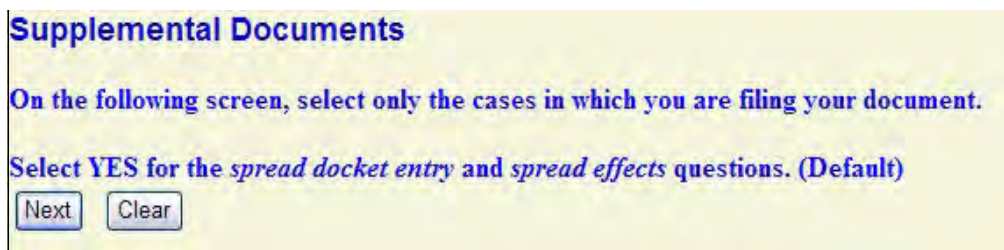
The screenshot shows a web interface titled "Supplemental Documents". It features a text input field labeled "MDL Number" containing the value "MDL No. 2177". Below the input field are two buttons: "Next" and "Clear".

3. On the following screen, verify the MDL number and name then click Next to continue.

The screenshot shows a web interface titled "Supplemental Documents". It displays the text "MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation" in blue. Below this text are two buttons: "Next" and "Clear".

4. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.)

Click **Next** to continue.



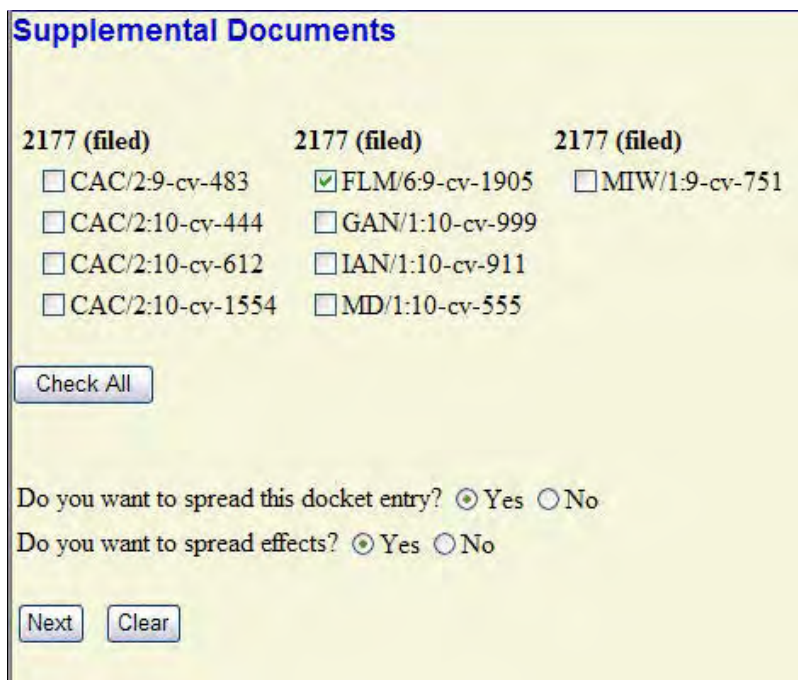
Supplemental Documents

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

5. On the following screen, locate only the civil action(s) in which you are filing your document.

- **Click the checkbox for each case.**
- **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
- Click **Next** to continue.



Supplemental Documents

2177 (filed)	2177 (filed)	2177 (filed)
<input type="checkbox"/> CAC/2:9-cv-483	<input checked="" type="checkbox"/> FLM/6:9-cv-1905	<input type="checkbox"/> MIW/1:9-cv-751
<input type="checkbox"/> CAC/2:10-cv-444	<input type="checkbox"/> GAN/1:10-cv-999	
<input type="checkbox"/> CAC/2:10-cv-612	<input type="checkbox"/> IAN/1:10-cv-911	
<input type="checkbox"/> CAC/2:10-cv-1554	<input type="checkbox"/> MD/1:10-cv-555	

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

6. The following screen displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Supplemental Documents

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If using the radio button to select All Plaintiffs or All Defendants, DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing CTRL on you keyboard and click the party name with your mouse.

Pick Filer

Select the filer.

Select the Party: OR

Select a Group:

- No Group
- All Defendants
- All Plaintiffs
- All Parties

Chelsea Morgan Securities, Inc. (T) FLM/6:09-cv-01905 [dft]
DAAT Asset Management FLM/6:09-cv-01905 [dft]
Jackson National Life Insurance Co. FLM/6:09-cv-01905 [dft]
Kenneth Mirfield FLM/6:09-cv-01905 [pla]
Liaison Counsel for Defendant MDL No. 2177 [dft]
Liaison Counsel for Plaintiff MDL No. 2177 [pla]

Next Clear New Filer

7. The next screen asks if the document you are filing should link to another case.

If yes - Click the **checkbox** to view the list of related documents filed in the MDL and associated case. (See image 7a)

If no - Leave the checkbox unchecked (as shown in the image below) and click the **Next** button to continue. (Proceed to Step 8)

Supplemental Documents
 MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation

Should the document you are filing link to another document in this case?

Filed to

Documents to

7a. On the following screen, select the filings to which your document should link, then click **Next** to continue.

(Note: When the MDL docket entry is spread to associated actions, those actions will be listed on this screen under the MDL docket entries. The spread docket entries are linked to the MDL docket entry. Selecting the MDL docket entry will automatically select the corresponding entries in the associated actions.)

ECF MDL - Query Reports - Utilities - Search Logout

Supplemental Documents

Select the appropriate event(s) to which your event relates:

MDL No. 2177

- 05/04/2010 1 MOTION -- BRIEF, SCHEDULE OF ACTIONS (5 actions) Filed by def: Jackson National Insurance Co. - SUGGESTED TRANSFEREE DISTRICT: C.D. California; SUGGESTED TRANSFEREE JUDGE: Judge Jacqueline H. Nguyen or Judge Manuel L. Real - w/cert of svc (ff) (e-file) Notified involved judges of Schedule of Actions (ff) Supplemental Certificate of Service rec'd 5/4/10 (fb)
- 05/04/2010 2 NOTICE OF FILING AND PUBLICATION OF BRIEFING SCHEDULE -- (re: pldg. 1) BRIEFING SCHEDULE IS SET AS FOLLOWS: Appearances & Corporate Disclosures due by noon: May 18, 2010 Responses due on or before: May 25, 2010 Notified involved counsel (ff)
- 05/04/2010 3 APPEARANCE -- (re: pldg. 1) SEAMUS C. DUFFY, ESQ. for Jackson National Insurance Co. (ff) (e-file)
- 05/05/2010 4 CORPORATE DISCLOSURE STATEMENT -- (re: pldg. 1) Filed by Jackson National Life Insurance Co. - w/cert of serv (fb)
- 07/12/2010 5 Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: Plaintiff Jane Doe (Attachments: # 1 Brief, # 2 Schedule of Actions, # 2 Proof of Service, # 2 Complaint CAC 2:10-444, # 2 Complaint MD 1:10-555)(Attorney, ImAnn)
- 07/14/2010 6 RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: pldg. 3 in MDL No. 2177) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. - (Attachments: # 1 Memorandum, # 2 Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/14/2010 7 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (9) Filed by Jackson National Life Insurance Co. (Attachments: # 1 Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/14/2010 8 NOTICE OF APPEARANCE re: pldg (1 in MDL No. 2177) Filed by ImAnn Attorney on behalf of David A. Gill (Attachments: # 1 Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

