

IX. Filing Case Events: Answer to Complaint

1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events* window.
2. Click *Answers to Complaints* under *Initial Pleadings and Service* submenu (see **Fig. IX - 1**).

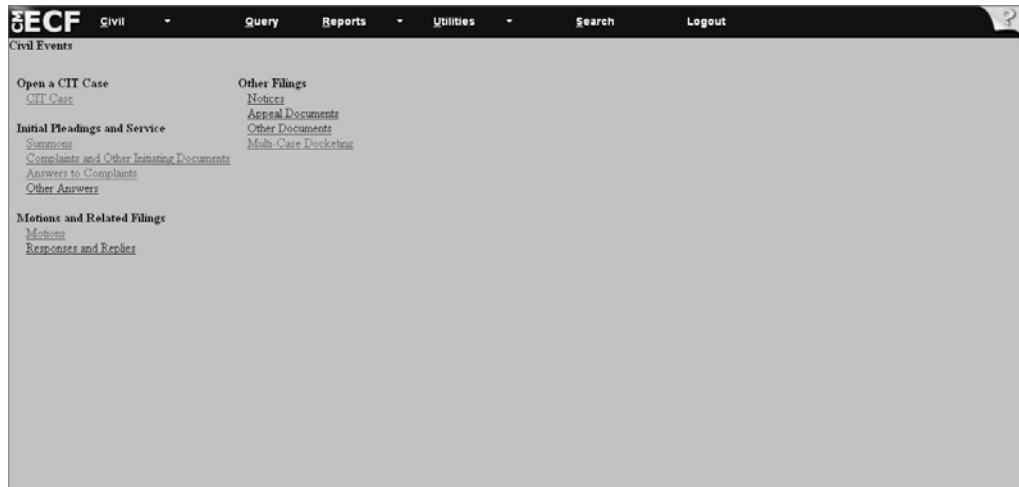


Figure IX - 1

3. Type in the case number in the yy-xxxxxx format (see **Figure IX - 2**). Click .

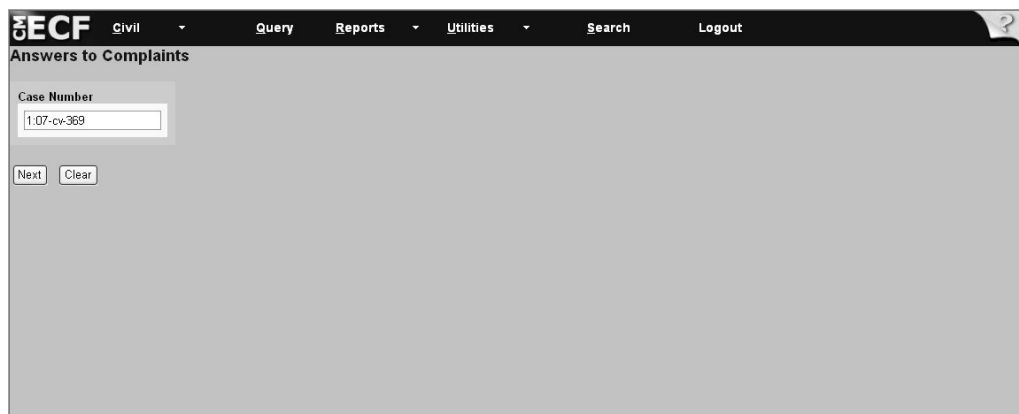


Figure IX - 2

IX. Filing Case Events: Answer to Complaint (continued)

4. Highlight the party on whose behalf you are filing. Tip: If you have more than one party filer, then hold down the [Ctrl] key and highlight the other parties by clicking on the appropriate names. There will be no need to either add or create a party at this point. The filer's name already appears in the system (see **Figure IX - 3**). Click **Next**.

Figure IX - 3

The screenshot shows the ECF 'Answers to Complaints' interface. At the top, there is a navigation bar with 'ECF' and links for 'Civil', 'Query', 'Reports', 'Utilities', 'Search', and 'Logout'. Below this, the page title is 'Answers to Complaints' followed by the case number '1:07-cv-00369-N/A Sony Electronics, Inc. v. United States'. The main section is titled 'Select the filer.' and contains two columns. The left column, 'Select the Party:', has a dropdown menu with 'Sony Electronics, Inc. (Plaintiff)' and 'United States (Defendant)' selected. The right column, 'Select a Group:', has radio buttons for 'No Group', 'All Defendants', 'All Plaintiffs', and 'All Parties'. There is also a link 'Add/Create New Party' and 'Next' and 'Clear' buttons at the bottom.

5. After party selection, the system may display *Attorney Associations* (see **Figure IX -4**). If so, then select attorney associations if applicable. **Note:** Checking this box will create a link in the system between the attorney and the case. Check the *Lead* box if you are lead attorney on the case, otherwise leave the box blank. The *Notice* box with the checkmark is the system default. The Court recommends keeping the *Notice* box checked because this will add the attorney to the ECF notification list, which notifies all parties of the events filed on the case.

Click **Next**.

Figure IX-4

The screenshot shows the ECF 'Answers to Complaints' interface. At the top, there is a navigation bar with 'ECF' and links for 'Civil', 'Query', 'Reports', 'Utilities', 'Search', and 'Logout'. Below this, the page title is 'Answers to Complaints' followed by the case number '1:07-cv-00369-N/A Sony Electronics, Inc. v. United States'. The main section contains text: '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*.' Below this text, there are checkboxes for 'United States (pay dft) represented by Sam Houston (att)', 'Lead', and 'Notice'. The 'Notice' checkbox is checked. There are 'Next' and 'Clear' buttons at the bottom.

IX. Filing Case Events: Answer to Complaint (continued)

6. Select the complaint you are answering by selecting the box beside the complaint (see **Figure IX - 5**). After you add all PDF documents and attachments, click **Next** .

Figure IX - 5

Include	Date	#	Docket Text
<input checked="" type="checkbox"/>	01/03/2008	2	Complaint against United States Answer due by 3/10/2008 Filed by Mathew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Mathew)

Next Clear

Note: In cases involving an amended complaint, the PDF upload screen will appear on the next screen. Do not be concerned. This is normal (See **Figure IX - 6**).

Figure IX - 6

Select the pdf document and any attachments.

Main Document
C:\c:\tdocument.pdf Browse...

Attachments	Category	Description
1. <input type="text"/> Browse...	<input type="text"/>	<input type="text"/>

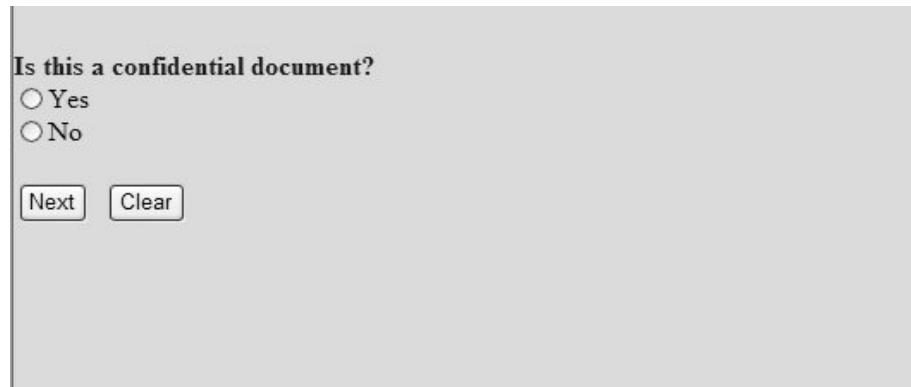
Next Clear

7. Where a browse menu appears on the screen subsequent to the complaint selection screen, follow the directions listed in IV. Working with Adobe Acrobat and Portable Document Format (PDF) to attach your PDF documents.

IX. Filing Case Events: Answer to Complaint (continued)

8. The system asks if the document contains confidential information (see **Figure IX - 7**)

Figure IX - 7



Is this a confidential document?

☐ Yes

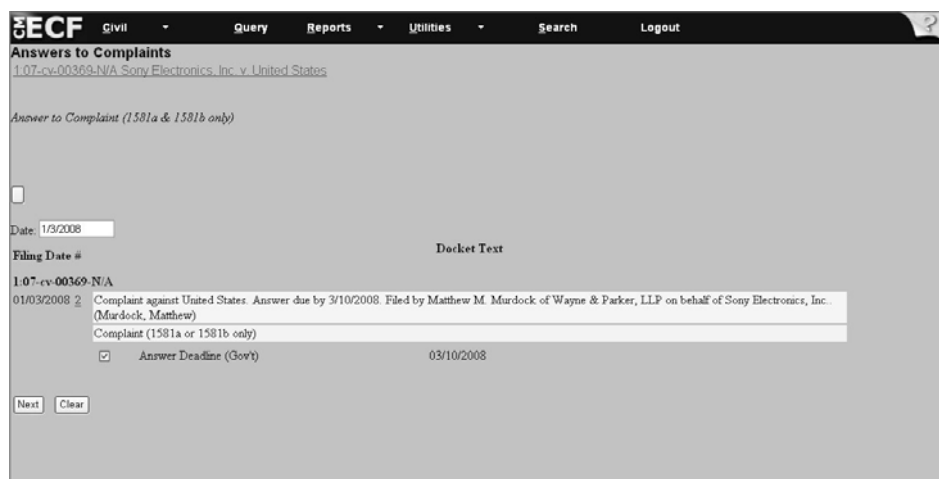
☐ No

9. Select Yes or No and click .

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

10. Click on the Answer Deadline box to satisfy the deadline (see **Figure IX - 8**) or click on [*Satisfy all*] to satisfy all deadlines. Click .

Figure IX - 8



ECF Civil Query Reports Utilities Search Logout

Answers to Complaints

1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

Answer to Complaint (1581a & 1581b only)

☐

Date: 1/3/2008

Filing Date #

1:07-cv-00369-N/A

01/03/2008 2 Complaint against United States. Answer due by 3/10/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)

Complaint (1581a or 1581b only)

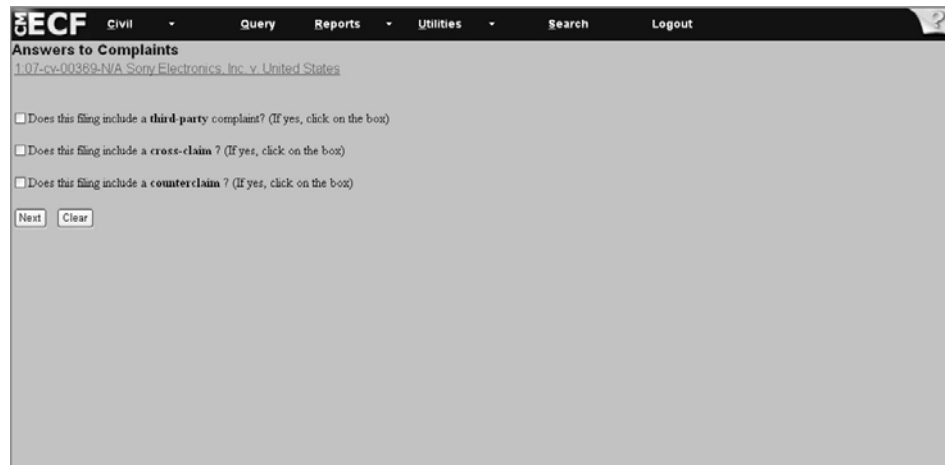
☒ Answer Deadline (Gov't) 03/10/2008

IX. Filing Case Events: Answer to Complaint (continued)

11. If the answer you are filing . . .

- includes a third-party complaint, cross-claim or counterclaim (see **Figure IX - 9**), then check the appropriate box and click **Next**.
- does not include a third-party complaint, cross-claim or counterclaim, then click **Next**.

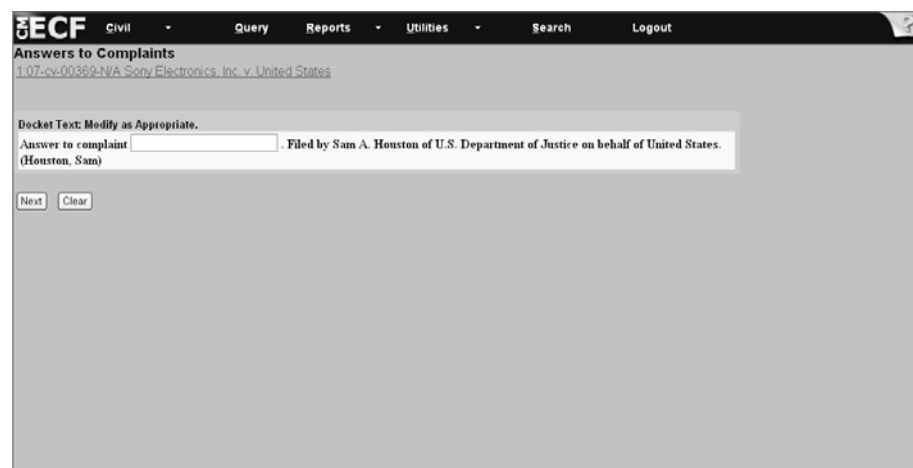
Figure IX - 9



The screenshot shows the ECF (Electronic Case Filing) interface for 'Answers to Complaints'. The header includes the ECF logo and navigation links: Civil, Query, Reports, Utilities, Search, and Logout. The case title is '1:07-cv-00369-N/A Sony Electronics, Inc. v. United States'. Below the title, there are three checkboxes with labels: 'Does this filing include a third-party complaint? (If yes, click on the box)', 'Does this filing include a cross-claim? (If yes, click on the box)', and 'Does this filing include a counterclaim? (If yes, click on the box)'. At the bottom of this section are 'Next' and 'Clear' buttons.

12. The screen with the docket text information (see **Figure IX - 10**) offers an opportunity to modify the text. The text can be modified by typing in the free text box. When finished, click **Next**. If you do not wish to modify the text, click **Next**.

Figure IX - 10

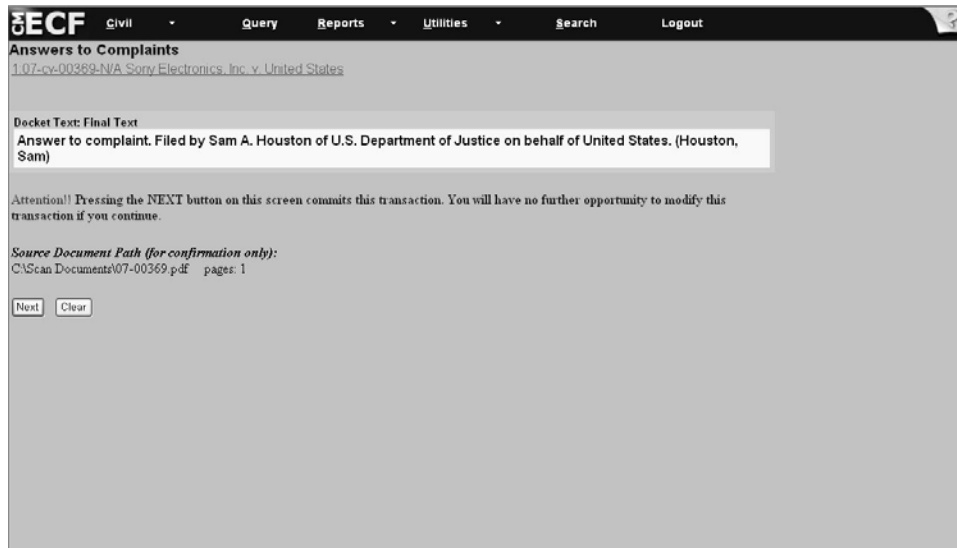


The screenshot shows the ECF interface for 'Answers to Complaints' at the same case. The 'Docket Text: Modify as Appropriate.' section is highlighted. It contains a text input field with the text 'Answer to complaint' and a button to its right. Below the input field, it says '(Houston, Sam)'. At the bottom of this section are 'Next' and 'Clear' buttons.

IX. Filing Case Events: Answer to Complaint (continued)

13. **Important:** Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see **Figure IX - 11**). Once you click on the final text screen, you will have no further opportunity to change or correct your entry.

- If the entry is not correct, then hit the browser *[Back]* button to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click *Civil* on the Toolbar to restart.
- If your entry is correct, then click .



ECF Civil Query Reports Utilities Search Logout

Answers to Complaints
1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

Docket Text: Final Text
Answer to complaint. Filed by Sam A. Houston of U.S. Department of Justice on behalf of United States. (Houston, Sam)

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:\Scan Documents\07-00369.pdf pages: 1

Figure IX - 11

IX. Filing Case Events: Answer to Complaint (continued)

14. The last screen the system displays is the notice of electronic filing. This screen is your receipt of the filing (see **Figure IX - 12**).