- 07/15/2010 9 CORPORATE DISCLOSURE STATEMENT re: pldg. 3 in MDL No. 2177) Identifying Corporate Parent Brooke Life Insurance Co. for Jackson National Life Insurance Co. (Attachments: # 1 Proof of Service) Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)
- 07/15/2010 10 NOTICE OF RELATED ACTION -- 2 Action(s) -- Filed by attorney ImAnn Attorney, counsel for Defendant Jackson National Life Insurance Co. -- Georgia Northern District Court (1:10-cv-00999), Iowa Northern District Court (1:10-cv-00911) (Att achments: # 1 Schedule of Actions, # 2 Proof of Service, # 2 Exhibit A (GAN 1:10-999), # 2 Exhibit B (IAN 1:10-911))

(Attorney, ImAnn)

- 07/16/2010 11 LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Plaintiff Kenneth Mirfield. (Attachments: # 1 Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)

FLM/6:09-cv-01905

- 07/14/2010 1 RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: pldg. 3 in MDL No. 2177) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. - (Attachments: # 1 Memorandum, # 2 Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/14/2010 2 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (8) Filed by Jackson National Life Insurance Co. (Attachments: # 1 Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/16/2010 3 LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Plaintiff Kenneth Mirfield. (Attachments: # 1 Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)

8. On the following screen, you will be prompted to upload your document and any supporting attachments. **Note: All documents are to be uploaded in PDF format. The total maximum file size for each document, including attachments, is 5MB.**

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** or you may click **Clear** to start the upload process over.

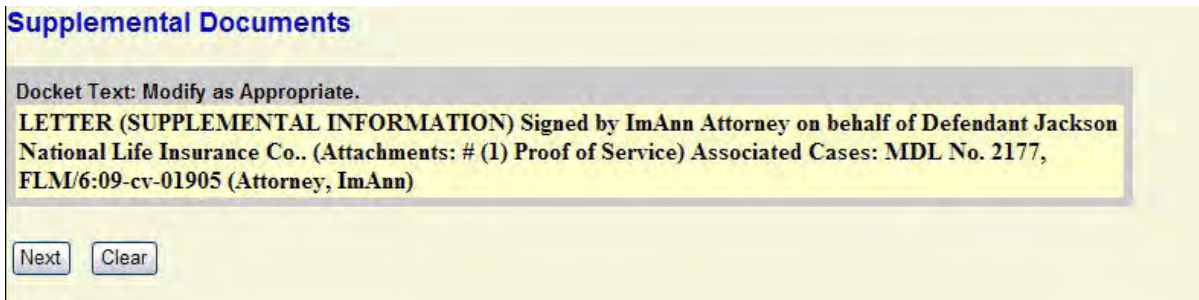
Supplemental Documents

Select the pdf document and any attachments.

Main Document
O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service <input type="button" value="v"/>	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>	<input type="button" value="v"/>	<input type="text"/>

9. The following screen allows you to review your docket entry. If the docket text is satisfactory, click **Next** to continue.



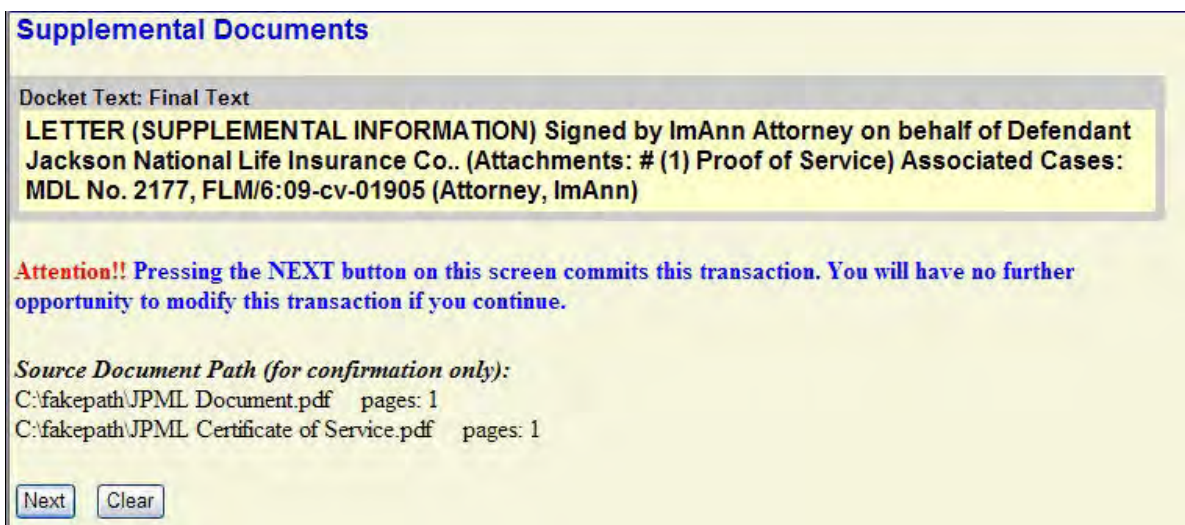
Supplemental Documents

Docket Text: Modify as Appropriate.

LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Defendant Jackson National Life Insurance Co.. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)

10. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking **Next** will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the Back button to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue.



Supplemental Documents

Docket Text: Final Text

LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Defendant Jackson National Life Insurance Co.. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1

11. The final screen displayed in this event is the Notice of Electronic Filing (NEF). This screen confirms docket entry has been emailed to the specified recipients. In the event there is no email address on file, or if an attorney has opted out of electronic notification, the NEF also lists who the Notice was NOT emailed to.

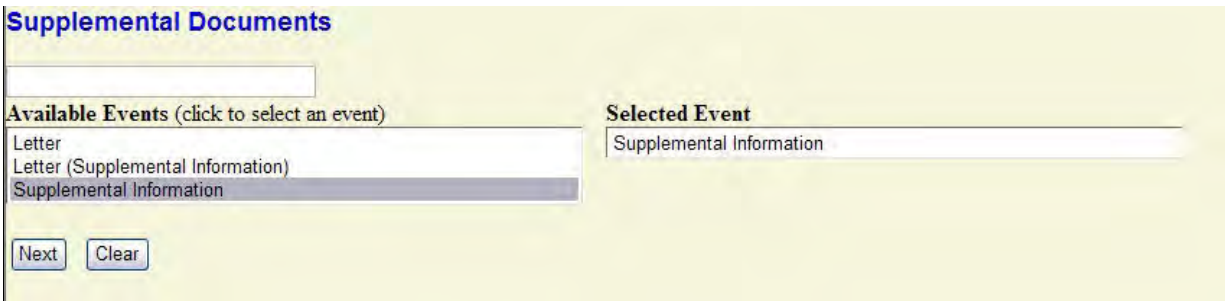
The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) Number
- Docket Text
- Related case names, numbers, filers and document numbers
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

The screenshot shows the ECF Supplemental Documents page for MDL No. 2177. The page header includes navigation links for MDL, Query, Reports, Utilities, Search, and Logout. The main content area is titled "U.S. Judicial Panel on Multidistrict Litigation" and "United States Judicial Panel on Multidistrict Litigation". The "Notice of Electronic Filing" section states that a transaction was entered by Attorney, ImAnn on 7/16/2010 at 7:02 PM EDT and filed on 7/16/2010. It lists the Case Name as "IN RE: Diversified Lending Group, Inc., Securities Litigation", Case Number as "MDL No. 2177", and Filer as "ImAnn". The Document Number is "11". The Docket Text section contains two entries: "LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Plaintiff Kenneth Mirfield. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)" and "LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Plaintiff Kenneth Mirfield. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)". Below this, it lists the Case Name as "Kenneth Mirfield, etc. v. Jackson National Life Insurance Co., et al.", Case Number as "FLM/6:09-cv-01905", Filer as "Kenneth Mirfield", and Document Number as "3". The Docket Text section contains another entry: "LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Plaintiff Kenneth Mirfield. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)". The page also includes sections for "MIDL No. 2177 Notice has been electronically mailed to:", "MIDL No. 2177 Notice will not be electronically mailed to:", "FLM/6:09-cv-01905 Notice has been electronically mailed to:", and "FLM/6:09-cv-01905 Notice will not be electronically mailed to:". The "The following document(s) are associated with this transaction:" section lists two documents: "Document description: Main Document" and "Document description: Proof of Service". Each document entry includes the "Original filename:", "Electronic document Stamp:", and a long alphanumeric string representing the stamp details.

Supplemental Information

1. From the *MDL Events* screen, under *Notices and Other Filings*, select *Supplemental Documents* then **Supplemental Information** from the list of available docketing events and click the **Next** button.



The screenshot shows the 'Supplemental Documents' interface. At the top, there is a search bar. Below it, the 'Available Events (click to select an event)' list includes 'Letter', 'Letter (Supplemental Information)', and 'Supplemental Information', with the latter selected. To the right, the 'Selected Event' field displays 'Supplemental Information'. At the bottom, there are 'Next' and 'Clear' buttons.

2. Enter the MDL Number and click **Find This Case**, then click **Next**.



The first screenshot shows the 'Supplemental Documents' screen with the 'MDL Number' field containing '2177' and the 'Find This Case' button. The second screenshot shows the same screen with the 'MDL No. 2177' field populated and the 'Find This Case' button no longer visible. Both screenshots include 'Next' and 'Clear' buttons at the bottom.

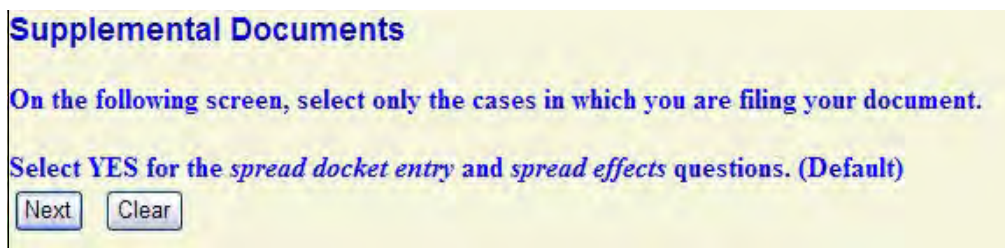
3. On the following screen, verify the MDL number and name then click Next to continue.



The screenshot shows the 'Supplemental Documents' screen with the case name 'MDL No. 2177 IN RE: Diversified Lending Group, Inc., Securities Litigation' displayed. At the bottom, there are 'Next' and 'Clear' buttons.

4. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.)

Click **Next** to continue.



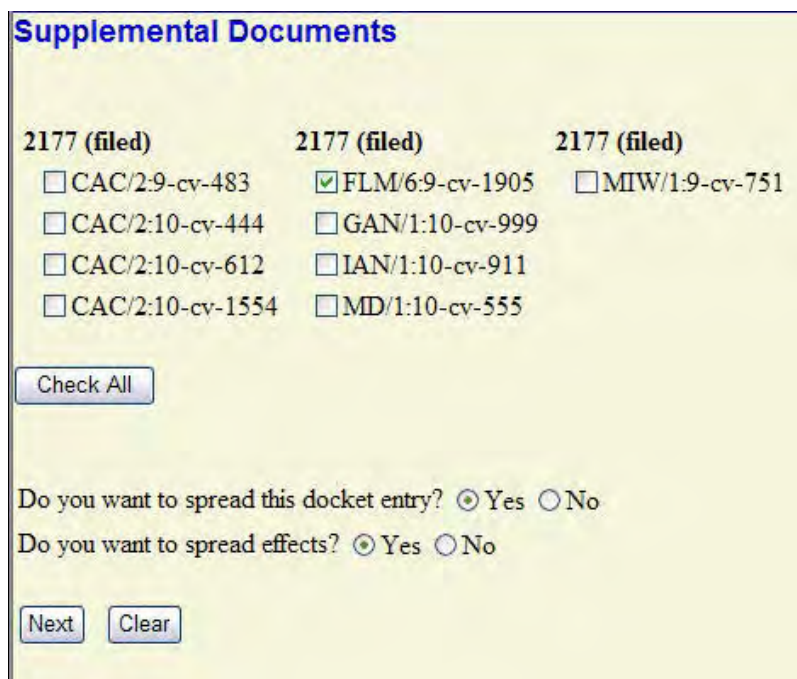
Supplemental Documents

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

5. On the following screen, locate only the civil action(s) in which you are filing your document.

- **Click the checkbox for each case.**
- **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
- Click **Next** to continue.



Supplemental Documents

2177 (filed)	2177 (filed)	2177 (filed)
<input type="checkbox"/> CAC/2:9-cv-483	<input checked="" type="checkbox"/> FLM/6:9-cv-1905	<input type="checkbox"/> MIW/1:9-cv-751
<input type="checkbox"/> CAC/2:10-cv-444	<input type="checkbox"/> GAN/1:10-cv-999	
<input type="checkbox"/> CAC/2:10-cv-612	<input type="checkbox"/> IAN/1:10-cv-911	
<input type="checkbox"/> CAC/2:10-cv-1554	<input type="checkbox"/> MD/1:10-cv-555	

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

6. The following screen displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Supplemental Documents

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If using the radio button to select All Plaintiffs or All Defendants, DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing CTRL on you keyboard and click the party name with your mouse.

Pick Filer

Select the filer.

Select the Party: OR

Select a Group:

- No Group
- All Defendants
- All Plaintiffs
- All Parties

Next Clear New Filer

7. The next screen asks if the document you are filing should link to another case.

If yes - Click the **checkbox** to view the list of related documents filed in the MDL and associated case. You may limit the document list by specifying a filed date range or document date range. (As shown in the following image.)

If no - Click the **Next** button to proceed.

Supplemental Documents

Should the document you are filing link to another document in this case?

Filed to

Documents to

8. On the following screen, select the filings to which your document should link, then click **Next** to continue.

(**Note:** When the MDL docket entry is spread to associated actions, those actions will be listed on this screen under the MDL docket entries. The spread docket entries are linked to the MDL docket entry. Selecting the MDL docket entry will automatically select the corresponding entries in the associated actions.)