The screenshot displays the ECF (Electronic Case Filing) system interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Answers to Complaints" followed by the case number "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". The main content area is titled "U.S. Court of International Trade" and "TEST Database". The section "Notice of Electronic Filing" contains the following information:

The following transaction was entered by Houston, Sam on 1/3/2008 at 3:44 PM EDT and filed on 1/3/2008

Case Name: Sony Electronics, Inc. v. United States
Case Number: 1:07-cv-369
Filer: United States
Document Number: 3

Docket Text:
Answer to complaint. Filed by Sam A. Houston of U.S. Department of Justice on behalf of United States. (Houston, Sam)

1:07-cv-369 Notice has been electronically mailed to:

Sam A. Houston sam.houston@usdoj.gov
Matthew M. Murdock mmurdock@wayneparker.com, mmurdock@aol.com

1:07-cv-369 Notice has been delivered by other means to:

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

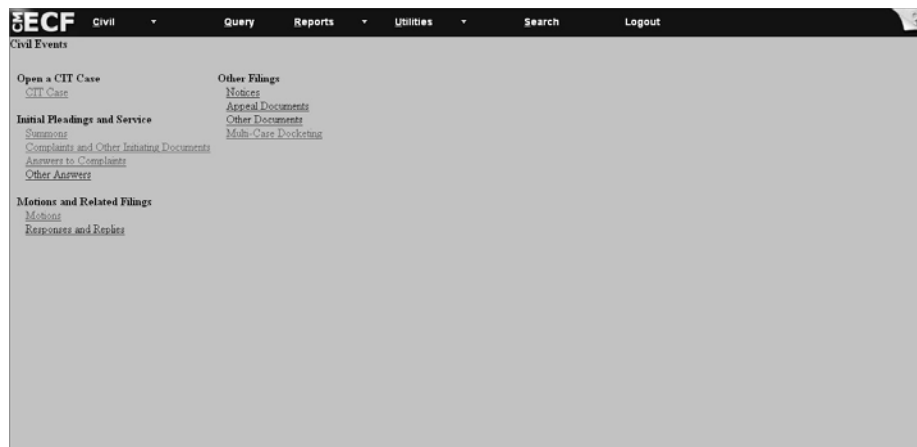
Document description: Main Document
Original filename: C:\Scan Documents\07-00369.pdf
Electronic document Stamp:
[STAMP uscItStamp_ID=992012590 [Date=1/3/2008] [FileNumber=330985-0] [309a83218c299a5dfccfb765fc64c5f8290da452eecd1b793f23ccfb14f1a3e04cddbce2d70ea5c40487f4ed04ecc00088b006ee8fc5f2ddaaf36701f900916e]]

Figure IX - 12

IX. Filing Case Events: Form 07 Notice of Dismissal - Pursuant to Rule 41(a)(1)(A)(i)

1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events* window.
2. Click on *Notices* under *Other Filings* submenu (see **Figure IX - 13**).

Figure IX - 13



3. Type in the case number in the **yy-xxxxx** format (see **Figure IX - 14**). Click **Next**.

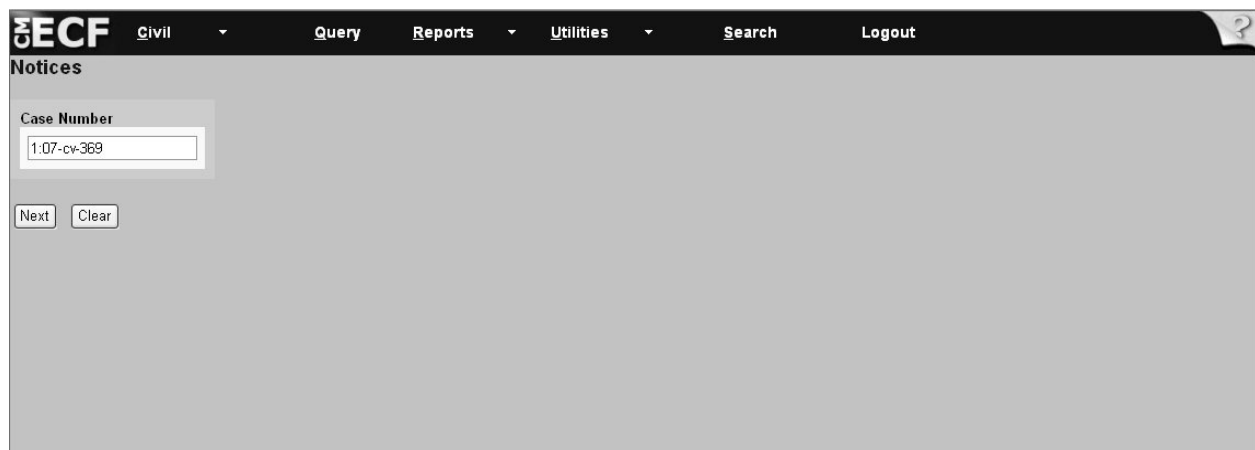


Figure IX - 14

IX. Filing Case Events: Form 07 Notice of Dismissal - Pursuant to Rule 41(a)(1)(A)(i) (continued)

4. Highlight the party on whose behalf you are filing (see **Figure IX - 15**). Tip: If you have more than one party filer, then hold down the [Ctrl] key and highlight the other parties by on the appropriate names. There will be no need to either add or create a party at this point. The filer's name already appears in the system. Choose one of the group options if it applies and click **Next**.

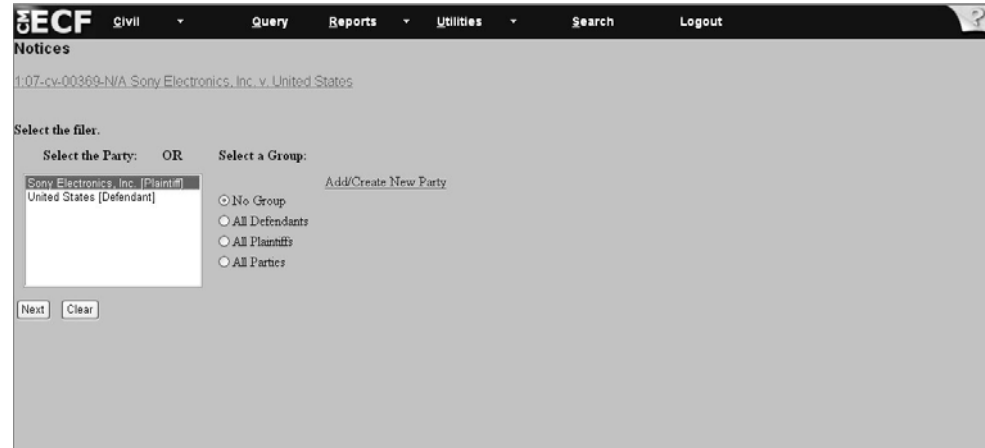


Figure IX - 15

5. After you select the party, the system may display the attorney associations screen (see **Figure IX - 16**). If so, then select attorney associations if applicable. **Note:** Checking this box will create a link in the system between the attorney and the case. Check the *Lead* box if you are lead attorney on the case, otherwise leave the box blank. The *Notice* box with the checkmark is the system default. The Court recommends keeping the *Notice* box checked because this will add the attorney to the ECF notification list, which notifies all parties of the events filed on the case.

Click **Next**.

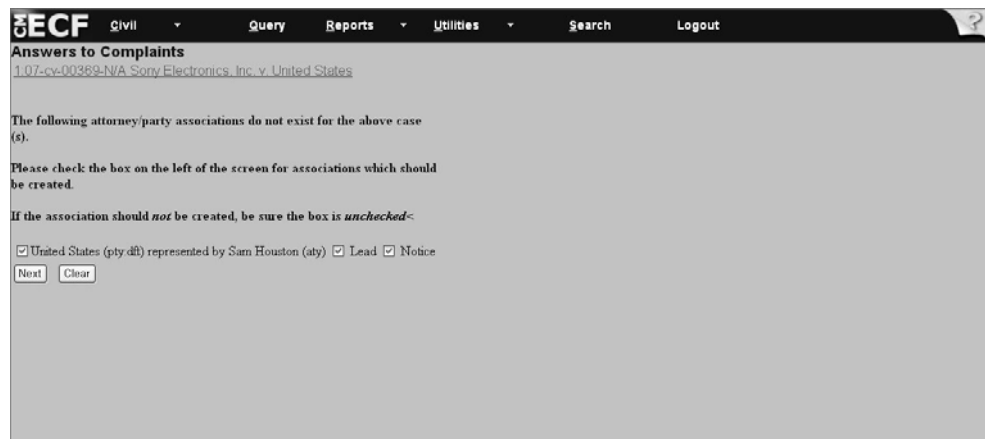


Figure IX - 16

IX. Filing Case Events: Form 07 Notice of Dismissal - Pursuant to Rule 41(a)(1)(A)(i) (continued)

6. Select (by using the drop-down arrow as shown in **Figure IX - 17**) the event code that describes your document, e.g., *Form 07 Notice of Dismissal 41(a)(1)(A)(i)*, by highlighting the description. The event code will appear in the Notices box to the right of the event code selection.

The screenshot shows the ECF system interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this is the 'Notices' section for case '1:10-cv-00032-N/A Sony Corporation v. United States'. A search bar is present. The 'Available Events (click to select an event)' list includes: Application to Enter Default, Discovery Plan, Errata Memorandum, Form 01A Notice of Lawsuit and Request for Waiver of Service of Summons, Form 01B Waiver of Service of Summons, **Form 07 Notice of Dismissal 41(a)(1)(A)(i)** (highlighted), Form 08 Notice of Dismissal 41(a)(1)(A)(ii), Form 11 Notice of Appearance, Form 12 Substitution of Attorney, Notice of Consent to Electronic Service, Notice of Deposition, Notice of Destruction of Confidential Documents, Notice of Endorsement, Notice of Intent to Redact, and Notice of Suggestion of Death. To the right, the 'Selected Event' field contains 'Form 07 Notice of Dismissal 41(a)(1)(A)(i)'. At the bottom are 'Next' and 'Clear' buttons.

Figure IX - 17

7. Click .

IX. Filing Case Events: Form 07 Notice of Dismissal - Pursuant to Rule 41(a)(1)(A)(i) (continued)

8. After you have selected the event code, you will be prompted to file your case-related documents (see **Figure IX - 18**). After you have added all PDF documents and attachments, click **Next**.

The screenshot shows the ECF (Electronic Case Filing) system interface. At the top, there is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Notices" and the case name is "1:10-cv-00032-N/A Sony Corporation v. United States". The main instruction is "Select the pdf document and any attachments." Under "Main Document", there is a text box showing a file path "C:\Documents and Settings\bburg\Desktop\" followed by a "Browse..." button. Below this is a table with three columns: "Attachments", "Category", and "Description". The first row is numbered "1." and has a "Browse..." button in the "Attachments" column. At the bottom of the form are "Next" and "Clear" buttons.

Figure IX - 18

9. The system asks if the document contains confidential information (see **Figure IX - 19**)

The screenshot shows a dialog box with the question "Is this a confidential document?". There are two radio button options: "Yes" and "No". At the bottom of the dialog are "Next" and "Clear" buttons.

Figure IX - 19

10. Select Yes or No and click **Next**.

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

IX. Filing Case Events: Form 07 Notice of Dismissal - Pursuant to Rule 41(a)(1)(A)(i) (continued)

11. The screen with the docket text information, offers an opportunity to modify the text (see **Figure IX - 20**). The text in the prefix box can be modified by selecting an appropriate description, for example, *First, Amended, Consent*, from the drop-down menu that appears in the box. Additionally, the text can be modified by typing in the free text box. When finished modifying the text, click . If you do not wish to modify the text, click .

ECF Civil Query Reports Utilities Search Logout

Notices

1:10-cv-00032-N/A Sony Corporation v. United States

Docket Text: Modify as Appropriate.

Form 7 notice of dismissal pursuant to 41(a)(1)(A)(i) .

Filed by citatty of U.S. Court of International Trade on behalf of Sony Corporation.(citatty,)

Figure IX - 20

IX. Filing Case Events: Form 07 Notice of Dismissal - Pursuant to Rule 41(a)(1)(A)(i) (continued)

12. **Important:** Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see **Figure IX - 21**). Once you click on the final text screen, you will have **no opportunity to change or correct your entry**. The button completes the transaction!

- If the entry is not correct, then hit the *[Back]* button on the toolbar to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click on *Civil* to restart.
- If your entry is correct, then click .

The screenshot displays the ECF system interface. At the top is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below this is a 'Notices' section for case 1:10-cv-00032-N/A Sony Corporation v. United States. The main content area shows 'Docket Text: Final Text' with the text: 'Form 7 notice of dismissal pursuant to 41(a)(1)(A)(i). Filed by citatty of U.S. Court of International Trade on behalf of Sony Corporation.(citatty,)'. An attention message states: 'Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.' Below this, the 'Source Document Path (for confirmation only):' is listed as 'C:\fakepath\Test.pdf pages: 1'. At the bottom are 'Next' and 'Clear' buttons.

Figure IX - 21

VI. Filing Case Events: Form 07 Notice of Dismissal - Pursuant to Rule 41(a)(1)(A)(i) (continued)

13. The last screen the system displays is the notice of electronic filing (see **Figure IX - 22**). This screen is your receipt of the filing.

The screenshot displays the ECF system interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below this, the 'Notices' section is active, showing a link to '1:10-cv-00032-N/A Sony Corporation v. United States'. The main content area is titled 'U.S. Court of International Trade' and 'TEST Database'. It contains a 'Notice of Electronic Filing' section with the following details: 'The following transaction was entered by citatty, on 8/17/2010 at 8:22 AM and filed on 8/17/2010', 'Case Name: Sony Corporation v. United States', 'Case Number: 1:10-cv-00032-N/A', 'Filer: Sony Corporation', and 'Document Number: 4'. Below this is the 'Docket Text' section, which states: 'Form 7 notice of dismissal pursuant to 41(a)(1)(A)(i). Filed by citatty of U.S. Court of International Trade on behalf of Sony Corporation.(citatty,)'. The next section, '1:10-cv-00032-N/A Notice has been electronically mailed to:', lists 'Steven Paul Florsheim' with email 'sflorsheim_gdlsk.com@example.com'. The following section, '1:10-cv-00032-N/A Notice has been delivered by other means to:', lists 'citatty' with address 'U.S. Court of International Trade, One Federal Plaza, New York, NY 10278-0001'. The final section, 'The following document(s) are associated with this transaction:', includes 'Document description: Main Document', 'Original filename: C:\fakepath\Test.pdf', and an 'Electronic document Stamp' with a long alphanumeric string.

Figure IX - 22

IX. Filing Case Events: Consent Motion for Extension of Time

1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events* Window.
2. Click on *Motions* under the *Motions and Related Filings* submenu (see **Figure IX - 23**).

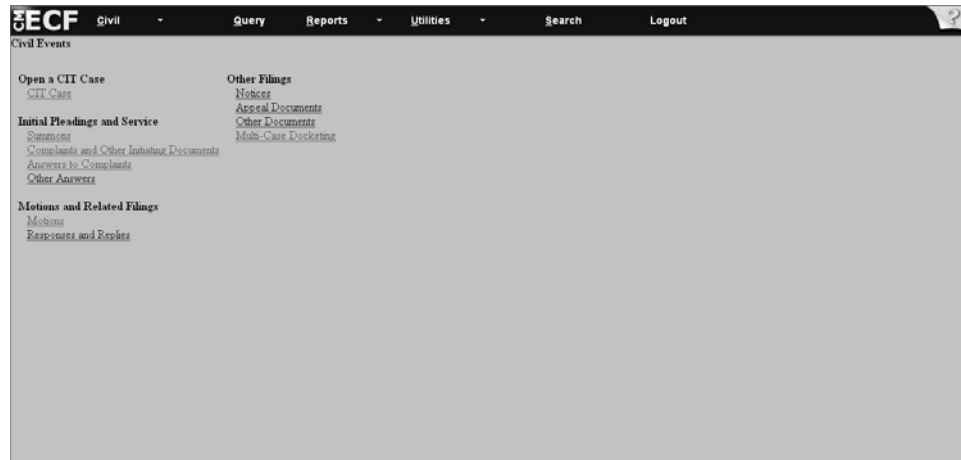


Figure IX - 23

3. Type in the case number in the **yy-xxxxxx** format (see **Figure IX - 24**). Check the box *Joint filing with other attorney(s)* only if this is a joint filing and select the attorney's name from the list of names that appears. Note: A consent motion is not a joint filing. Therefore, please do not select this option if you are filing a consent motion. Click **Next**.

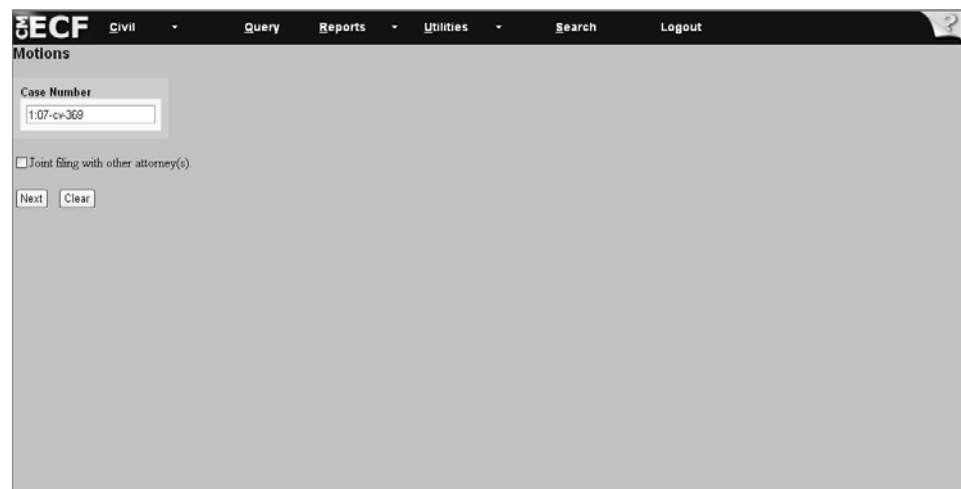


Figure IX - 24

IX. Filing Case Events: Consent Motion for Extension of Time (continued)

4. Highlight the party on whose behalf you are filing (see **Figure IX - 25**). Tip: If you have more than one party filer, hold down the [CTRL] key and highlight parties by clicking on the appropriate entries. There will be no need to either add or create a party at this point. The filer's name already appears in the system. Click **Next**.

Figure IX - 25

The screenshot shows the ECF Motions interface for case 1:07-cv-00369-N/A Sony Electronics, Inc. v. United States. Under 'Select the filer:', there are two columns: 'Select the Party:' and 'Select a Group:'. In the 'Select the Party:' column, 'Sony Electronics, Inc. [Plaintiff]' is highlighted. Below it is 'United States [Defendant]'. In the 'Select a Group:' column, there are radio buttons for 'No Group', 'All Defendants', 'All Plaintiffs', and 'All Parties'. A link 'Add/Create New Party' is also present. At the bottom are 'Next' and 'Clear' buttons.

5. After you select the party, the system may display the attorney associations screen (see **Figure IX - 26**). If so, then select attorney associations if applicable. **Note:** Checking this box will create a link in the system between the attorney and the case. Check the *Lead* box if you are lead attorney on the case, otherwise leave the box blank. The *Notice* box with the checkmark is the system default. The Court recommends keeping the *Notice* box checked because this will add the attorney to the ECF notification list, which notifies all parties of the events filed on the case.

Click **Next**.

Figure IX - 26

The screenshot shows the ECF Motions interface for the same case. It displays a message: '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<'. Below this, there is a checkbox for 'Sony Electronics, Inc. (pypla) represented by Matthew Murdock (any)' which is checked. To its right are checkboxes for 'Lead' (unchecked) and 'Notice' (checked). At the bottom are 'Next' and 'Clear' buttons.

IX. Filing Case Events: Consent Motion for Extension of Time (continued)

6. Select the event code that describes your document by clicking on it. Please try to be as specific as possible when selecting a description. For this example we would select a *Motion for Extension of Time* (see **Figure IX - 27**) (**Important note:** always choose the most specific motion.) Click .

Figure IX - 27

The screenshot shows the ECF (Electronic Case Filing) system interface. At the top, there is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Motions" and the case number is "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". A search bar with the placeholder "Start typing to find another event." is present. 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: Motion for Contempt, Motion for Default Judgment, Motion for Directed Verdict, Motion for Discovery, Motion for Entry of Default, Motion for Entry of Rule 54(b) Judgment, Motion for Entry of Scheduling Order, Motion for Errata, Motion for Excess Pages, Motion for Extension of Time (highlighted), Motion for Extension of Time to Complete Discovery, Motion for Extension of Time to File Brief, Motion for Extension of Time to File Complaint, Motion for Extension of Time to File Reply Brief, and Motion for Extension of Time to File Response Brief. The "Selected Events" column contains "Motion for Extension of Time". At the bottom, there are "Next" and "Clear" buttons.

7. After selecting the appropriate motion, you will be prompted to file your case-related documents (see **Figure IX - 28**). After you add all PDF documents and attachments, click .

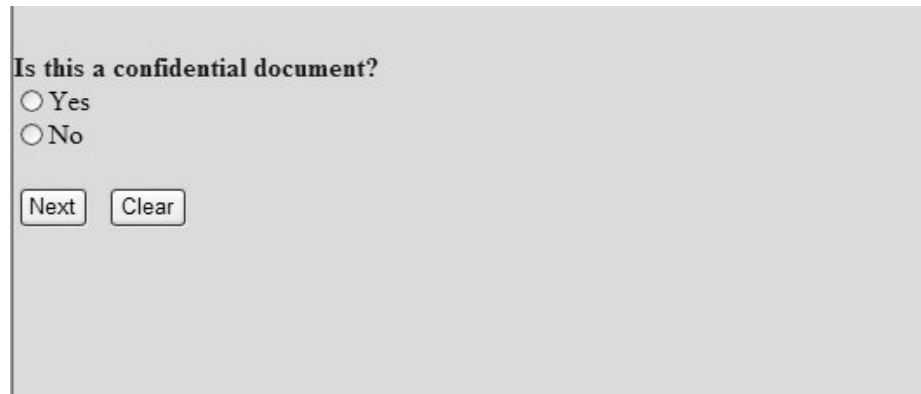
Figure IX - 28

The screenshot shows the ECF system interface for selecting a pdf document and any attachments. The title is "Select the pdf document and any attachments." Below this, there is a section for the "Main Document" with a text input field containing "C:\cidocument.pdf" and a "Browse..." button. Below this, there is a table with three columns: "Attachments", "Category", and "Description". The first row is numbered "1." and has a text input field, a "Browse..." button, a dropdown menu, and another text input field. At the bottom, there are "Next" and "Clear" buttons.

IX. Filing Case Events: Consent Motion for Extension of Time (continued)

8. The system asks if the document contains confidential information (see **Figure IX - 29**)

Figure IX - 29



Is this a confidential document?

☐ Yes

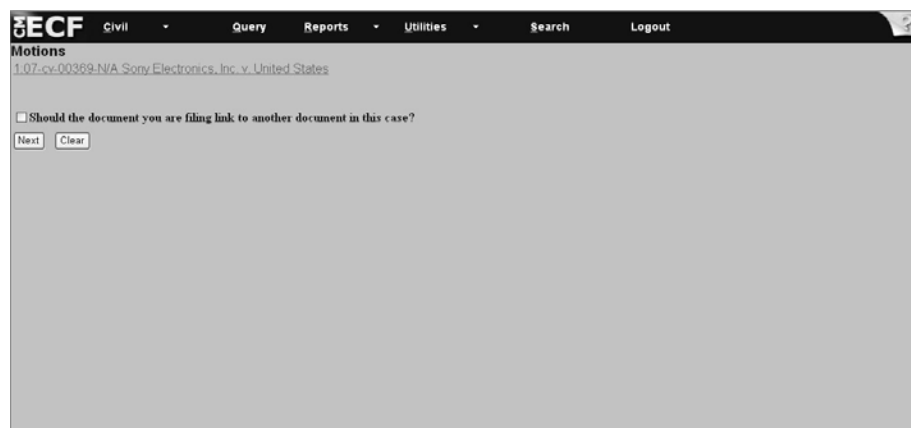
☐ No

9. Select Yes or No and click .

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

10. Check the box *Should the document you are filing link to another document in this case* if you would like your document linked to a docket entry (see **Figure IX - 30**). (**Note:** This is an optional entry. Checking this box will link the motion in the docket to its corresponding event. For example, if you are docketing a consent motion to extend time to respond to a motion, checking the motion event would allow you to link the document to the motion.)

Figure IX - 30



ECF Civil Query Reports Utilities Search Logout

Motions

1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

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

IX. Filing Case Events: Consent Motion for Extension of Time (continued)

11. Select all parties entitled to respond to your motion (see **Figure IX - 31**). Click **Next**. Notice that on the bottom of the screen the response due date has been created. **Note:** If this is a consent motion, then ignore the response due date. Click **Next**.

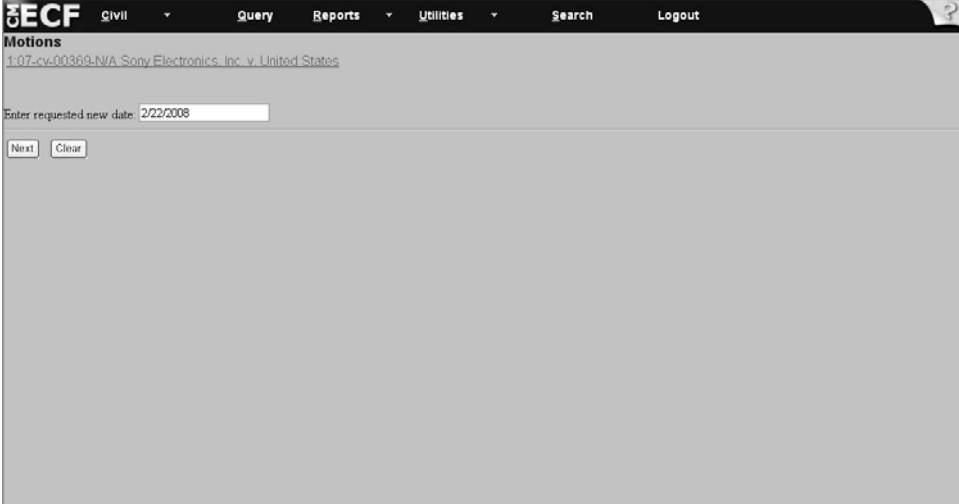
The screenshot shows the ECF (Electronic Case Filing) interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this is the 'Motions' section for case 1:07-cv-00369-N/A Sony Electronics, Inc. v. United States. A form field labeled 'Enter requested new date' contains the text '2/22/2008'. Below the field are two buttons: 'Next' and 'Clear'.

Figure IX - 31

12. The system displays the screen that allows you to enter your requested new deadline (see **Figure IX - 32**). Enter the new requested deadline in this box in the MM/DD/YY format and click **Next**.

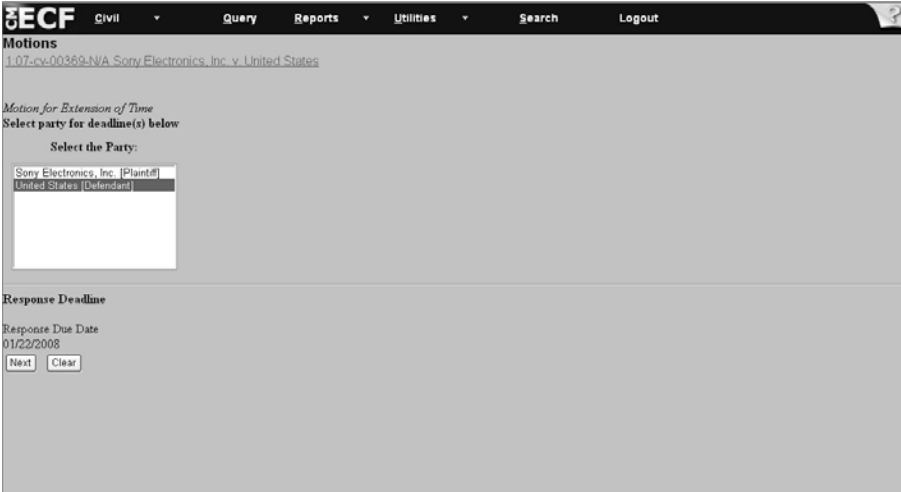
The screenshot shows the ECF interface for the 'Motion for Extension of Time'. It includes the same navigation bar as Figure IX - 31. The case title is '1:07-cv-00369-N/A Sony Electronics, Inc. v. United States'. The form asks to 'Select party for deadline(s) below' and 'Select the Party:'. A dropdown menu is open, showing 'Sony Electronics, Inc. (Plaintiff)' and 'United States (Defendant)'. Below this is the 'Response Deadline' section, which shows 'Response Due Date' as '01/22/2008'. At the bottom are 'Next' and 'Clear' buttons.

Figure IX - 32

IX. Filing Case Events: Consent Motion for Extension of Time (continued)

13. This screen with the docket text information offers an opportunity to modify the docket text (see **Figure IX - 33**). Text can be modified by selecting a description from the drop-down prefix box.

Note: If the motion is a consent motion, then you must use the drop-down box to select *Consent* and ignore the response due date. You may also modify the text by typing in the free text box. **Note:** If you used the generic event *Motion for Extension of Time*, then you need to describe the action you wish to take, for example, *file motion for summary judgment*. When you are finished modifying the text, then click .

The screenshot shows the ECF (Electronic Case Filing) interface for filing a motion. The top navigation bar includes links for Civil, Query, Reports, Utilities, Search, and Logout. The main heading is "Motions" with a sub-link for "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". Below this, the "Docket Text: Modify as Appropriate." section is visible. A dropdown menu is open, showing a list of motion types: First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eighth, Ninth, Tenth, Alternative, Amended, Confidential and Public, Confidential, Consent (highlighted), Consolidated, Counter, Cross, Emergency, Endorsed, Ex Parte, Expedited, Final, Interim, Joint, Monthly, Oral, Partial Consent, and Post. The main text area displays the current motion description: "Motion for extension of time until 2/22/2008 to [redacted] . Responses due by 1/22/2008." and the filer information: "Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc.. (Murdock, Matthew)".

Figure IX - 33

IX. Filing Case Events: Consent Motion for Extension of Time (continued)

14. **Important:** Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see **Figure IX - 34**). Once you click on the final text screen, you will have **no opportunity to change or correct your entry**. Selecting the button completes the transaction and locks the text.

- If your entry is correct, then click . The system displays the notice of electronic filing screen.
- If the entry is not correct, then hit the *[Back]* button to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click on *Civil* to restart.

The screenshot displays the ECF system interface. At the top is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below this is a section titled "Motions" with a link to "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". The main content area shows the "Docket Text: Final Text" for a "Consent Motion for extension of time until 2/22/2008 to file motion for summary judgment. Responses due by 1/22/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc..(Murdock, Matthew)". Below the text is a warning: "Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue." Underneath the warning is the "Source Document Path (for confirmation only):" which is "C:\Scan Documents\07-00369.pdf pages: 1". At the bottom left are two buttons: "Next" and "Clear".

Figure IX - 34

IX. Filing Case Events: Consent Motion for Extension of Time (continued)

15. The last screen the system displays is the notice of electronic filing (see **Figure IX - 35**). This screen is your receipt of the filing.

ECF Civil Query Reports Utilities Search Logout

Motions
[1:07-cv-00369-N/A Sony Electronics, Inc. v. United States](#)

U.S. Court of International Trade
TEST Database

Notice of Electronic Filing

The following transaction was entered by Murdock, Matthew on 1/3/2008 at 4:02 PM EDT and filed on 1/3/2008

Case Name: Sony Electronics, Inc. v. United States
Case Number: [1:07-cv-369](#)
Filer: Sony Electronics, Inc.
Document Number: 5

Docket Text:
Consent Motion for extension of time until 2/22/2008 to *file motion for summary judgment*. Responses due by 1/22/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)

1:07-cv-369 Notice has been electronically mailed to:

Sam A. Houston sam.houston@usdoj.gov
Matthew M. Murdock mmurdock@wayneparker.com, mmurdock@aol.com

1:07-cv-369 Notice has been delivered by other means to:

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

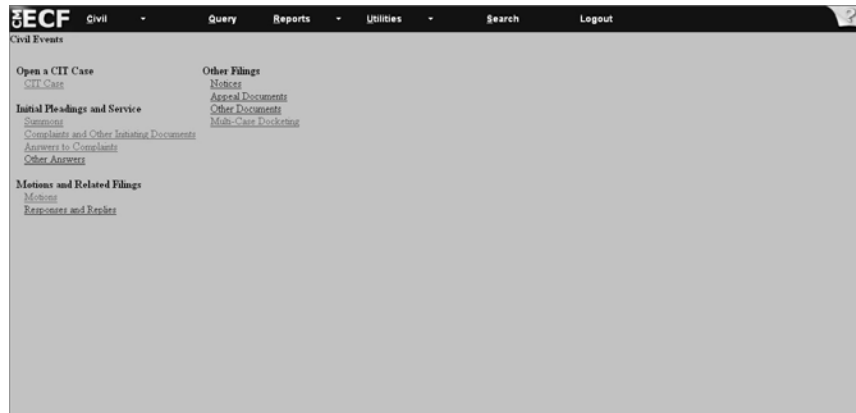
Document description: Main Document
Original filename: C:\Scan Documents\07-00369.pdf
Electronic document Stamp:
[STAMP uscItStamp_ID=992012590 [Date=1/3/2008] [FileNumber=330991-0] [29b46becb5887a29e38a58b363dedfe9eff1673a1fb08648f39a9d3dc7582312270d6d3235cf07c6407f59fe8b6cd58d67ed15f6c250ecbc843cb93541ca8975]]

Figure IX - 35

IX. Filing Case Events: Motion to Intervene

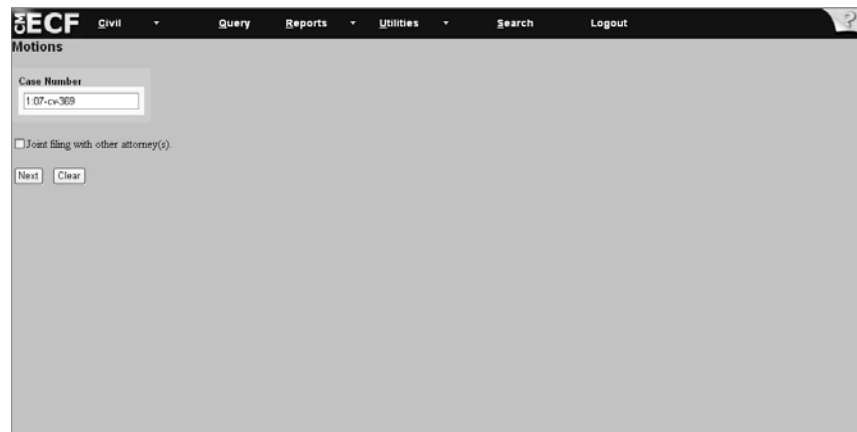
1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events* Window.
2. Click on *Motions* under the *Motions and Related Filings* submenu (see **Figure IX - 36**).

Figure IX - 36



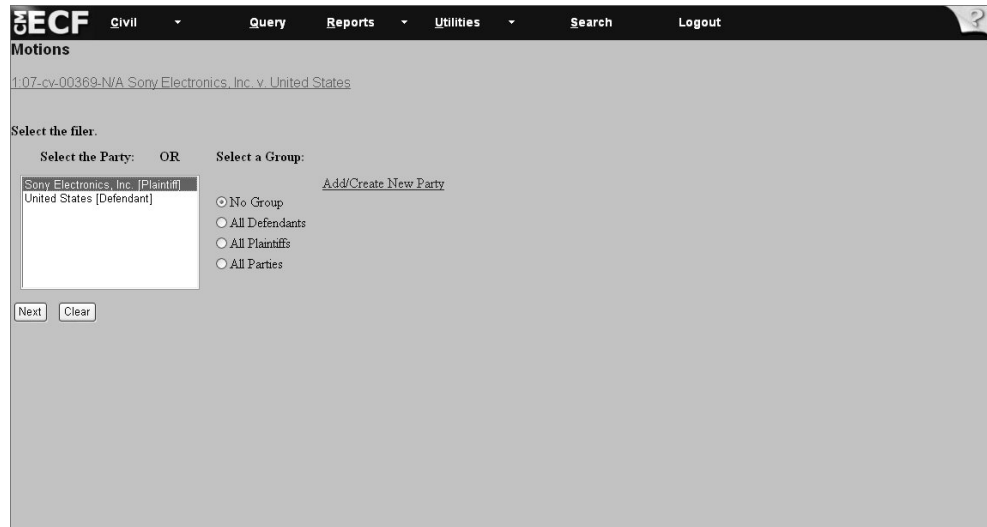
3. Type in the case number in the following format: **yy-xxxxx** (see **Figure IX - 37**). Check the box *Joint filing with other attorney(s)* only if this is a joint filing. **Note:** A consent motion is not a joint filing. Therefore, please do not select this option if you are filing a consent motion. Click **Next**.