ECF MDL - Query Reports - Utilities - Search Logout

Supplemental Documents

Select the appropriate event(s) to which your event relates:

MDL No. 2177

- 05/04/2010 1 MOTION -- BRIEF, SCHEDULE OF ACTIONS (5 actions) Filed by def: Jackson National Insurance Co. - SUGGESTED TRANSFEREE DISTRICT: C.D. California; SUGGESTED TRANSFEREE JUDGE: Judge Jacqueline H. Nguyen or Judge Manuel L. Real - w/cert of svc (ff) (e-file) Notified involved judges of Schedule of Actions (ff) Supplemental Certificate of Service recvd 5/4/10 (fb)
- 05/04/2010 2 NOTICE OF FILING AND PUBLICATION OF BRIEFING SCHEDULE -- (re: pldg. 1) BRIEFING SCHEDULE IS SET AS FOLLOWS: Appearances & Corporate Disclosures due by noon: May 18, 2010 Responses due on or before: May 25, 2010 Notified involved counsel (ff)
- 05/04/2010 3 APPEARANCE -- (re: pldg. 1) SEAMUS C. DUFFY, ESQ. for Jackson National Insurance Co. (ff) (e-file)
- 05/05/2010 4 CORPORATE DISCLOSURE STATEMENT -- (re: pldg. 1) Filed by Jackson National Life Insurance Co. - w/cert of serv (fb)
- 07/12/2010 5 Second MOTION TO TRANSFER with Brief in Support. -- 2 Action(s) -- from California Central District Court (2:10-cv-00444), Maryland District Court (1:10-cv-00555) - Suggested Transferee Court: S.D. Alabama; Filed by: *Plaintiff Jane Doe* (Attachments: # 1 Brief, # 2 Schedule of Actions, # 2 Proof of Service, # 2 Complaint CAC 2:10-444, # 2 Complaint MD 1:10-555)(Attorney, ImAnn)
- 07/14/2010 6 RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: pldg. 3 in MDL No. 2177) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # 1 Memorandum, # 2 Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/14/2010 7 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (9) Filed by Jackson National Life Insurance Co. (Attachments: # 1 Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/14/2010 8 NOTICE OF APPEARANCE re: pldg (1 in MDL No. 2177) Filed by ImAnn Attorney on behalf of David A. Gill (Attachments: # 1 Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)

- 07/15/2010 9 CORPORATE DISCLOSURE STATEMENT re: pldg. 3 in MDL No. 2177) Identifying Corporate Parent Brooke Life Insurance Co. for Jackson National Life Insurance Co. (Attachments: # 1 Proof of Service) Associated Cases: MDL No. 2177, CAC/2:10-cv-01554 (Attorney, ImAnn)
- 07/15/2010 10 NOTICE OF RELATED ACTION -- 2 Action(s) -- Filed by attorney ImAnn Attorney, counsel for Defendant Jackson National Life Insurance Co. -- Georgia Northern District Court (1:10-cv-00999), Iowa Northern District Court (1:10-cv-00911) (Att achments: # 1 Schedule of Actions, # 2 Proof of Service, # 2 Exhibit A (GAN 1:10-999), # 2 Exhibit B (IAN 1:10-911)) (Attorney, ImAnn)
- 07/16/2010 11 LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Plaintiff Kenneth Mirfield. (Attachments: # 1 Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)

FLM/6:09-cv-01905

- 07/14/2010 1 RESPONSE IN OPPOSITION WITH MEMORANDUM -- (re: pldg. 3 in MDL No. 2177) Filed by Defendants Diversified Lending Group, Inc., Diversified Lending Group, Inc. -- (Attachments: # 1 Memorandum, # 2 Proof of Service)

Associa ted Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00444, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MD/1:10-cv-00555, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/14/2010 2 REPLY IN SUPPORT OF MOTION TO TRANSFER re: pldg. (1 in MDL No. 217786167), (8) Filed by Jackson National Life Insurance Co. (Attachments: # 1 Proof of Service)

Associated Cases: MDL No. 2177, CAC/2:09-cv-00483, CAC/2:10-cv-00612, CAC/2:10-cv-01554, FLM/6:09-cv-01905, MIW/1:09-cv-00751 (Attorney, ImAnn)

- 07/16/2010 3 LETTER (SUPPLEMENTAL INFORMATION) Signed by ImAnn Attorney on behalf of Plaintiff Kenneth Mirfield. (Attachments: # 1 Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)

9. On the following screen, you will be prompted to upload your document and any supporting attachments. **Note: All documents are to be uploaded in PDF format. The total maximum file size for each document, including attachments, is 5MB.**

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** or you may click **Clear** to start the upload process over.

Supplemental Documents

Select the pdf document and any attachments.

Main Document
O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/>	<input type="text"/>

10. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking **Next** will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the Back button to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue.

Supplemental Documents

Docket Text: Final Text

**SUPPLEMENTAL INFORMATION -- re: pldg(s). (7 in MDL No. 2177, 2 in FLM/6:09-cv-01905) --
Filed by Defendant Jackson National Life Insurance Co.. (Attachments: # (1) Proof of Service)
Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)**

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):
C:\fakepath\JPML Document.pdf pages: 1
C:\fakepath\JPML Certificate of Service.pdf pages: 1

11. The final screen displayed in this event is the Notice of Electronic Filing (NEF). This screen confirms docket entry has been emailed to the specified recipients. In the event there is no email address on file, or if an attorney has opted out of electronic notification, the NEF also lists who the Notice was NOT emailed to.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) Number
- Docket Text
- Related case names, numbers, filers and document numbers
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

The screenshot shows the ECF Supplemental Documents page. At the top, there is a navigation bar with 'ECF' logo and menu items: MDL, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is 'Supplemental Documents'. The main content area is titled 'U.S. Judicial Panel on Multidistrict Litigation' and 'United States Judicial Panel on Multidistrict Litigation'. The section is titled 'Notice of Electronic Filing'. The text states: 'The following transaction was entered by Attorney, ImAnn on 7/16/2010 at 7:16 PM EDT and filed on 7/16/2010'. It lists Case Name: 'IN RE: Diversified Lending Group, Inc., Securities Litigation', Case Number: 'MDL No. 2177', Filer: 'ImAnn', and Document Number: '12'. Below this, there are two 'Docket Text' entries. The first entry is: 'SUPPLEMENTAL INFORMATION -- re: pldg(s). (7 In MDL No. 2177, 2 In FLM/6:09-cv-01905) -- Filed by Defendant Jackson National Life Insurance Co., (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2177, FLM/6:09-cv-01905 (Attorney, ImAnn)'. It lists Case Name: 'Kenneth Mirfield, etc. v. Jackson National Life Insurance Co., et al.', Case Number: 'FLM/6:09-cv-01905', Filer: 'Jackson National Life Insurance Co.', and Document Number: '4'. The second 'Docket Text' entry is identical to the first. Below the docket text, there are four lines of status information: 'MDL No. 2177 Notice has been electronically mailed to:', 'MDL No. 2177 Notice will not be electronically mailed to:', 'FLM/6:09-cv-01905 Notice has been electronically mailed to:', and 'FLM/6:09-cv-01905 Notice will not be electronically mailed to:'. The final section is titled 'The following document(s) are associated with this transaction:' and lists two documents. The first is 'Document description: Main Document', 'Original filename: a', and 'Electronic document Stamp: [STAMP JPML Stamp_ID=1090522767 [Date=7/16/2010] [FileNumber=86373-0] [9b090dff213c659e16bd68042519eb6dd649dfce18f7dc297bd8b566178b3cd0211b3d6ea64695d03d1025df2e83533b0c2e936bb43136694122555da728]]'. The second is 'Document description: Proof of Service', 'Original filename: a', and 'Electronic document Stamp: [STAMP JPML Stamp_ID=1090522767 [Date=7/16/2010] [FileNumber=86373-1] [5c7ca3b76517d3ddc8da05a50ebc429375be488f1390732810685b626446c5b27a8657e53c045f2593946d10a46da8773a01d524be766d970fde577bef05d73]]'.

Withdrawals

Listed below are **general** guidelines for docketing Withdrawals.

Each docketing event may vary slightly from one to the next. *****Please see the MDL Events List for available pleading events.***

Many of the withdrawals listed will be directly followed by an order (minute, text only or document) issued by the Clerk of the Panel indicating the Clerk's action on the withdrawal of the pleading.