Figure IX - 37



IX. Filing Case Events: Motion to Intervene (continued)

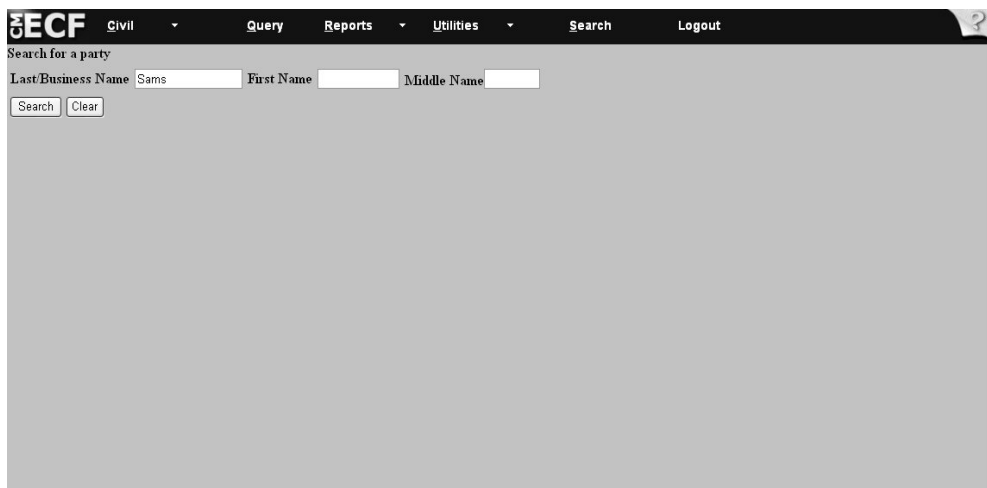
4. The system displays the select filer screen (see **Figure IX - 38**) . Since you are not a party to the case yet, you must click *Add/Create New Party*.



The screenshot shows the ECF (Electronic Case Filing) system interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Motions". The main content area displays the case number "1:07-cv-00369-NA Sony Electronics, Inc. v. United States". Under the heading "Select the filer.", there are two sections: "Select the Party:" and "Select a Group:". The "Select the Party:" section has a dropdown menu showing "Sony Electronics, Inc. [Plaintiff]" and "United States [Defendant]". The "Select a Group:" section has four radio button options: "No Group", "All Defendants", "All Plaintiffs", and "All Parties". To the right of these options is a link labeled "Add/Create New Party". At the bottom of the form, there are "Next" and "Clear" buttons.

Figure IX - 38

5. Type in the party name if known (see **Figure IX - 39** Tip: If you do not know the party's name, then type the first three characters of the party's business name and click **Search**).



The screenshot shows the ECF (Electronic Case Filing) system interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Search for a party". The main content area displays a form with three input fields: "Last/Business Name" (containing "Sams"), "First Name", and "Middle Name". Below the input fields are "Search" and "Clear" buttons.

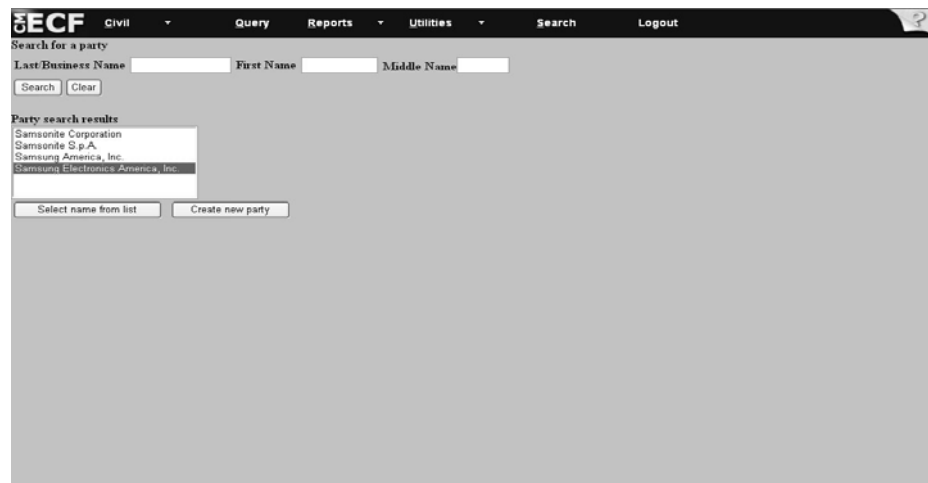
Figure IX - 39

IX. Filing Case Events: Motion to Intervene (continued)

6. If the party . . .

- ▶ is listed among the system entries, then highlight the party name and click (see **Figure IX - 40**). **Note:** Information such as *doing business as* should be added on the next screen. The system next displays the party information screen.

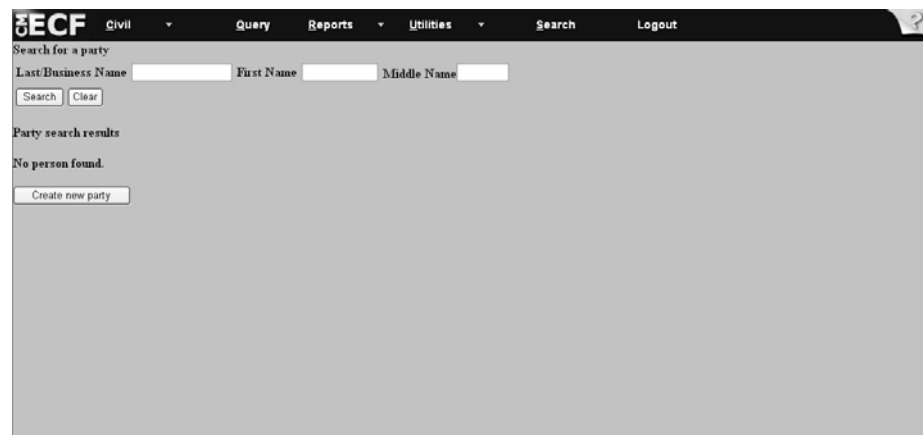
Figure IX - 40



The screenshot shows the ECF system interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this is a search section titled "Search for a party" with input fields for "Last/Business Name", "First Name", and "Middle Name", and "Search" and "Clear" buttons. The "Party search results" section displays a list of parties: "Samsonte Corporation", "Samsonte S.p.A.", "Samsung America, Inc.", and "Samsung Electronics America, Inc.". The "Samsung Electronics America, Inc." entry is highlighted. Below the list are two buttons: "Select name from list" and "Create new party".

- ▶ is not listed among system entries, click (see **Figure IX - 41**). The system next displays the party information screen. **Note:** The example on the following page, *Microsoft Corporation*, is used in this manual to illustrate the situation where a party is not in the database.

Figure IX - 41



The screenshot shows the ECF system interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this is a search section titled "Search for a party" with input fields for "Last/Business Name", "First Name", and "Middle Name", and "Search" and "Clear" buttons. The "Party search results" section displays the message "No person found." Below this message is a button labeled "Create new party".

IX. Filing Case Events: Motion to Intervene (continued)

7. Enter the party information business name in the *Last Name* box unless it is an individual and only if you did not find a match on the previous screen. **Note:** Information such as *doing business as* or *formerly known as* must be created or added as though it was a new party. Skip the other address text boxes and go to the *Role* field. Click on the drop-down arrow in the *Role* box and highlight the role of the party (see **Figure IX - 42**). You do not need to add any other information on this screen. **Note:** Steps 4 - 7 must be repeated for each additional party you represent. Click if there are no other parties (see **Figure IX - 43**).

Figure IX - 42

The screenshot shows the 'Party Information' section of the ECF Civil form. The 'Last name' field contains 'Microsoft Corporation'. The 'Role' dropdown menu is open, displaying a list of roles including: Plaintiff (pla pty), Amicus (am pty), Consolidated Plaintiff (cp pty), Counter Claimant (cc pty), Counter Defendant (cd pty), Cross Claimant (cc pty), Cross Defendant (cd pty), Defendant (dt pty), Interested Party (ip pty), Interpleader (intpl pty), Intervenor Plaintiff (intpla pty), Intervenor Defendant (intvdt pty), Petitioner (pet pty), Proposed Amicus (pam pty), Proposed Consolidated Plaintiff (pcp pty), Proposed Intervenor Plaintiff (pinvpla pty), Respondent (res pty), Special Master (sm pty), ThirdParty Defendant (3pd pty), and ThirdParty Plaintiff (3pp pty). The 'Pro se' checkbox is unchecked. The 'Submit' button is visible at the bottom left.

Figure IX - 43

The screenshot shows the 'Party Information' section of the ECF Civil form. The 'Role' dropdown menu is now closed, and 'Proposed Intervenor Defendant (pinvdt pty)' is selected. The 'Pro se' checkbox remains unchecked. The 'Submit' button is visible at the bottom left. The 'Start date' field is populated with '1/4/2008'. The 'Alias' field is empty, and the 'Review' button is visible at the bottom right.

IX. Filing Case Events: Motion to Intervene (continued)

8. Highlight the party you just added (*Microsoft Corporation*) and the party that you selected from the list (*Samsung*) (see **Figure IX - 44**). After all parties are selected, click **Next**.

Figure IX - 44

The screenshot shows the ECF Motions interface for case 1:07-cv-00369-N/A Sony Electronics, Inc. v. United States. Under the heading "Select the filer," there are two sections: "Select the Party:" and "Select a Group:". The "Select the Party:" section contains a list box with four entries: "Samsung Electronics America, Inc. [Proposed Intervenor Defendant]", "Microsoft Corporation [Proposed Intervenor Defendant]", "Sony Electronics, Inc. [Plaintiff]", and "United States [Defendant]". The "Select a Group:" section has four radio button options: "No Group", "All Defendants", "All Plaintiffs", and "All Parties". There is a link "Add/Create New Party" to the right of the "Select a Group:" section. At the bottom left are "Next" and "Clear" buttons.

9. After you select the party, the system may display the attorney associations screen (see **Figure IX - 45**.) If so, then select attorney associations if applicable. **Note:** Checking this box will create a link in the system between the attorney and the case. Check the *Lead* box if you are lead attorney on the case, otherwise leave the box blank. The *Notice* box with the checkmark is the system default. The Court recommends keeping the *Notice* box checked because this will add the attorney to the ECF notification list, which notifies all parties of the events filed on the case.

Click **Next**.

Figure IX - 45

The screenshot shows the ECF Motions interface for case 1:07-cv-00369-N/A Sony Electronics, Inc. v. United States. It displays a message: "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*:". Below this, there are two rows of checkboxes. The first row is for "Samsung Electronics America, Inc. (pty:patvdt)" represented by Bruce Wayne (aty), with checkboxes for "Lead" and "Notice". The second row is for "Microsoft Corporation (pty:patvdt)" represented by Bruce Wayne (aty), with checkboxes for "Lead" and "Notice". There is a link "Select all" above the "Next" and "Clear" buttons at the bottom left.

IX. Filing Case Events: Motion to Intervene (continued)

10. Scroll down through the list of motions and highlight, for purposes of this example, *Motion to Intervene* (see **Figure IX - 46**) Click .

Figure IX - 46

The screenshot shows the ECF (Electronic Case Filing) interface for the case "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". The "Motions" section is active. A search bar at the top says "Start typing to find another event." Below it, there are two columns: "Available Events (click to select events)" and "Selected Events (click to remove events)". The "Available Events" list includes: Motion to Consolidate cases, Motion to Correct Record, Motion to Deposit Funds, Motion to Dismiss Case, Motion to Enforce Judgment, Motion to Exclude, Motion to Expedite, Motion to Intervene (highlighted), Motion to Invest Funds, Motion to Join, Motion to Join (Parties), Motion to Lift Stay, Motion to Modify or Terminate EFP, Motion to Quash, and Motion to Remand Case. The "Selected Events" column currently contains "Motion to Intervene". At the bottom of the "Available Events" list are "Next" and "Clear" buttons.

11. After you select the appropriate motion, you will be prompted to file your case-related documents (see **Figure IX - 47**) After you add all PDF documents and attachments, click .

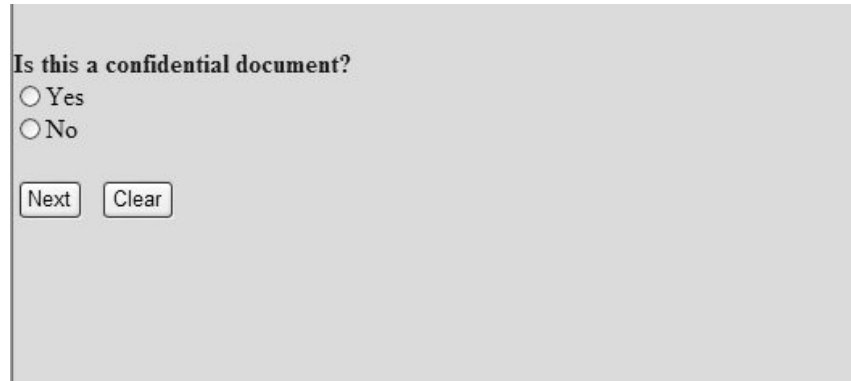
Figure IX - 47

The screenshot shows a form titled "Select the pdf document and any attachments." It has a section for the "Main Document" with a text input field containing "C:\ctdocument.pdf" and a "Browse..." button. Below this is a table for "Attachments" with columns for "Attachments", "Category", and "Description". The first row is labeled "1." and has a text input field, a "Browse..." button, a dropdown menu, and another text input field. At the bottom of the form are "Next" and "Clear" buttons.

IX. Filing Case Events: Motion to Intervene (continued)

12. The system asks if the document contains confidential information (see **Figure IX - 48**)

Figure IX - 48



Is this a confidential document?

☐ Yes

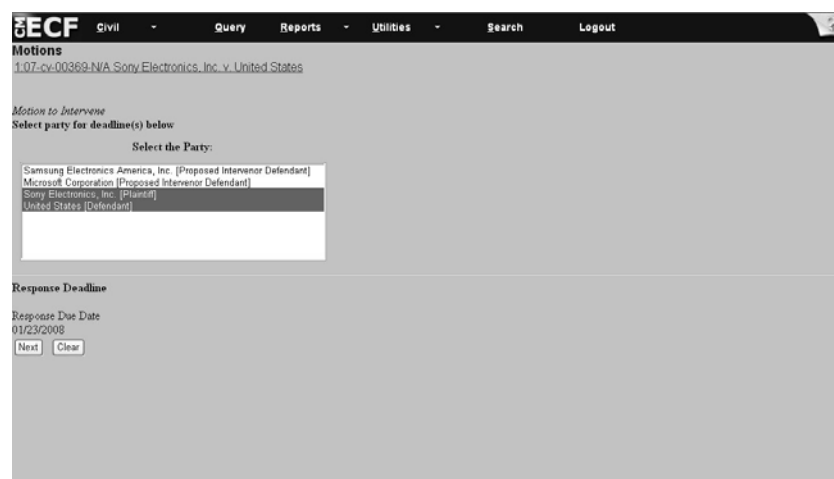
☐ No

13. Select Yes or No and click .

Note: Attorneys representing proposed intervenors in a action will not be permitted to file and view documents containing confidential information until they are granted intervenor status and have submitted and filed the proper documentation. See V. Filing and Viewing Confidential Document.

14. Select all parties entitled to respond to your motion (see **Figure IX - 49**). Exclude yourself. **Tip:** If you have more than one party filer, then hold down the [CTRL] key and highlight parties by clicking on the appropriate entries. Click .

Figure IX - 49



ECF Civil Query Reports Utilities Search Logout

Motions

1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

Motion to Intervene

Select party for deadline(s) below

Select the Party:

- Samsung Electronics America, Inc. [Proposed Intervenor Defendant]
- Microsoft Corporation [Proposed Intervenor Defendant]
- Sony Electronics, Inc. [Plaintiff]
- United States [Defendant]

Response Deadline

Response Due Date
01/23/2008

IX. Filing Case Events: Motion to Intervene (continued)

15. Enter the type of party for which intervention is sought (See **Figure IX - 50** Type in either *Defendant* or *Plaintiff* and click).

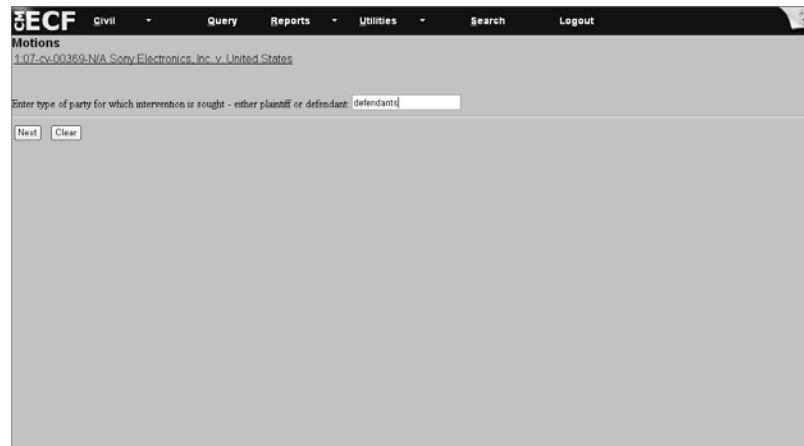
The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Motions" and the case number is "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". The main content area has a label "Enter type of party for which intervention is sought - either plaintiff or defendant:" followed by a text input field containing the word "defendant". Below the input field are two buttons: "Next" and "Clear".

Figure IX - 50

16. This screen in the figure below (see **Figure IX - 51**) shows the docket text information, and offers an opportunity to modify the docket text. Text can be modified by selecting a description from the drop-down prefix box. **Note:** If the motion is a consent motion, then you must use the drop-down box to select *Consent* and ignore the response due date. You may also modify the text by typing in the free text box. When you are finished modifying the text, click .

The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Motions" and the case number is "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". The main content area has a label "Docket Text: Modify as Appropriate." followed by a dropdown menu with the selected option "Motion to intervene as defendants intervenor". To the right of the dropdown menu is a text input field containing the text "Response due by 1/23/2008. Filed by Bruce Wayne of Law Offices of Bruce Wayne on behalf of Samsung Electronics America, Inc., Microsoft Corporation (Wayne, Bruce)". Below the input field are two buttons: "Next" and "Clear".

Figure IX - 51

IX. Filing Case Events: Motion to Intervene (continued)

17. **Important:** Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see **Figure IX - 52**). Once you click on the final text screen, you will have no opportunity to correct your entry. The button completes and locks the text of the transaction.

- If the entry is not correct, then hit the *[Back]* button to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click on *Civil* to restart.
- If your entry is correct, then click . The system displays the notice of electronic filing screen.

The screenshot displays the ECF system interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Motions" followed by the case identifier "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". The main content area shows the "Docket Text: Final Text" for a "Motion to intervene as defendants intervenor. Responses due by 1/23/2008. Filed by Bruce Wayne of Law Offices of Bruce Wayne on behalf of Samsung Electronics America, Inc., Microsoft Corporation.(Wayne, Bruce)". A warning message states: "Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue." Below this, the "Source Document Path (for confirmation only):" is listed as "C:\Scan Documents\07-00369.pdf pages: 1". At the bottom of the form are two buttons: "Next" and "Clear".

Figure IX - 52

IX. Filing Case Events: Motion to Intervene (continued)

18. The last screen the system displays is the notice of electronic filing (see **Figure IX - 53**). This screen is your receipt of the filing.

The screenshot displays the ECF system interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this is a header section for 'Motions' with a link to '1:07-cv-00369-N/A Sony Electronics, Inc. v. United States'. The main content area is titled 'U.S. Court of International Trade' and 'TEST Database'. The primary section is 'Notice of Electronic Filing', which states: 'The following transaction was entered by Wayne, Bruce on 1/4/2008 at 9:55 AM EDT and filed on 1/4/2008'. It lists the case name as 'Sony Electronics, Inc. v. United States', the case number as '1:07-cv-369', and the filer as 'Samsung Electronics America, Inc.' and 'Microsoft Corporation'. The document number is '6'. A 'Docket Text' section follows, stating: 'Motion to intervene as defendants intervenor. Responses due by 1/23/2008. Filed by Bruce Wayne of Law Offices of Bruce Wayne on behalf of Samsung Electronics America, Inc., Microsoft Corporation (Wayne, Bruce)'. Below this, it says '1:07-cv-369 Notice has been electronically mailed to:' followed by email addresses for Sam A. Houston and Bruce Wayne. Then it says '1:07-cv-369 Notice has been delivered by other means to:'. The final section states 'The following document(s) are associated with this transaction:' and lists the document description as 'Main Document', the original filename as 'C:\Scan Documents\07-00369.pdf', and an 'Electronic document Stamp' with a long alphanumeric string.

ECF Civil Query Reports Utilities Search Logout

Motions
[1:07-cv-00369-N/A Sony Electronics, Inc. v. United States](#)

U.S. Court of International Trade
TEST Database

Notice of Electronic Filing

The following transaction was entered by Wayne, Bruce on 1/4/2008 at 9:55 AM EDT and filed on 1/4/2008

Case Name: Sony Electronics, Inc. v. United States
Case Number: [1:07-cv-369](#)
Filer: Samsung Electronics America, Inc.
Microsoft Corporation
Document Number: [6](#)

Docket Text:
Motion to intervene as defendants intervenor. Responses due by 1/23/2008. Filed by Bruce Wayne of Law Offices of Bruce Wayne on behalf of Samsung Electronics America, Inc., Microsoft Corporation (Wayne, Bruce)

1:07-cv-369 Notice has been electronically mailed to:

Sam A. Houston sam.houston@usdoj.gov
Bruce Wayne bruce.wayne@knight.com

1:07-cv-369 Notice has been delivered by other means to:

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

Document description: Main Document
Original filename: C:\Scan Documents\07-00369.pdf
Electronic document Stamp:
[STAMP uscItStamp_ID=992012590 [Date=1/4/2008] [FileNumber=330994-0] [
a0ed1b79c1e3ee6bf56c591485ce22ba9a08d8e318420e43f1b85dd993cad5a82d4be5
9af7992f943ba522f5b66a3db8cd6da4a5cbe3d72d05c5893d6ad55125]]

Figure IX - 53

IX. Filing Case Events: Motion to Intervene (continued)

***** Important Procedural Note *****

Due to the requirements of *Motions to Intervene*, this entry must be followed up with two to four additional and separate docket entries **in the following order**.

Required entries

1. *Form 11 - Notice of Appearance* (found under *Notices*)
2. *Form 13 - Corporate Disclosure Statement* (found under *Other Documents*)

Possible entries

3. *Form 17 - Business Proprietary Information Certification* - (found under *Other Documents* - this is a case-specific filing and must be broken up into two separate filings, if applicable, one for attorneys and one for consultants. The filing for the attorney goes before the filing for the consultant).
4. *Motion for Preliminary Injunction* - this is the **ONLY** other document that may be filed until the motion to intervene has been granted.

IX. Filing Case Events: Motion for Judgment Upon Agency Record 56.1

1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events* Window.
2. Click on *Motions* under the *Motions and Related Filings* submenu (see **Figure IX - 54**).

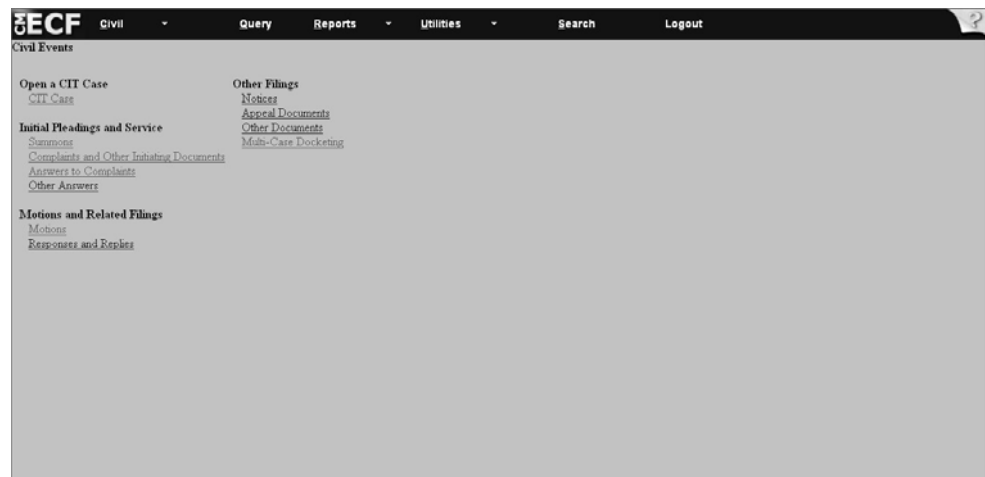


Figure IX - 54

3. Type in the case number in the **yy-xxxxxx** format (see **Figure IX - 55**). Check the box *Joint filing with other attorney(s)* only if this is a joint filing. **Note:** A consent motion is not a joint filing. Therefore, please do not select this option if you are filing a consent motion. Click .

A screenshot of the CM/ECF web application interface showing the 'Motions' section. The top navigation bar is the same as in Figure IX - 54. The main content area is titled 'Motions' and contains a 'Case Number' input field with the text '1:07-cv-369'. Below the input field is a checkbox labeled 'Joint filing with other attorney(s)'. At the bottom of the form are two buttons: 'Next' and 'Clear'.

Figure IX - 55

IX. Filing Case Events: Motion for Judgment Upon Agency Record 56. 1

(continued)

4. Highlight the party on whose behalf you are filing (see **Figure IX - 56**). **Tip:** If you have more than one party filer, then hold down the **[Ctrl]** key and highlight parties by clicking on the appropriate entries. **Note:** Select one of the group options if it applies. Click **Next**.

Figure IX - 56

The screenshot shows the ECF Motions interface. At the top, there is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the case title "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States" is displayed. The main section is titled "Select the filer:" and contains two columns. The left column, "Select the Party:", has a list box with "Sony Electronics, Inc. (Plaintiff)" and "United States (Defendant)". The right column, "Select a Group:", has radio button options: "No Group", "All Defendants", "All Plaintiffs", and "All Parties". There is a link "Add/Create New Party" to the right of the group options. At the bottom left, there are "Next" and "Clear" buttons.

5. After you highlight the party, the system may display the attorney associations screen (see **Figure IX - 57**). If so, then select attorney associations if applicable. **Note:** Checking this box will create a link in the system between the attorney and the case. Check the *Lead* box if you are lead attorney on the case, otherwise leave the box blank. The *Notice* box with the checkmark is the system default. The Court recommends keeping the *Notice* box checked because this will add the attorney to the ECF notification list, which notifies all parties of the events filed on the case. Click **Next**.

Figure IX - 57

The screenshot shows the ECF Motions interface for attorney associations. The navigation bar and case title are the same as in Figure IX - 56. The main section contains the following text: "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*:". Below this text is a table with one row: "Sony Electronics, Inc. (ptyp1a) represented by Matthew Murdock (any)". To the left of this row is a checked checkbox. To the right of the row are two checkboxes: "Lead" (unchecked) and "Notice" (checked). At the bottom left, there are "Next" and "Clear" buttons.

IX. Filing Case Events: Motion for Judgment Upon Agency Record 56.1

(continued)

6. Scroll down through the list of motions and highlight *Motion for Judgment upon Agency Record 56.1* (see **Figure IX - 58**). Click **Next**.

Figure IX - 58

The screenshot shows the ECF (Electronic Case Filing) interface for the case 1:07-cv-00369-N/A Sony Electronics, Inc. v. United States. The 'Motions' section is active, displaying a list of available events. The event 'Motion for Judgment upon Agency Record 56.1' is highlighted. Below the list, there are 'Next' and 'Clear' buttons.

Available Events (click to select events)	Selected Events (click to remove events)
Motion for Hearing	Motion for Judgment upon Agency Record 56.1
Motion for Injunction Pending Appeal	
Motion for Judgment as a Matter of Law	
Motion for Judgment on the Pleadings	
Motion for Judgment upon Agency Record 56.1	
Motion for Judgment upon Agency Record 56.2	
Motion for Leave to	
Motion for Leave to File Discovery Material	
Motion for Leave to File Out of Time	
Motion for Leave to Proceed In Forma Pauperis	
Motion for More Definite Statement	
Motion for New Trial	
Motion for Oral Argument	
Motion for Order to Show Cause	
Motion for Partial Summary Judgment	

7. After you select the appropriate motion, you will be prompted to file your case-related documents (see **Figure IX - 59**).

Figure IX - 59

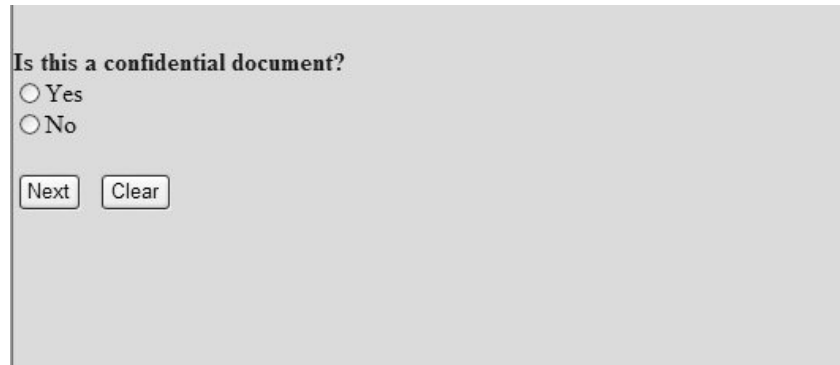
The screenshot shows the 'Select the pdf document and any attachments.' screen. It includes a 'Main Document' section with a text input field containing 'C:\citdocument.pdf' and a 'Browse...' button. Below this is a table for 'Attachments' with columns for 'Attachments', 'Category', and 'Description'. The first row is labeled '1.' and has input fields for each column, including a 'Browse...' button. At the bottom, there are 'Next' and 'Clear' buttons.

Attachments	Category	Description
1. <input type="text"/>	<input type="text"/>	<input type="text"/>

IX. Filing Case Events: Motion for Judgment Upon Agency Record 56.1 (continued)

8. The system asks if the document contains confidential information (see **Figure IX - 60**)

Figure IX - 60



Is this a confidential document?

☐ Yes

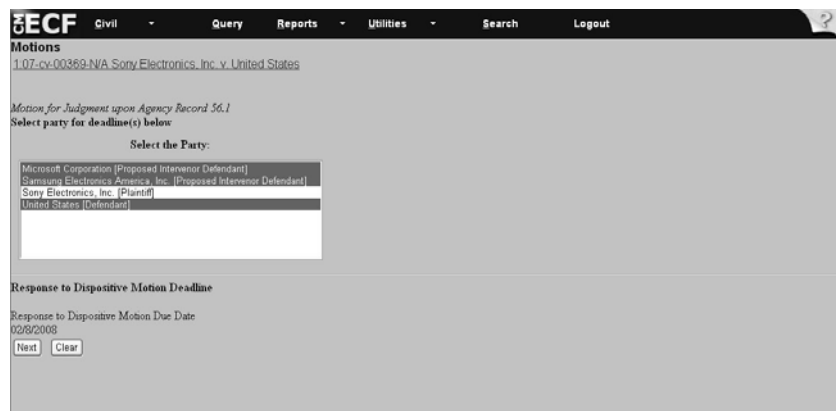
☐ No

9. Select Yes or No and click .

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

10. Select all the parties entitled to respond to your motion (see **Figure IX - 61**). **Tip:** If you have more than one party filer, then hold down the *Ctrl* key and highlight and select other parties by selecting the appropriate names. Click .

Figure IX - 61



ECF Civil Query Reports Utilities Search Logout

Motions

1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

Motion for Judgment upon Agency Record 56.1

Select party for deadline(s) below

Select the Party:

Microsoft Corporation (Proposed Intervenor Defendant)
Samsung Electronics America, Inc. (Proposed Intervenor Defendant)
Sony Electronics, Inc. (Plaintiff)
United States (Defendant)

Response to Dispositive Motion Deadline

Response to Dispositive Motion Due Date

02/09/2008

IX. Filing Case Events: Motion for Judgment Upon Agency Record 56.1

(continued)

11. The screen with the docket text information offers an opportunity to modify the docket text if appropriate (see **Figure IX - 62**). Text can be modified by selecting a description from the drop-down prefix box or by typing in the free text box. When you are finished modifying the text, click . If you do not wish to modify the text, click .

ECF CIVIL Query Reports Utilities Search Logout

Motions
1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

Docket Text: Modify as Appropriate.

Motion for judgment on agency record 56.1

Figure IX - 62

IX. Filing Case Events: Motion for Judgment Upon Agency Record 56.

(continued)

12. Important: Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see Figure IX - 63). Once you click on the final text screen, you will have no opportunity to change or correct your entry. The Next button completes the transaction and locks the text!

- If the entry is not correct, then hit the *[Back]* button to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click on *Civil* to restart.
- If your entry is correct, then click . The system displays the notice of electronic filing screen.

The screenshot shows the ECF system interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Motions". The main content area displays the docket text for a motion for judgment on agency record 56.1. The text is: "Motion for judgment on agency record 56.1. Response to Dispositive Motion due by 2/8/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc..(Murdock, Matthew)". Below the docket text, there is a warning: "Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue." Below the warning, the source document path is displayed: "Source Document Path (for confirmation only): C:\Scan Documents\07-00369.pdf pages: 1". At the bottom of the screen, there are two buttons: "Next" and "Clear".

Figure IX - 63

IX. Filing Case Events: Motion for Judgment Upon Agency Record 56. 1 (continued)

13. The last screen the system displays is the notice of electronic filing (**Figure IX - 64**). This screen is the receipt of the filing.

The screenshot displays the ECF system interface. At the top is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this is a header section for 'Motions' with a link to '1:07-cv-00369-N/A Sony Electronics, Inc. v. United States'. The main content area is titled 'U.S. Court of International Trade' and 'TEST Database'. The primary section is 'Notice of Electronic Filing', which states: 'The following transaction was entered by Murdock, Matthew on 1/4/2008 at 11:57 AM EDT and filed on 1/4/2008'. It lists the case name as 'Sony Electronics, Inc. v. United States', the case number as '1:07-cv-369', the filer as 'Sony Electronics, Inc.', and the document number as '7'. Below this is the 'Docket Text' section, which reads: 'Motion for judgment on agency record 56.1. Response to Dispositive Motion due by 2/8/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc.. (Murdock, Matthew)'. The next section, '1:07-cv-369 Notice has been electronically mailed to:', lists three recipients: Sam A. Houston (sam.houston@usdoj.gov), Matthew M. Murdock (mmurdock@wayneparker.com, mmurdock@aol.com), and Bruce Wayne (bruce.wayne@knight.com). This is followed by '1:07-cv-369 Notice has been delivered by other means to:'. The final section, 'The following document(s) are associated with this transaction:', includes a 'Document description' of 'Main Document', an 'Original filename' of 'C:\Scan Documents\07-00369.pdf', and an 'Electronic document Stamp' containing a long alphanumeric string: '[STAMP uscItStamp_ID=992012590 [Date=1/4/2008] [FileNumber=330997-0] [8f328b7306dfa571bb650965cf159f019bce8e35dcbe5a2111da16ed791d9275d05509ca756c631fd013346f94d7e754c278d900398e3b126d1dc3c4aed61da8]]'.