Use the following steps to docket various Withdrawals:

1. From the *Civil Events* screen, under *Notices and Other Filings*, select **Withdrawals** then select the appropriate pleading from the list of available docketing events and click the **Next** button.

*For this example, **Withdrawal of Opposition to CTO** was chosen.



The screenshot shows a web interface titled "Withdrawals". At the top left is a search bar. Below it, there are two main sections: "Available Events (click to select an event)" and "Selected Event". The "Available Events" list includes: "Withdrawal of Counsel", "Withdrawal of Motion or Opposition", "Withdrawal of Motion to Remand", "Withdrawal of Motion to Transfer", "Withdrawal of Opposition to CRO", and "Withdrawal of Opposition to CTO", which is highlighted. The "Selected Event" field contains "Withdrawal of Opposition to CTO". At the bottom left are "Next" and "Clear" buttons.

2. Enter the MDL Number and click **Find This Case**, then click **Next**.

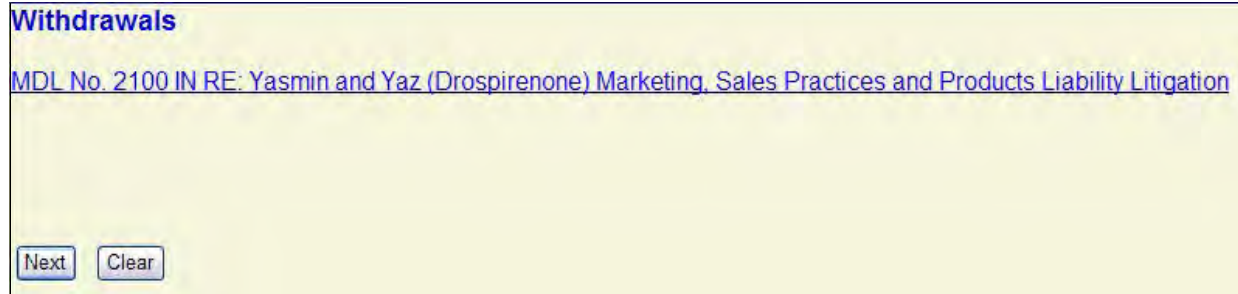


The screenshot shows the "Withdrawals" screen with the "MDL Number" field containing "2100" and the "Find This Case" button highlighted. "Next" and "Clear" buttons are at the bottom.



The screenshot shows the "Withdrawals" screen with the "MDL Number" field containing "MDL No. 2100". "Next" and "Clear" buttons are at the bottom.

3. On the following screen, verify the MDL number and name, then click **Next** to continue.

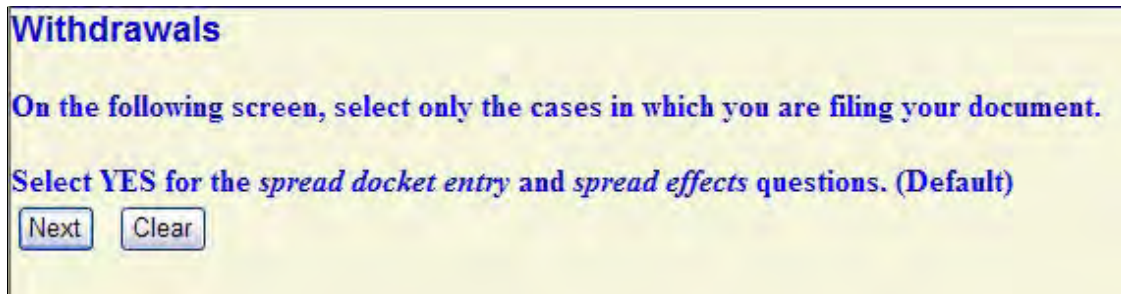


Withdrawals

MDL No. 2100 IN RE: Yasmin and Yaz (Drospirenone) Marketing, Sales Practices and Products Liability Litigation

4. The following screen displays a message regarding case selection and spreading the docket entry and docketing effects. (Spreading the docket entry and docketing effects will add pertinent information to the associated case in which you are filing your document.)

Click **Next** to continue.



Withdrawals

On the following screen, select only the cases in which you are filing your document.

Select YES for the *spread docket entry* and *spread effects* questions. (Default)

5. On the following screen, locate only the civil action(s) in which you are filing your document.

- **Click the checkbox for each case.**
- **DO NOT change the default answers for the *spread docket entry* and *spread effects* questions.**
- Click **Next** to continue.

***Case filters will vary.** This particular event allows cases to be filtered by CTO number. For this example, all cases on CTO-28 are selected.

Withdrawals

2100 (filed) 2100 (filed) 2100 (filed)

CAC/2:10-cv-4723 CAN/3:10-cv-2792 VAE/3:10-cv-261

CAN/3:10-cv-1366 CAN/3:10-cv-2793

CTO #

22

23

28

Do you want to spread this docket entry? Yes No

Do you want to spread effects? Yes No

6. The following screen displays only the parties named in the cases you selected. Select only the parties on behalf of whom you are filing your document.

- **Select only the parties on behalf of whom you are filing your document.**
- **DO NOT Select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant as your filing party.**
 - You may use the All Plaintiffs or All Defendants radio button to select numerous parties. All parties of that type will be high-lighted. Be sure to DE-SELECT the Liaison Counsel for Plaintiff/Defendant parties by pressing the CTRL key on your keyboard and click on the party name with your mouse.
- Once all filing parties are selected, click **Next** to continue.

Withdrawals

Select only the parties filing the document.

DO NOT select Liaison Counsel for Plaintiff or Liaison Counsel for Defendant.

If All Plaintiffs or All Defendants is selected, DE-SELECT Liaison Counsel for Plaintiff/Defendant by pressing CTRL on your keyboard and clicking on the party name with your mouse.

Pick Filer

Liaison Counsel for Defendant dft
 Liaison Counsel for Plaintiff pla

Select the filer.

Select the Party: OR Select a Group:

Does CAC/2:10-cv-04723 [dft]

Tiffany Faulk CAC/2:10-cv-04723 [pla]

Catherine Giles-Dunlevy CAC/2:10-cv-04723 [pla]

Lejla Husic CAC/2:10-cv-04723 [pla]

Nermin Husic CAC/2:10-cv-04723 [pla]

Karen L. Maillet CAC/2:10-cv-04723 [pla]

McKesson Corporation CAC/2:10-cv-04723 [dft]

Anthony Sapore CAC/2:10-cv-04723 [pla]

No Group

All Defendants

All Plaintiffs

All Parties

7. On the following screen, enter the CTO number to the Notice of Opposition to CTO you are withdrawing.

Select the opposition being withdrawn, then click **Next** to continue.

(**Note:** When the MDL docket entry is spread to associated actions, those actions will be listed on this screen under the MDL docket entries. The spread docket entries are linked to the MDL docket entry. Selecting the MDL docket entry will automatically select the corresponding entries in the associated actions.)

ECF MDL Query Reports Utilities Search Logout

Withdrawals

Enter the CTO number:

Select opposition that is being withdrawn.

Select the appropriate event(s) to which your event relates:

MDL No. 2100

07/15/2010 285 NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Blecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # 1 Proof of Service)

Associated Ca see: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

CAN/3:10-cv-02792

07/15/2010 4 NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Blecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # 1 Proof of Service)

Associated Ca see: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

CAN/3:10-cv-02793

07/15/2010 4 NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Blecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # 1 Proof of Service)

Associated Ca see: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

CAC/2:10-cv-04723

07/15/2010 4 NOTICE OF OPPOSITION TO CONDITIONAL TRANSFER ORDER re: pldg. (2 in CAN/3:10-cv-02793, 2 in CAC/2:10-cv-04723, 283 in MDL No. 2100, 2 in CAN/3:10-cv-02792) Filed by Plaintiffs Janice Morgan, Ryan Blecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer in MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attachments: # 1 Proof of Service)

Associated Ca see: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

8. On the following screen, you will be prompted to upload your document and any supporting attachments. **Note: All documents are to be uploaded in PDF format. The total maximum file size for each document, including attachments, is 5MB.**

- Select the Browse button next to the Main Document field. On the “Choose File to Upload” window, locate the directory where the motion is stored. Select the motion and click the Open button. The Main Document field will automatically fill in the file path to the uploaded document.
- Attachments may be uploaded in the same manner. Adding an attachment will automatically generate another attachment prompt. Each attachment has a Category drop-down list and Description text box. You may use these to specify the type and title of each attachment. The Category Types are: **Affidavit, Answer, Appendix, Brief, Complaint, CounterClaim, Cross-Claim, Errata, Exhibit, Memorandum, Oral Argument Statement, Proof of Service, Schedule of Actions, Service List, Supplement, and Third Party Complaint**
- Uploaded attachments may be removed by clicking the **Remove** button located to the right of the description box.
- Once all documents are uploaded, click **Next** or you may click **Clear** to start the upload process over.

Withdrawals

Select the pdf document and any attachments.

Main Document
O:\USERS\LAYNE\CMECF\Training Files

Attachments	Category	Description
1. O:\USERS\LAYNE\CMECF\Training Files <input type="button" value="Browse..."/>	Proof of Service	<input type="text"/> <input type="button" value="Remove"/>
2. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/>	<input type="text"/>

10. The next screen you are directed to is the “Final Docket Text” screen. This screen displays the final docket text. A notification giving filers a final opportunity to make changes will be displayed. Otherwise, clicking **Next** will commit the transaction. Therefore, you should:

- Verify the docket text
- Verify the Source Document Path for the uploaded documents. Also noted here is the page count for each upload.
- You may click the Back button to return to the text box on the previous screen where you can further modify the docket entry.
- If you are satisfied with the final docket text and uploaded PDF documents, click **Next** to continue.

Withdrawals

Docket Text: Final Text

WITHDRAWAL OF OPPOSITION TO CTO (CTO-28) (4 in CAC/2:10-cv-04723, 4 in CAN/3:10-cv-02792, 4 in CAN/3:10-cv-02793, 286 in MDL No. 2100) -- Filed by Plaintiffs Janice Morgan, Ryan Bleacher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Attention!! Pressing the **NEXT** button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Source Document Path (for confirmation only):

C:\fakepath\JPML Document.pdf pages: 1

C:\fakepath\JPML Certificate of Service.pdf pages: 1

Next

Clear

11. The final screen displayed in this event is the Notice of Electronic Filing (NEF). This screen confirms docket entry has been emailed to the specified recipients. In the event there is no email address on file, or if an attorney has opted out of electronic notification, the NEF also lists who the Notice was NOT emailed to.

The information displayed on the NEF is the:

- MDL number and title
- Transaction date and time
- Case Name
- Case Number
- Filer
- Document (pleading) Number
- Docket Text
- Related case names, numbers, filers and document numbers
- Documents associated with the transaction
 - ▶ Document description
 - ▶ Original file name
 - ▶ Electronic document stamp

ECF MDL Query Reports Utilities Search Logout

Withdrawals

U.S. Judicial Panel on Multidistrict Litigation
United States Judicial Panel on Multidistrict Litigation

Notice of Electronic Filing

The following transaction was entered by Attorney, ImAnn on 7/19/2010 at 10:13 AM EDT and filed on 7/19/2010

Case Name: IN RE: Yasmin and Yaz (Drospirenone) Marketing, Sales Practices and Products Liability Litigation
Case Number: [MDL No. 2100](#)
Filer:
Document Number: [285](#)

Docket Text:
WITHDRAWAL OF OPPOSITION TO CTO (CTO-28) (4 in CAC/2:10-cv-04723, 4 in CAN/3:10-cv-02792, 4 in CAN/3:10-cv-02793, 286 in MDL No. 2100) -- Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Case Name: Ryan Bleecher et al v. Bayer Corporation et al
Case Number: [CAC/2:10-cv-04723](#)
Filer: Ryan Bleecher
Karen L. Maillet
Ashley Sarracino
Catherine Giles-Dunlevy
Anthony Sapore
Tiffany Faulk
Lejla Husic
Nermin Husic
Document Number: [6](#)

Docket Text:
WITHDRAWAL OF OPPOSITION TO CTO (CTO-28) (4 in CAC/2:10-cv-04723, 4 in CAN/3:10-cv-02792, 4 in CAN/3:10-cv-02793, 286 in MDL No. 2100) -- Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Case Name: Morgan v. McKesson Corporation et al
Case Number: [CAN/3:10-cv-02793](#)
Filer: Janice Morgan
Document Number: [6](#)

Docket Text:
WITHDRAWAL OF OPPOSITION TO CTO (CTO-28) (4 in CAC/2:10-cv-04723, 4 in CAN/3:10-cv-02792, 4 in CAN/3:10-cv-02793, 286 in MDL No. 2100) -- Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

Case Name: Moldenhauer v. McKesson Corporation et al
Case Number: [CAN/3:10-cv-02792](#)
Filer: Lavada Moldenhauer
Document Number: [6](#)

Docket Text:
WITHDRAWAL OF OPPOSITION TO CTO (CTO-28) (4 in CAC/2:10-cv-04723, 4 in CAN/3:10-cv-02792, 4 in CAN/3:10-cv-02793, 286 in MDL No. 2100) -- Filed by Plaintiffs Janice Morgan, Ryan Bleecher, Tiffany Faulk, Catherine Giles-Dunlevy, Lejla Husic, Nermin Husic, Karen L. Maillet, Anthony Sapore, Anthony Sapore, Ashley Sarracino, Lavada Moldenhauer. (Attachments: # (1) Proof of Service) Associated Cases: MDL No. 2100, CAC/2:10-cv-04723, CAN/3:10-cv-02792, CAN/3:10-cv-02793 (Attorney, ImAnn)

MDL No. 2100 Notice has been electronically mailed to:
Roger C Denton rdenton_uselaws.com@example.com
Terry R Lueckenhoff thueckenhoff_foxgalvin.com@example.com

MDL No. 2100 Notice will not be electronically mailed to:

CAC/2:10-cv-04723 Notice has been electronically mailed to:
ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAC/2:10-cv-04723 Notice will not be electronically mailed to:

CAN/3:10-cv-02793 Notice has been electronically mailed to:
ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAN/3:10-cv-02793 Notice will not be electronically mailed to:

CAN/3:10-cv-02792 Notice has been electronically mailed to:
ImAnn Attorney ImAnnAttorney_hotmail.com@example.com

CAN/3:10-cv-02792 Notice will not be electronically mailed to:

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:a
Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/19/2010] [FileNumber=86379-0] [e04bf2e41c3d7bb5c65a25a43277fe13dd5156065910f3a0386253698c376c755537e0819e75cd67947c048e2805262ba23add0394bccc902504e924be834]]

Document description:Proof of Service
Original filename:a
Electronic document Stamp:
[STAMP JPMLStamp_ID=1090522767 [Date=7/19/2010] [FileNumber=86379-1] [37159ea7e68a8861b6db38a5d7bd186002055f96e97699d22a727a12685b79ebcc5c988e35cc6361630bbddc0ace5407e30e7389999d79546a41212b7177c]]

United States Judicial Panel on Multidistrict Litigation

CM/ECF Attorney User's Manual

Section 5 Queries and Reports

This section offers a look at query and reporting options available on the U.S. Judicial Panel on Multidistrict Litigation's (JPML) CM/ECF site.