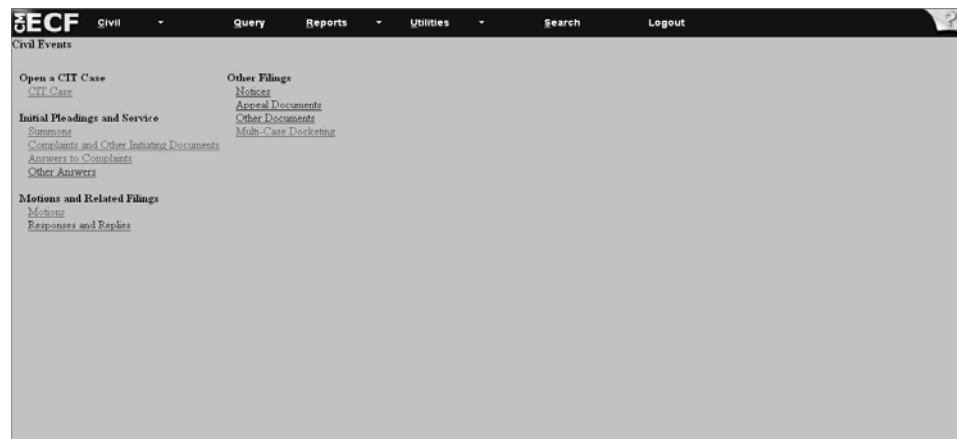
Figure IX - 64

IX. Filing Case Events: Response to Dispositive Motion for Judgment Upon Agency Record 56.1

Important: If the response contains a cross-motion, then file the document as a cross-motion, and type in the free docket text box, *Response to pending motion*.

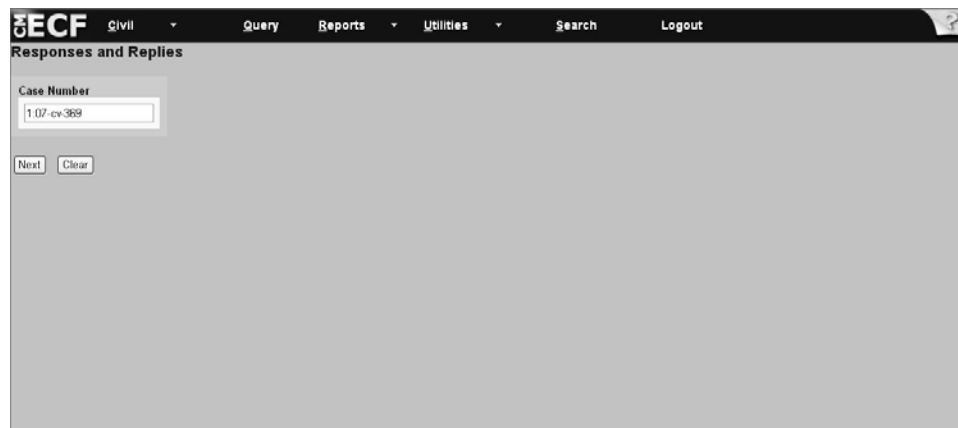
1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events* Window.
2. Click on *Responses and Replies* under the *Motions and Related Filings* submenu (see **Figure IX - 65**).

Figure IX - 65



3. Type in the case number in the following format: **yy-xxxxxx** (see **Figure IX - 66**). Click

Figure IX - 66



IX. Filing Case Events: Response to Dispositive Motion for Judgment Upon Agency Record 56.1 (continued)

4. Highlight the party on whose behalf you are filing (see **Figure IX - 67**). **Tip:** If you have more than one party filer, then hold down the *Ctrl* key and highlight the parties by clicking on the appropriate parties. Select one of the group options if it applies. Click .

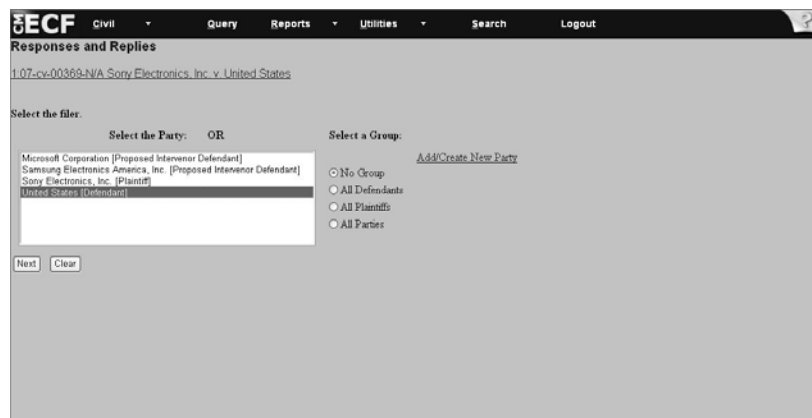


Figure IX - 67

5. After you highlight the party, the system may display the attorney associations screen (see **Figure - 68**). If so, then select attorney associations if applicable. **Note:** Checking this box will create a link in the system between the attorney and the case. Check the *Lead* box if you are lead attorney on the case, otherwise leave the box blank. The *Notice* box with the checkmark is the system default. The Court recommends keeping the *Notice* box checked because this will add the attorney to the ECF notification list, which notifies all parties of the events filed on the case.

Click .

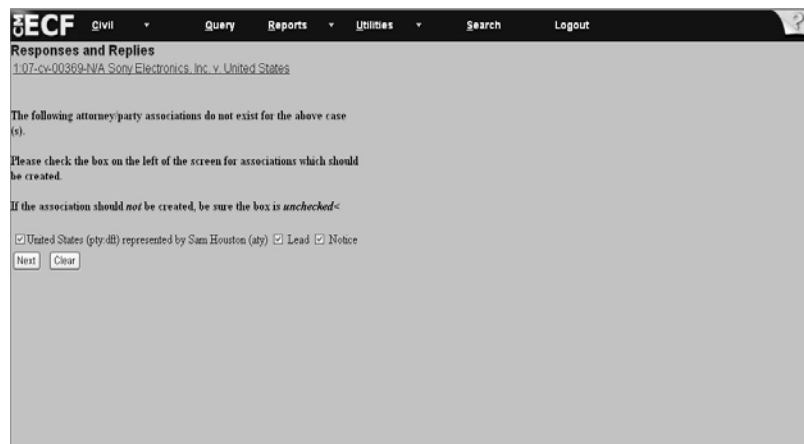


Figure IX - 68

IX. Filing Case Events: Response to Dispositive Motion for Judgment Upon Agency Record 56.1 (continued)

6. Select the event code from the drop-down menu (see **Figure IX - 69**) that describes your document by highlighting the description with your mouse. For this example, select *Response to Motion (Dispositive)*. Click .

Note: When your event code is selected, the code should appear in the blank space to the right of the drop-down box, under the *Selected Event* text.

The screenshot shows the ECF (Electronic Case Filing) system interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Responses and Replies" for case 1:07-cv-00369-N/A Sony Electronics, Inc. v. United States. The main content area has a section titled "Available Events (click to select an event)" with a dropdown menu. The dropdown menu is open, showing the following options: Reply, Response to Motion (Dispositive), Response to Motion (Procedural), Supplemental Response, and Sur-Reply. The "Response to Motion (Dispositive)" option is highlighted. To the right of the dropdown menu, there is a "Selected Event" field that displays "Response to Motion (Dispositive)". At the bottom left of the main content area, there are two buttons: "Next" and "Clear".

Figure IX - 69

IX. Filing Case Events: Response to Dispositive Motion for Judgment Upon Agency Record 56.1 (continued)

7. After you select the appropriate response, you will be prompted to file your case-related documents (see **Figure IX - 70**). After you add all PDF documents and attachments, click **Next**

Figure IX - 70

Select the pdf document and any attachments.

Main Document
C:\cidocument.pdf

Attachments	Category	Description
1. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/>	<input type="text"/>

8. The system asks if the document contains confidential information (see **Figure IX - 71**)

Figure IX - 71

Is this a confidential document?

☐ Yes
☐ No

9. Select Yes or No and click **Next** .

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

IX. Filing Case Events: Response to Dispositive Motion for Judgment Upon Agency Record 56.1 (continued)

10. Click in the box(es) of the motion(s) to which you are responding (**Figure IX - 72**). Click .

Figure IX - 72

ECF Civil Query Reports Utilities Search Logout

Responses and Replies
1:07-cv-00369-NA Sony Electronics, Inc. v. United States

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

- ☐ 01/03/2008 5 Consent Motion for extension of time until 2/22/2008 to file motion for summary judgment. Responses due by 1/22/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)
- ☐ 01/04/2008 6 Motion to intervene as defendants intervener. Responses due by 1/23/2008. Filed by Bruce Wayne of Law Offices of Bruce Wayne on behalf of Samsung Electronics America, Inc., Microsoft Corporation (Wayne, Bruce)
- ☒ 01/04/2008 7 Motion for judgment on agency record 56.1. Response to Dispositive Motion due by 2/8/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)

11. Select all the parties entitled to respond to your motion (see **Figure IX - 73**). **Tip:** If you have more than one party, then hold down the *Ctrl* key and highlight the parties by clicking on the appropriate parties. **Note:** This screen creates the reply due date.

12. Click on the box(es) next to the docket entries to which you are responding and click .

Figure IX - 73

ECF Civil Query Reports Utilities Search Logout

Responses and Replies
1:07-cv-00369-NA Sony Electronics, Inc. v. United States

Response to Motion (Dispositive)
Select party for deadline(s) below

Select the Party:

- ☒ Microsoft Corporation [Proposed Intervenor Defendant]
- ☒ Samsung Electronics America, Inc. [Proposed Intervenor Defendant]
- ☒ Sony Electronics, Inc. [Plaintiff]
- ☐ United States [Defendant]

Reply Deadline
Reply due
01/23/2008

Select docket entry components which are to be associated with the above schedule(s).

Filing Date #	Docket Text
01/03/2008 5	Consent Motion for extension of time until 2/22/2008 to file motion for summary judgment. Responses due by 1/22/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)
	<input type="checkbox"/> Motion for Extension of Time
01/04/2008 6	Motion to intervene as defendants intervener. Responses due by 1/23/2008. Filed by Bruce Wayne of Law Offices of Bruce Wayne on behalf of Samsung Electronics America, Inc., Microsoft Corporation (Wayne, Bruce)
	<input type="checkbox"/> Motion to Intervene
01/04/2008 7	Motion for judgment on agency record 56.1. Response to Dispositive Motion due by 2/8/2008. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)
	<input checked="" type="checkbox"/> Motion for Judgment upon Agency Record 56.1

IX. Filing Case Events: Response to Dispositive Motion for Judgment Upon Agency Record 56.1 (continued)

13. The screen with the docket text information allows you to modify the docket text if appropriate. For this example, you may want to type *in opposition* in the first free text box and *for Judgment upon Agency Record* in the second free text box (see **Figure IX - 74**). When you are finished modifying the text, click . If you do not wish to modify the text, click .

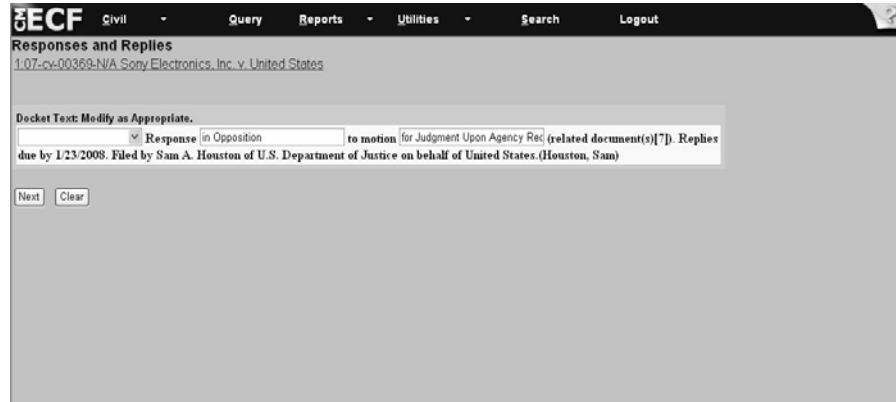


Figure IX - 74

14. **Important: Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see Figure IX - 75).** Once you click on the final text screen, you will have no opportunity to change or correct your entry. The button completes the transaction and locks the text.

- If the entry is not correct, then hit the *[Back]* button to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click on *Civil* to restart.
- If your entry is correct, then click . The system displays the notice of electronic filing screen.



Figure IX - 75

IX. Filing Case Events: Response to Dispositive Motion for Judgment Upon Agency Record 56.1 (continued)

15. The last screen the system displays is a notice of electronic filing (see **Figure IX - 76**). This screen is your receipt of the filing.

ECF Civil Query Reports Utilities Search Logout

Responses and Replies
1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

U.S. Court of International Trade
TEST Database

Notice of Electronic Filing

The following transaction was entered by Houston, Sam on 1/4/2008 at 12:17 PM EDT and filed on 1/4/2008

Case Name: Sony Electronics, Inc. v. United States
Case Number: 1:07-cv-369
Filer: United States
Document Number: 8

Docket Text:
Response in *Opposition* to motion for Judgment Upon Agency Record (related document(s)[7]). Replies due by 1/23/2008. Filed by Sam A. Houston of U.S. Department of Justice on behalf of United States.(Houston, Sam)

1:07-cv-369 Notice has been electronically mailed to:

Sam A. Houston sam.houston@usdoj.gov
Matthew M. Murdock mmurdock@wayneparker.com, mmurdock@aol.com
Bruce Wayne bruce.wayne@knight.com

1:07-cv-369 Notice has been delivered by other means to:

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

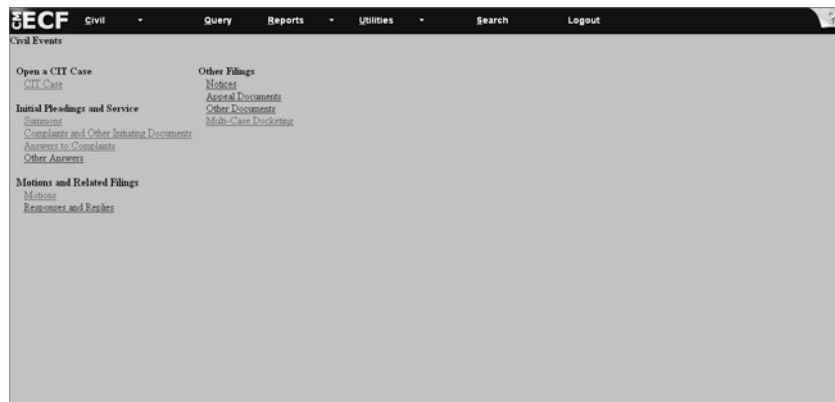
Document description: Main Document
Original filename: C:\Scan Documents\07-00369.pdf
Electronic document Stamp:
[STAMP uscItStamp_ID=992012590 [Date=1/4/2008] [FileNumber=331000-0] [a44ce0590646e27036295fbcf3a460642e52611145322e17d04cf4ad8d090fd4c3a3635636082b0fe1885cc6686be9dc4bc8b45f972819cc58e763da771b81f3]]

Figure IX - 76

IX. Filing Case Events: Reply to Response to Dispositive Motion

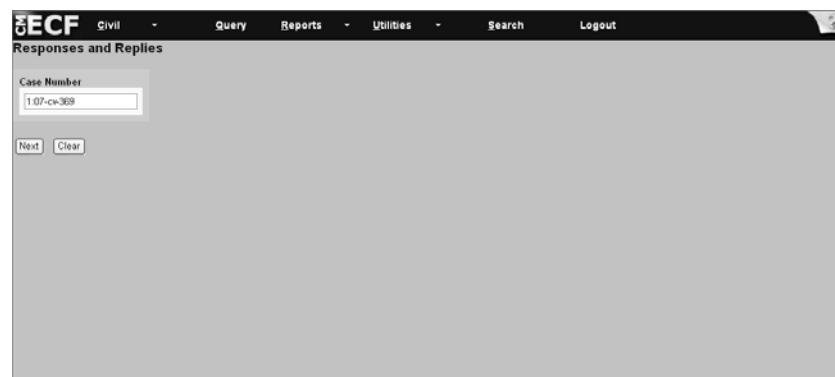
1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events* Window.
2. Click *Responses and Replies* under the *Motions and Related Filings* submenu. (see **Figure IX - 77**)

Figure IX - 77



3. Type in the case number in the **yy-xxxxx** format (see **Figure IX - 78**)

Figure IX - 78



IX. Filing Case Events: Reply to Response to Dispositive Motion (continued)

4. Highlight the party on whose behalf you are filing (see **Figure IX - 79**). **Tip:** If you have more than one party filer, then hold down the [CTRL] key and highlight the parties by clicking on the appropriate parties. Select one of the group options if it applies. Click **Next**.

Figure IX- 79

The screenshot shows the ECF 'Responses and Replies' interface for case 1:07-cv-00369-N/A Sony Electronics, Inc. v. United States. Under 'Select the file:', there is a list of parties: Microsoft Corporation (Proposed Intervenor Defendant), Samsung Electronics America, Inc. (Proposed Intervenor Defendant), Sony Electronics, Inc. (Plaintiff), and United States (Defendant). The 'United States (Defendant)' entry is highlighted. To the right, under 'Select a Group:', there are radio button options: No Group, All Defendants, All Plaintiffs, and All Parties. A 'Next' button is at the bottom left.

5. After you highlight the party, the system may display the attorney associations screen (see **Figure IX - 80**). If so, then select attorney associations if applicable. **Note:** Checking this box will create a link in the system between the attorney and the case. Check the *Lead* box if you are lead attorney on the case, otherwise leave the box blank. The *Notice* box with the checkmark is the system default. The Court recommends keeping the *Notice* box checked because this will add the attorney to the ECF notification list, which notifies all parties of the events filed on the case.

Click **Next**.

Figure IX - 80

The screenshot shows the ECF 'Responses and Replies' interface for the same case. It displays a message: '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:'. Below this, there is a checkbox for 'Sony Electronics, Inc. (ptypla) represented by Matthew Murdock (att)' which is checked. To the right of this checkbox are two more checkboxes: 'Lead' (unchecked) and 'Notice' (checked). 'Next' and 'Clear' buttons are at the bottom left.

IX. Filing Case Events: Reply to Response to Dispositive Motion (continued)

6. Select the event code from the drop-down menu (see **Figure IX - 81**) that describes your document by highlighting the description. For example, select *Reply*. Click .

The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Responses and Replies" and the case number is "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States". The main content area has a search bar and a section titled "Available Events (click to select an event)". A dropdown menu is open, showing the following options: "Reply", "Response to Motion (Dispositive)", "Response to Motion (Procedural)", "Supplemental Response", and "Sur-Reply". To the right of the dropdown is a "Selected Event" field that contains the text "Reply". Below the dropdown menu are two buttons: "Next" and "Clear".

Figure IX - 81

Note: When your event code is selected, the code should appear in the blank space to the right of the drop-down box.

IX. Filing Case Events: Reply to Response to Dispositive Motion (continued)

7. After you select the reply, you will be prompted to file your case-related documents (see **Figure IX - 82**). After you add all PDF documents and attachments, click **Next**.

Figure IX - 82

Select the pdf document and any attachments.

Main Document
C:\ctidocument.pdf

Attachments	Category	Description
1. <input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/> <input type="button" value="v"/>	<input type="text"/>

8. The system asks if the document contains confidential information (see **Figure IX - 83**)

Figure IX - 83

Is this a confidential document?

☐ Yes
☐ No

9. Select Yes or No and click **Next**.

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

IX. Filing Case Events: Reply to Response to Dispositive Motion (continued)

10. Click on the box of the response to which you are replying (see **Figure IX - 84**). Click

Note: This screen satisfies your reply due date.

ECF Civil Query Reports Utilities Search Logout

Responses and Replies
1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

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

☐ 01/03/2008 3 Answer to complaint. Filed by Sam A. Houston of U.S. Department of Justice on behalf of United States. (Houston, Sam)

☒ 01/04/2008 8 Response in Opposition to motion for Judgment Upon Agency Record (related document(s) 7). Replies due by 1/23/2008. Filed by Sam A. Houston of U.S. Department of Justice on behalf of United States (Houston, Sam)

Figure IX - 84

IX. Filing Case Events: Reply to Response to Dispositive Motion (continued)

11. The screen with the docket text information offers an opportunity to modify the docket text (if appropriate) by entering in a description, such as, “*in Support of Motion for Judgment*,” in the free text box (see **Figure IX - 85**). When you are finished modifying the text, click . If you do not want to modify the text, click .

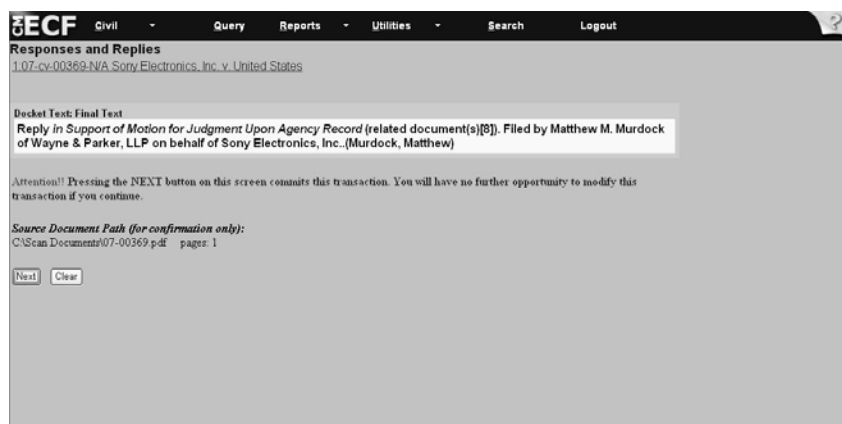
Figure IX - 85



12. **Important: Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see Figure IX - 86). Once you click on the final text screen, you will have no opportunity to change or correct your entry. The button completes the transaction and locks the text!**

- If the entry is not correct, then hit the *[Back]* button to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click on *Civil* to restart.
- If your entry is correct, then click . The system displays the notice of electronic filing screen.

Figure IX - 86



IX. Filing Case Events: Reply to Response to Dispositive Motion

(continued)

11. The last screen the system displays is the notice of electronic filing (see **Figure IX - 87**). This screen is your receipt of the filing.

ECF Civil Query Reports Utilities Search Logout

Responses and Replies
1:07-cv-00369-N/A Sony Electronics, Inc. v. United States

U.S. Court of International Trade
TEST Database

Notice of Electronic Filing

The following transaction was entered by Murdock, Matthew on 1/4/2008 at 12:27 PM EDT and filed on 1/4/2008

Case Name: Sony Electronics, Inc. v. United States
Case Number: 1:07-cv-369
Filer: Sony Electronics, Inc.
Document Number: 9

Docket Text:
Reply in *Support of Motion for Judgment Upon Agency Record* (related document(s)[8]). Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc.. (Murdock, Matthew)

1:07-cv-369 Notice has been electronically mailed to:

Sam A. Houston sam.houston@usdoj.gov
Matthew M. Murdock mmurdock@wayneparker.com, mmurdock@aol.com
Bruce Wayne bruce.wayne@knight.com

1:07-cv-369 Notice has been delivered by other means to:

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

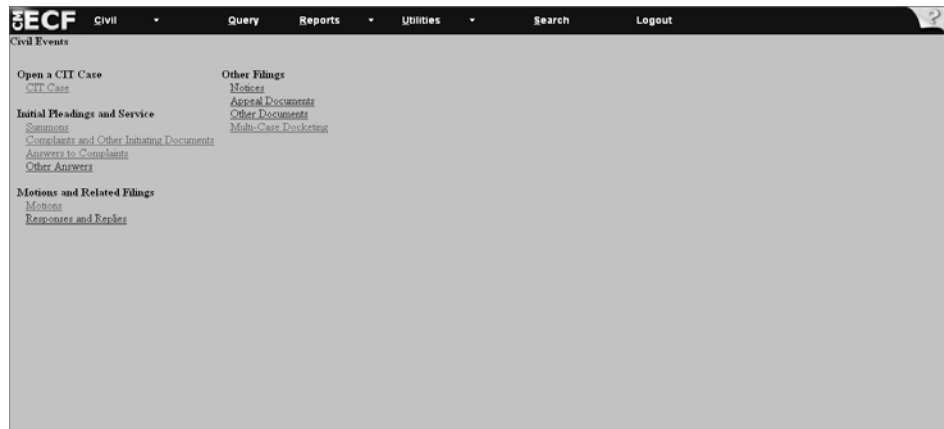
Document description: Main Document
Original filename: C:\Scan Documents\07-00369.pdf
Electronic document Stamp:
[STAMP uscItStamp_ID=992012590 [Date=1/4/2008] [FileNumber=331003-0] [9E33c72dd8b0b3c44322cc017bb5ff1f05bac57606f019dd63064ecc22068400239eef d290a6614398744b8f9ce009b41d8035de280a0ec38014f434ceb79247]]

Figure IX - 87

IX. Filing Case Events: Appeal Documents

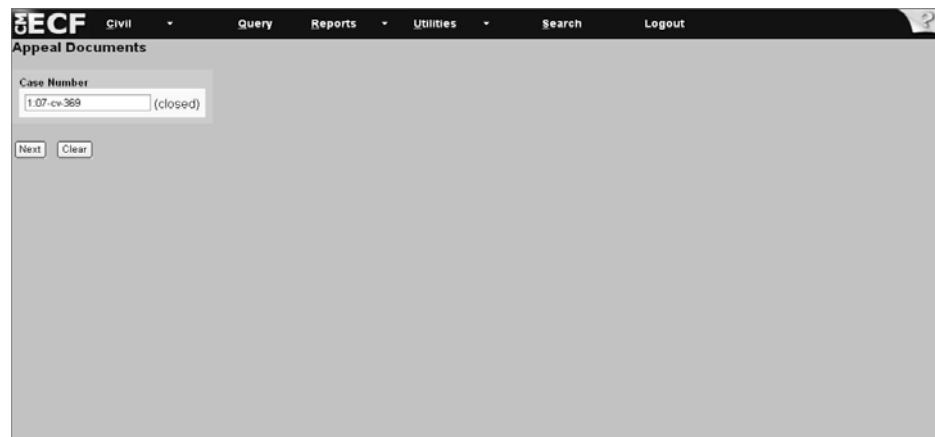
1. Select *Civil* from the CM/ECF menu bar to display the *Civil Events Window*.
2. Click on *Appeal Documents* under *Other Filings* (see **Figure IX - 88**).

Figure IX - 88



3. Type in the case number in the **yy-xxxxxx** format (see **Figure IX - 89**). Click **Next** .

Figure IX - 89



IX. Filing Case Events: Appeal Documents (continued)

4. Highlight the party on whose behalf you are filing (see **Figure IX - 90**). Tip: If you have more than one party filer, then hold down the **[Ctrl]** key and highlight the parties by selecting the appropriate parties. Select one of the group options if it applies. Click **Next**.

Figure IX - 90

The screenshot shows the ECF (Electronic Case Filing) interface for 'Appeal Documents'. The header includes 'ECF' and navigation links: 'Civil', 'Query', 'Reports', 'Utilities', 'Search', and 'Logout'. Below the header, the case information is displayed: '1:07-cv-00369-NIA Sony Electronics, Inc. v. United States' and 'CASE CLOSED on 01/04/2008'. The main section is titled 'Select the filer.' and contains two columns. The left column, 'Select the Party:', has a list of parties with 'Sony Electronics, Inc. [Intervenor]' highlighted. The right column, 'Select a Group:', has radio button options: 'No Group', 'All Defendants', 'All Plaintiffs', and 'All Parties'. A 'Next' button is at the bottom left, and a 'Clear' button is at the bottom right.

5. Click on the down arrow and highlight *Notice of Appeal* (see **Figure IX - 91**).

6. Click **Next**

Figure IX - 91

The screenshot shows the ECF (Electronic Case Filing) interface for 'Appeal Documents'. The header is the same as in Figure IX - 90. The case information is the same. The main section is titled 'Available Events (click to select an event)' and contains a list of events with 'Notice of Appeal' highlighted. To the right of this list is a 'Selected Event' field, which also contains 'Notice of Appeal'. A 'Next' button is at the bottom left, and a 'Clear' button is at the bottom right.

Note: When your event code is selected, the code should appear in the blank space to the right of the drop-down box, under the *Selected Event* text.

IX. Filing Events: Appeal Documents (continued)

7. After you select the event *Notice of Appeal* in step 6, you will be prompted to file your case-related documents (see **Figure IX - 92**). After you add all PDF documents and attachments, click **Next**.

The screenshot shows a web form titled "Select the pdf document and any attachments." It has a section for "Main Document" with a text input field containing "C:\citdocument.pdf" and a "Browse..." button. Below this is a table with three columns: "Attachments", "Category", and "Description". The first row is labeled "1." and contains a text input field with a "Browse..." button, a dropdown menu, and another text input field. At the bottom of the form are "Next" and "Clear" buttons.

Figure IX - 92

8. The system asks if the document contains confidential information (see **Figure IX - 93**)

The screenshot shows a web form titled "Is this a confidential document?". It has two radio button options: "Yes" and "No". Below the options are "Next" and "Clear" buttons.

Figure IX - 93

9. Select Yes or No and click **Next**.

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

IX . Filing Case Events: Appeal Documents (continued)

10. Check the box next to the event which you are appealing (see **Figure IX - 94**).
11. Enter the decision being appealed, for example, *08-08*.

Figure IX - 94

ECF Civil Query Reports Utilities Search Logout

Appeal Documents

1:07-cv-00369-N/A Sony Electronics, Inc. v. United States CASE CLOSED on 01/04/2008

Notice of Appeal

☐

Date: 1/7/2008

Filing Date # Docket Text

1:07-cv-00369-N/A

01/04/2008 Order entered on 1/4/2008, Slip opinion: 08-08 in favor of United States against Sony Electronic, Inc. (related document(s) 7). (Fong, Sam)

Slip Opinion (Dispositive)

☒ Appeal Filing Deadline 03/04/2008

Next Clear

12. Check the box *Appeal Filing Deadline* by clicking in the box (see **Figure IX - 95**).
13. Click

Figure IX - 95

ECF Civil Query Reports Utilities Search Logout

Appeal Documents

1:07-cv-00369-N/A Sony Electronics, Inc. v. United States CASE CLOSED on 01/04/2008

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

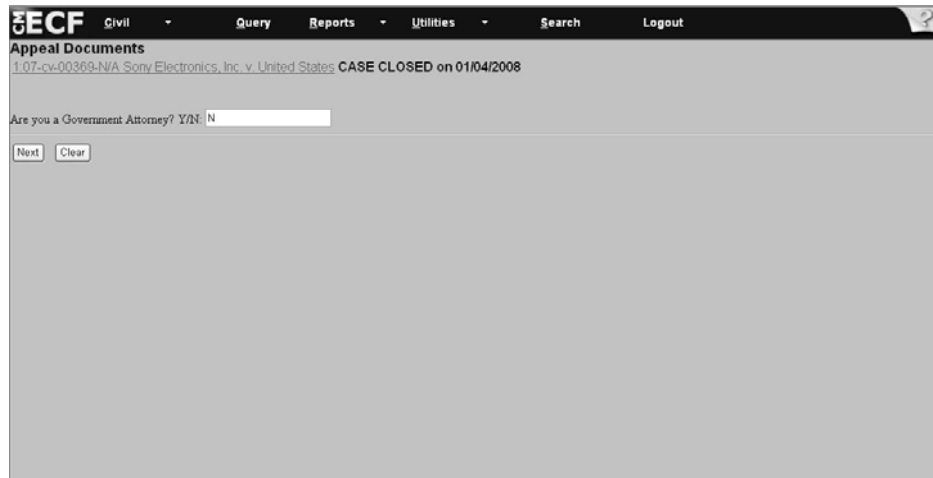
☒ 01/04/2008 10 Order entered on 1/4/2008, Slip opinion: 08-08 in favor of United States against Sony Electronic, Inc. (related document(s) 7). (Fong, Sam)

Enter the decision being appealed (example 06-1 or judgment/order of 1/1/2006) 08-08

Next Clear

IX. Filing Case Events: Appeal Documents (continued)

14. Enter, “Y,” or, “N,” in the government attorney box (see **Figure IX - 96**).

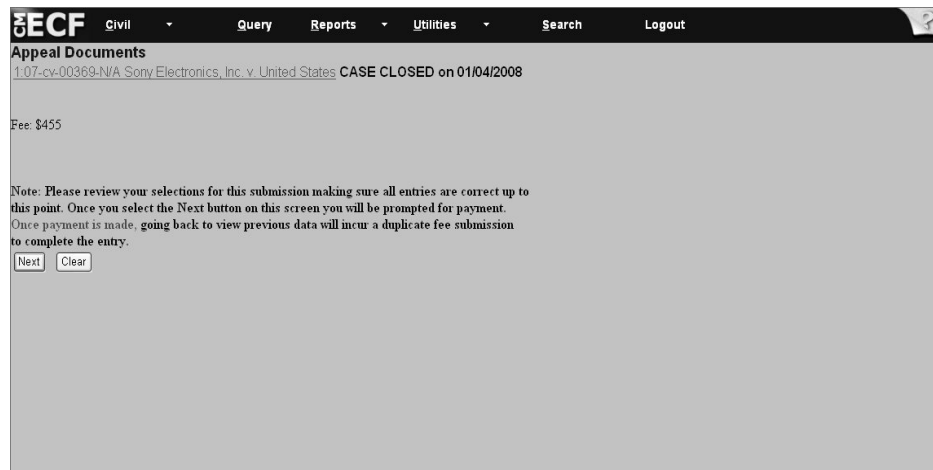


The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Appeal Documents". The case information is "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States" and the status is "CASE CLOSED on 01/04/2008". The main form area contains the question "Are you a Government Attorney? Y/N:" followed by a text input field containing the letter "N". Below the input field are two buttons: "Next" and "Clear".

Figure IX - 96

15. View the screen, which shows the fee associated with filing the appeal (see **Figure IX - 97**).

Click



The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with links: Civil, Query, Reports, Utilities, Search, and Logout. Below this, the page title is "Appeal Documents". The case information is "1:07-cv-00369-N/A Sony Electronics, Inc. v. United States" and the status is "CASE CLOSED on 01/04/2008". The main form area displays "Fee: \$455". Below this, there is a note: "Note: Please review your selections for this submission making sure all entries are correct up to this point. Once you select the Next button on this screen you will be prompted for payment. Once payment is made, going back to view previous data will incur a duplicate fee submission to complete the entry." At the bottom of the form area are two buttons: "Next" and "Clear".

Figure IX - 97

IX - Filing Case Events: Appeal Documents (continued)

Directions: Continue with the steps outlined below to file an appeal. All fields marked with an asterisk (*) require information. The attorney filer's information will appear on the screen. If needed, change the information or add information.