Attorneys are required to have a PACER account to view/download documents and reports available on the Judicial Panel on Multidistrict Litigation's CM/ECF site. Documents are subject to billing charges. Contact the [PACER Service Center](#) for more information.

- Docket Sheets (MDL and Associated Cases)
- JPML Reports
- Civil Reports
- Firm/Attorney Reports

United States Judicial Panel on Multidistrict Litigation

CM/ECF Attorney User's Manual

Section 6 Utilities

This section outlines maintaining individual account information and offers additional resources available on the U.S. Judicial Panel on Multidistrict Litigation's (JPML) CM/ECF site.

Attorneys must keep their account information up-to-date. It is the attorney's responsibility to maintain the integrity of his/her login information. If you feel your information has been compromised, contact our Help Desk **immediately** at (202) 502-2822 or jpml-cmecf-helpdesk@jpml.uscourts.gov.

- Maintain Your Account Information
- Miscellaneous

Maintain Your Account Information

The **Your Account** section on the *Utilities* menu provides you the capability to view/maintain certain aspects of your CM/ECF account with the Panel and to view a log of all of your transactions within CM/ECF.

Utilities	
Your Account	Miscellaneous
Maintain Your Address	Legal Research ...
Maintain Your E-Mail	Mailings...
Maintain Your Login/Password	Court Information
View Your Transaction Log	
Change Client Code	Verify a Document
Change Your PACER Login	
Review Billing History	
Show PACER Account	
Remove Default PACER Account	

Maintain Your Address

Click the **Maintain Your Address** link to view/edit your address information.

This screen displays the attorney name, Bar number, office, address, phone and fax numbers, date sworn, Bar status and status date on file with the Panel. Click **Submit** after editing information on this screen. Click **Clear** to reset all editable fields.

Maintain User Account			
Last name	Attorney	First name	ImAnn
Middle name		Generation	
Gender	Female	ATY Type	Civil
Title			
Bar number		Type aty	
Prisoner id		<input checked="" type="checkbox"/>	Add Headers to PDF Documents
Office	ImAnn Attorney, LLP		
Unit			
Address 1	1234 Main Street		
Address 2	Suite 1		
Address 3			
City	Washington	State	DC
		Zip	20002
Country	US	County	
Phone	202-555-1212	Fax	202-555-1234
Initials Atty	DOB	End date	
Date sworn		Status	Active
		Status date	02/02/2010
<input type="button" value="Submit"/>		<input type="button" value="Clear"/>	

The following screen displays your existing attorney records. Here, you may select the cases that you want to be updated with your new account information.

Please read the information on this screen carefully to ensure you are updating all necessary actions.


Select the case(s) from the list displayed. You may also select “Update All” or “Update None”. Click the **Submit** button when you have made your selections and are ready to proceed.

Searching for existing Attorney Records
Select the cases to be updated

CAUTION: Modifications that you entered on the previous screen can be applied only to the cases you are allowed to access. If the person you are editing is associated with any other cases, information in those cases will not be modified.

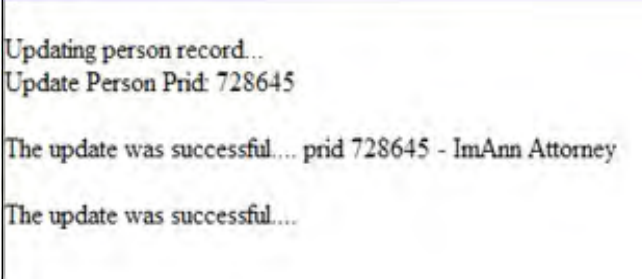
*If you modified any of the name fields (first, last, middle, generation) on the previous screen, those values will automatically be recorded in all accessible cases to which the person is linked. These changes will apply to all of those cases regardless of whether or not the user selects cases individually or selects the *****Update None***** option.*

*If you modified items other than the name fields (ex. mailing address fields) on the previous screen, those values will be recorded **ONLY** in the accessible cases that you select or **ALL** cases if you choose the *****Update All***** option. If you select the *****Update None***** option, no changes will apply to any cases listed. Click the question mark on the menu bar above for more information.*



Case ID	Case Name	Role
3:9-cv-843	Ledbetter v. Blair Corporation et al	(Defendant)
3:9-cv-843	Ledbetter v. Blair Corporation et al	(Defendant)
3:9-cv-843	Ledbetter v. Blair Corporation et al	(Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al	(Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al	(Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al	(Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al	(Defendant)
1:10-cv-222	Arapahoe Hyundai, LLC v. United Parcel Service, Inc. et al	(Plaintiff)

A confirmation screen indicates your account update was successful.



Updating person record...
Update Person Prid: 728645
The update was successful.... prid 728645 - ImAnn Attorney
The update was successful....

Maintain Your Email Address

Click on **Maintain Your Email** to view/edit your email information.

The following screen shows your email information on file with the Panel. To register a Primary email address, click on the **Add New Email Address** link.

Email Information for ImAnn Attorney	
Registered e-mail addresses	Configuration options
Primary e-mail address: add new e-mail address	Please enter a primary e-mail address.
<input type="button" value="Submit all changes"/> <input type="button" value="Clear"/>	Configuration options are not available and additional addresses are not active without a primary e-mail address.

Enter your primary email address in the empty field. As you type, the email address will display under the Primary Email Address section of this screen.

Email Information for ImAnn Attorney	
Registered e-mail addresses	Configuration options
Primary e-mail address: ImAnnAttorney@hotmail	Please enter a primary e-mail address.
<input type="button" value="Submit all changes"/> <input type="button" value="Clear"/>	Configuration options are not available and additional addresses are not active without a primary e-mail address.
	<input type="text" value="ImAnnAttorney@hotmail"/>

When your email address is complete, the system displays a new screen that allows you to configure your email options and add additional email addresses. (See image below). Each email address can be configured differently.

CM/ECF will email Notices of Electronic Filing based upon the information entered on this screen. Perform the following steps to enter additional e-mail addresses for which you would like to receive notice.

- From the E-mail Information screen, under **Secondary E-mail Addresses**, click on **Add E-mail Address**.
- In the field that opens to the right, enter the email address for which you want to receive notice of MDL/case activity. Once the email address is entered, it will automatically be displayed to the left under the **Secondary E-mail Addresses** field of the **Registered E-mail Addresses** section. You may repeat this process.

Email Information for ImAnn Attorney

Registered e-mail addresses	Configuration options
<p>Primary e-mail address: ImAnnAttorney@hotmail.com</p> <p>Secondary e-mail addresses: ImAnnAttorney2@lawyer.com add new e-mail address</p> <p><input type="button" value="Submit all changes"/> <input type="button" value="Clear"/></p>	<p>ImAnnAttorney@hotmail.com</p> <p>Should this e-mail address receive notices? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>How should notices be sent to this e-mail address? <input checked="" type="radio"/> Per Filing <input type="radio"/> Summary Report</p> <p>In what format should notices be sent to this e-mail address? <input checked="" type="radio"/> HTML <input type="radio"/> Text</p> <p>Should this e-mail address receive general announcement notices from this court? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Case-specific options</p> <p>Add additional cases for noticing</p> <p><input type="text"/></p> <p>These cases will send notice <i>per filing</i>. (default method)</p> <p><input type="checkbox"/></p> <p><input type="button" value="Remove selected cases"/> <input type="button" value="Change selected cases to notice as a summary report"/></p> <hr/> <p>These cases will send notice <i>as a summary report</i>. (alternate method)</p> <p><input type="checkbox"/></p> <p><input type="button" value="Remove selected cases"/> <input type="button" value="Change selected cases to notice per filing"/></p> <p><input type="button" value="Show all cases for this e-mail address"/> (Copy case lists from here)</p>

To configure CM/ECF noticing for your email addresses:

- Click the email you wish to configure on the left side of the screen.
- Configure the format of the CM/ECF notices by selecting options available on the right side of the screen.
- Enter MDL or case-specific information if you'd like to receive notice of additional MDLs or civil actions.
 - ▶ Type the MDL or case number in the "Add additional cases for noticing" field and clicking **Find this Case**.
 - ▶ Click **Add Case(s)**
 - ▶ To remove an MDL or Case-Specific option, click on the MDL/case and click the **Remove Selected Cases**
- If you'd like to remove previous email configurations, press **Clear** to clear the fields on this screen.

Once you are done configuring your email account, click the **Submit All Changes** button located under the registered email addresses.

Email Information for ImAnn Attorney

Registered e-mail addresses Configuration options

Primary e-mail address:
ImAnnAttorney@hotmail.com

Secondary e-mail addresses:
[add new e-mail address](#)

Should this e-mail address receive notices? Yes No

Should this e-mail address receive notice for all cases in which this individual is a participant? Yes No

How should notices be sent to this e-mail address? Per Filing Summary Report

In what format should notices be sent to this e-mail address? HTML Text

Should this e-mail address receive general announcement notices from this court? Yes No

Case-specific options

Add additional cases for noticing

These cases will send notice *per filing*. (default method)

ALM/3:09-cv-00843 Ledbetter v. Blair Corporation et al - Representing Blair Corporation, Blair, LLC, SGS International Certificati
CO/1:10-cv-00222 Arapahoe Hyundai, LLC v. United Parcel Service, Inc. et al - Representing Arapahoe Hyundai, LLC
MN/0:09-cv-03410 Matz v. SIGG Switzerland (USA), Inc. - Representing Stephanie Matz

These cases will send notice *as a summary report*. (alternate method)

(Copy case lists from here)

The following screen displays your existing attorney records. Here, you may select the cases that you want to be updated with your new account information.

Please read the information on this screen carefully to ensure you are updating all necessary actions.

Select the case(s) from the list displayed. You may also select “Update All” or “Update None”. Click the **Submit** button when you have made your selections and are ready to proceed.

Searching for existing Attorney Records
Select the cases to be updated

CAUTION: Modifications that you entered on the previous screen can be applied only to the cases you are allowed to access. If the person you are editing is associated with any other cases, information in those cases will not be modified.

*If you modified any of the name fields (first, last, middle, generation) on the previous screen, those values will automatically be recorded in all accessible cases to which the person is linked. These changes will apply to all of those cases regardless of whether or not the user selects cases individually or selects the *****Update None***** option.*

*If you modified items other than the name fields (ex. mailing address fields) on the previous screen, those values will be recorded **ONLY** in the accessible cases that you select or **ALL** cases if you choose the *****Update All***** option. If you select the *****Update None***** option, no changes will apply to any cases listed. Click the question mark on the menu bar above for more information.*

The screenshot shows a web interface with a menu bar at the top containing two options: ***** Update All ***** and ***** Update None *****. Below the menu bar is a scrollable list of cases. Each case entry includes a case number and the names of the parties. At the bottom of the list are two buttons: **Submit** and **Clear**.

Case Number	Case Name
3:9-cv-843	Ledbetter v. Blair Corporation et al (Defendant)
3:9-cv-843	Ledbetter v. Blair Corporation et al (Defendant)
3:9-cv-843	Ledbetter v. Blair Corporation et al (Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al (Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al (Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al (Defendant)
2:10-cv-734	Pocino Foods Company et al v. United Parcel Service, Inc. et al (Defendant)
1:10-cv-222	Arapahoe Hyundai, LLC v. United Parcel Service, Inc. et al (Plaintiff)

A confirmation screen indicates your account update was successful and your email configurations are displayed.

Clicking on the **View/Hide case list** link displays any MDL- or case-specific configurations added to your account.

Updating person record...

Update Person Prid: 728645

The update was successful.... prid 728645 - ImAnn Attorney

The update was successful....

E-mail configuration:

Primary e-mail address: **ImAnnAttorney@hotmail.com**

This e-mail address will receive notices.

Notice will be sent to this address on a per filing basis.

Notice sent to this address will be formatted as HTML.

This e-mail address will receive general announcement notices from this court.

This e-mail address will receive notices for all cases in which ImAnn Attorney is a participant.

[View/Hide case list](#)

Secondary e-mail address: **ImAnnAttorney2@lawyer.com**

This e-mail address will not receive notices.

Maintain Your Login/Password

Click on **Maintain Your Login/Password** to view/edit your CM/ECF login with the Panel.

The following information is shown on the *Login/Password* screen:

- Login
- Password (encrypted) - Your password must have a minimum of 8 characters and include a combination upper- and lower-case letters, and one digit or special character.
 - ▶ To change your password, delete the asterisks in the Password field and enter your new password. As you type, the field will display the actual characters. Once submitted, the new password will be shown as a string of asterisks.

**** Login/Password changes will not take effect until next CM/ECF session.**

Also shown are:

- Registered (Y/N)
- Internet Credit Card (Y/N)
- Default Printer
- Additional Printers
- [User] Groups
- Last Login (date and time)
- Current Login (date and time)
- [Account] Create Date
- [Last] Update Date

Click **Submit** to proceed with updates or **Clear** to remove text from the fields.

More User Information for ImAnn Attorney	
Login <input type="text"/>	Last login 05-13-2010 15:06
Password <input type="password"/>	Current login 05-13-2010 15:06
<small>minimum 8; upper- & lower-case letters; include digit or special character</small>	Create date 02/02/2010
Registered Y	Update date 02/02/2010
Internet Credit Card N	
Default Printer	
Additional Printers	
Groups Attorney	
<input type="button" value="Submit"/>	<input type="button" value="Clear"/>

Once updates are submitted, a confirmation screen indicates your account update was successful.

```
Updating person record...
Update Person Prid: 728645

The update was successful.... prid 728645 - ImAnn Attorney

Updating user record
The user update was successful

The update was successful....

User edit complete
```

View Your Transaction Log

Click **View Your Transaction** Log to view a list of the transactions you've entered over a specified time period.

The following screen allows you to enter the Date Selection Criteria for the Transaction Log Report.

Enter the start date and end date. (**Note:** The end date defaults to the current date.)

Click the checkbox to "***Make these options my default***".

Click **Run Report** to generate the list of transactions or **Clear** to reset the fields.

View Transaction Log

Enter the Date Selection Criteria for the Transaction Log Report

Start Date: End Date:

Make these options my default.

The Transaction Log output shows the following information:

- **Report Period**
- **ID number**
- **Date**
- **MDL/Case Number**
- **Text**
- **Total Number of Transactions**

Transaction Log

Report Period: 05/14/2010 - 05/14/2010

Id	Date	Case Number	Text
153169	05/14/2010 09:45:00		Updated person record: ImAnn Attorney Prid: 728645
153169	05/14/2010 09:45:00		Updated user record: iman 728645

Total Number of Transactions: 2