Note: If you experience difficulty when filing payment, please call the *Pay.gov* Help Desk at: 1-800-624-1373. If payment is not accepted, then file your documents manually via certified mail to preserve the filing date.


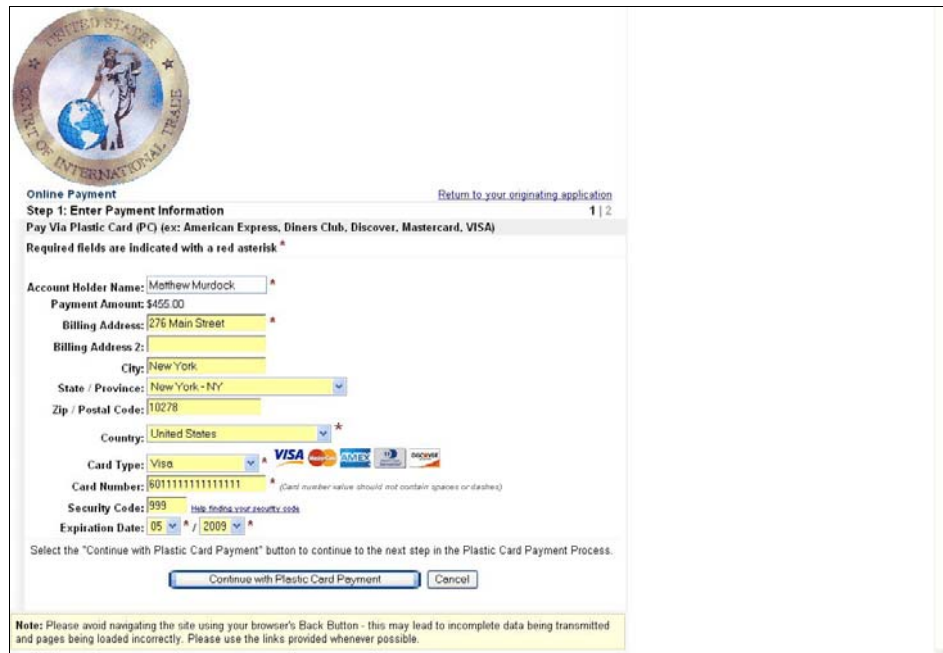
16. Complete all the information requested on this screen.
17. Enter credit card number **without dashes or spaces** between numbers (**Figure IX - 98**).
18. Enter the security code which is the three-digit code on the back of the credit card.
19. Click  after you enter all the information.

Figure IX - 98



Online Payment [Return to your originating application](#)

Step 1: Enter Payment Information 1 | 2

Pay Via Plastic Card (PC) (ex: American Express, Diners Club, Discover, Mastercard, VISA)

Required fields are indicated with a red asterisk *

Account Holder Name: *

Payment Amount: \$455.00

Billing Address: *


Billing Address 2:

City:

State / Province:

Zip / Postal Code:

Country:

Card Type: * 

Card Number: * (Card number value should not contain spaces or dashes)

Security Code: [this field is your security code](#)

Expiration Date: / *

Select the "Continue with Plastic Card Payment" button to continue to the next step in the Plastic Card Payment Process.

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

WARNING:

While in the *Pay.gov* screen, if you hit the Back button to make changes on previous screens, the system may charge you twice for the same filing. If this occurs, then call the USCIT Help Desk at 1-866-450-1859 and adjustments will be made to your account.

IX - Filing Case Events: Appeal Documents (continued)

20. View the payment information that appears on the screen.
21. Enter an e-mail address to receive confirmation of the transaction.
22. Go to the authorization and disclosure fields and click on the box that authorizes a charge to your account (see **Figure IX - 99**).

Online Payment [Return to your originating application](#)
Step 2: Authorize Payment 1 | 2

Payment Summary [Edit this information](#)

Address Information	Account Information	Payment Information
Account Holder Matthew Name: Murdock Billing Address: 276 Main Street Billing Address 2: City: New York State / Province: NY Zip / Postal Code: 10278 Country: USA	Card Type: Visa Card Number: *****1111 Expiration Date: 5 / 2009	Payment Amount: \$455.00 Transaction Date 01/07/2008 09:50 and Time: EST

Email Confirmation Receipt
To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.

Email Address:
Confirm Email Address:
CC:
Separate multiple email addresses with a comma

Authorization and Disclosure
Required fields are indicated with a red asterisk *

I authorize a charge to my card account for the above amount in accordance with my card issuer agreement. ☒ *

Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

Figure IX - 99

IX. Filing Case Events: Appeal Documents (continued)

23. Click on the Appeal Documents screen (see **Figure IX - 100**).

Figure IX - 100



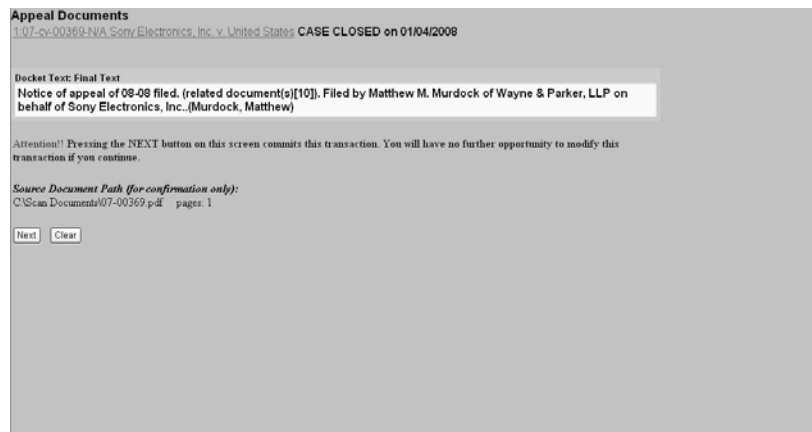
Note that if you have already paid, you should NOT use the [Back] button on this screen!

24. Important: Review the docket entry carefully on the final text screen since this is how the docket entry will appear on the docket (see **Figure IX - 101**). Once you click on the final text screen, you will have no opportunity to change or correct your entry. The Next button completes the transaction and locks the text.

- If the entry is not correct, then hit the [Back] button to return to previous screens to edit your entry. To abort the entire entry (and lose all your information), click on *Civil* to restart.
- If your entry is correct, then click . The system displays the notice of electronic filing screen.

25. Click .

Figure IX - 101



IX. Filing Case Events: Appeal Documents (continued)

26. The last screen the system displays is the notice of electronic filing (see **Figure IX - 102**). This screen is your receipt of the filing.

Appeal Documents
1:07-cv-00369-N/A Sony Electronics, Inc. v. United States **CASE CLOSED on 01/04/2008**

U.S. Court of International Trade
TEST Database

Notice of Electronic Filing

The following transaction was entered by Murdock, Matthew on 1/7/2008 at 9:52 AM EDT and filed on 1/7/2008

Case Name: Sony Electronics, Inc. v. United States
Case Number: 1:07-cv-369
Filer: Sony Electronics, Inc.
WARNING: CASE CLOSED on 01/04/2008
Document Number: 11

Docket Text:
Notice of appeal of 08-08 filed. (related document(s)[10]). Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)

1:07-cv-369 Notice has been electronically mailed to:

Sam A. Houston sam.houston@usdoj.gov
Bruce Wayne bruce.wayne@knight.com

1:07-cv-369 Notice has been delivered by other means to:

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

Document description: Main Document
Original filename: C:\Scan Documents\07-00369.pdf
Electronic document Stamp:
[STAMP uscItStamp_ID=992012590 [Date=1/7/2008] [FileNumber=331009-0] [a0ba3c2ff9c2044441f67bdc6b38b5c3140e5cb6fee5cbbfc7a509ed28a732e1874f84a707d3c39a851f8d335e5c5731df24d694e45741df28cfbba868953167]]

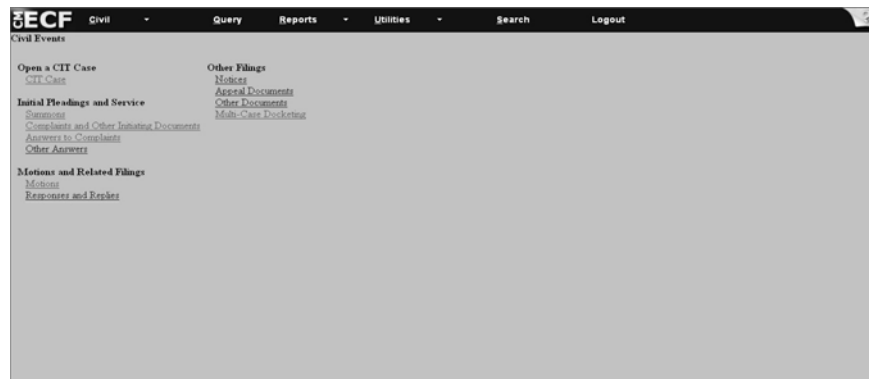
Figure IX - 102

IX. Filing Case Events: Multi-Case Docketing

One of the options included in the Case Management/Electronic Case Files (ECF) System is the ability to docket multiple cases on the system. The following directions should assist you in managing multiple cases in various scenarios.

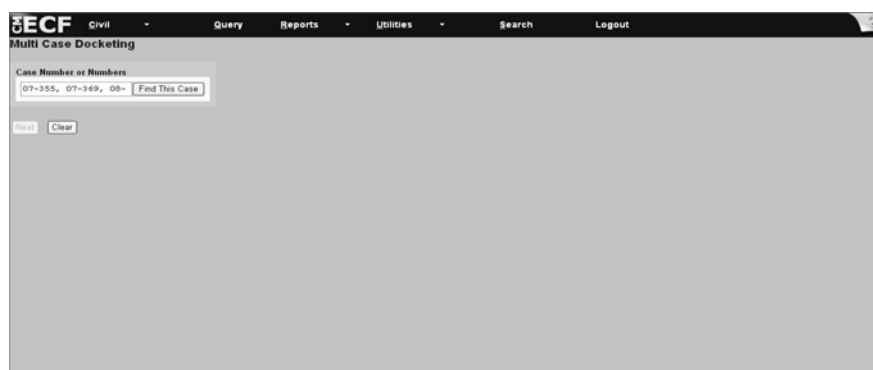
1. From the Main Civil Events screen shown in **Figure IX - 103**, select *Multi-Case Docketing* from the available choices under *Other Filings*.

Figure IX - 103



2. The next screen is the *Multi Case Docketing* Screen. From this screen, you may enter the case number or numbers of cases you would like to docket together. They may be entered in the YY-NNN format. For example, 07-355 (As in **Figure IX - 104**). Each new case number can be separated by a comma from the preceding case number. Do not concern yourself with the order of entry, because the system will automatically select the earliest case listed as the case under which the cases will be docketed together. However, be sure to include **all** case numbers so that earlier cases are not left out in error.

Figure IX - 104

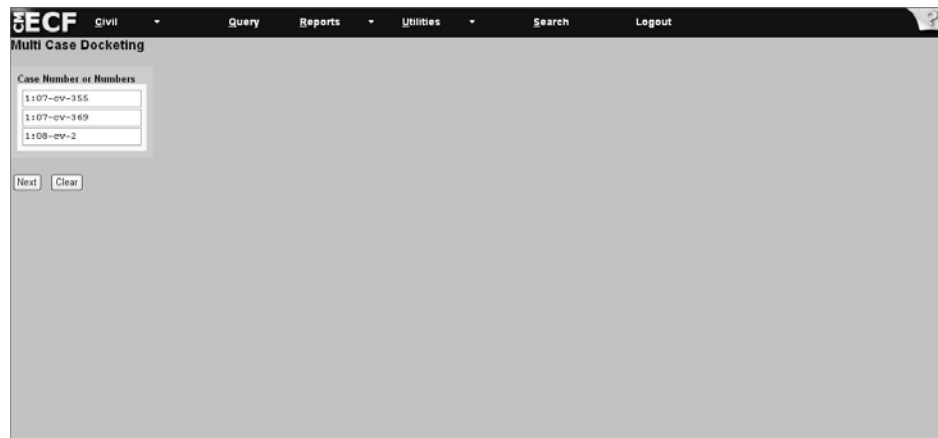


3. Select the button.

IX. Filing Case Events: Multi-Case Docketing (continued)

4. On the next screen, the case numbers you have entered will appear in separate boxes to verify that the case numbers you entered appear correctly as shown in **Figure IX - 105**.

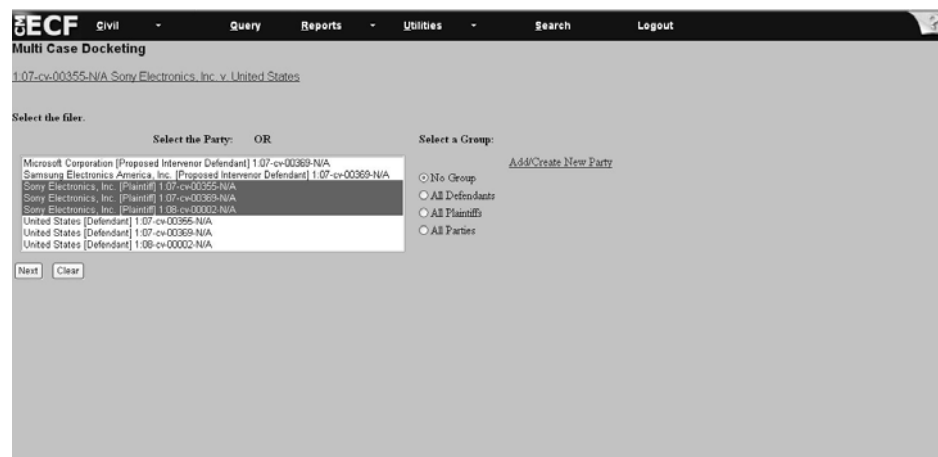
Figure IX - 105

The screenshot shows the 'ECF Civil' interface with a 'Multi Case Docketing' section. Under the heading 'Case Number or Numbers', there are three input fields containing the text '1:07-cv-355', '1:07-cv-369', and '1:08-cv-2'. Below these fields are 'Next' and 'Clear' buttons.

5. Once you have verified that all case numbers appear to be correct, click **Next** .

6. The next screen you see will contain the link for the new, multiple case docket under the earliest case, which has been automatically selected (1-07-cv-00355 in this case). The screen is visible below in **Figure IX - 106**.

Figure IX - 106

The screenshot shows the 'ECF Civil' interface with a 'Multi Case Docketing' section. The case number '1:07-cv-00355-N/A Sony Electronics, Inc. v. United States' is displayed. Below this, there is a 'Select the files.' section with a list of parties: 'Microsoft Corporation [Proposed Intervenor Defendant] 1:07-cv-00369-N/A', 'Samsung Electronics America, Inc. [Proposed Intervenor Defendant] 1:07-cv-00369-N/A', 'Sony Electronics, Inc. [Plaintiff] 1:07-cv-00355-N/A', 'Sony Electronics, Inc. [Plaintiff] 1:07-cv-00369-N/A', 'Sony Electronics, Inc. [Plaintiff] 1:08-cv-00002-N/A', 'United States [Defendant] 1:07-cv-00355-N/A', 'United States [Defendant] 1:07-cv-00369-N/A', and 'United States [Defendant] 1:08-cv-00002-N/A'. To the right of the list is a 'Select a Group:' section with radio buttons for 'No Group', 'All Defendants', 'All Plaintiffs', and 'All Parties'. There is also a link 'Add/Create New Party' and 'Next' and 'Clear' buttons at the bottom.

7. From this screen, click on all filing parties from the case party information, which has populated from the case numbers entered on the previous screen.

8. Select **Next** to move to the subsequent screen.

IX. Filing Case Events: Multi-Case Docketing (continued)

9. On this screen, you will be prompted to enter the *Event* which is applicable to your multi-case docketing request. At present **only** the following Consent Motions or Events are available:

- Certificate of Service;
- Consent Motion for Extension of Time to Remain on Reserve Calendar;
- Consent Motion for Extension of Time to Remain on Suspension Disposition Calendar;
- Consent Motion for Leave to File Out of Time;
- Consent Motion for Suspension;
- Consent Motion to Consolidate Cases;
- Consent Motion to Remove from Suspension Disposition Calendar;
- Consent Motion to Remove Suspension File;
- Form 11 Notice of Appearance;
- Form 18 Notice of Termination of Access to Business Proprietary Information.

10. Once selected, your *Events* will appear in the blank box to the right of the list of available *Events*, as shown in **Figure IX - 107**.

The screenshot shows the ECF Multi Case Docketing interface. At the top, there's a navigation bar with 'ECF', 'Civil', 'Query', 'Reports', 'Utilities', 'Search', and 'Logout'. Below this, the title bar reads 'Multi Case Docketing : 1:07-cv-00355-WA Sony Electronics, Inc. v. United States'. The main area is divided into two columns. The left column, titled 'Available Events (click to select events)', contains a search box and a list of events: Certificate of Service, Consent Motion for Extension of Time to Remain on Reserve Calendar, Consent Motion for Extension of Time to Remain on Suspension Disposition Calendar, Consent Motion for Leave to File Out of Time, Consent Motion for Suspension, Consent Motion to Consolidate Cases, Consent Motion to Remove from Suspension Disposition Calendar, and Consent Motion to Remove from Suspension File. The right column, titled 'Selected Events (click to remove events)', contains a single event: Consent Motion for Extension of Time to Remain on Reserve Calendar. At the bottom of the left column are 'Next' and 'Clear' buttons.

Figure IX - 107

11. Select **Next** to move to the subsequent screen.

12. Browse for the document representing your Consent Motion or Certificate of Service, and be sure to indicate whether there are attachments. See **Figure IX - 108**.

The screenshot shows the ECF screen for selecting the pdf document and any attachments. The title bar reads 'Select the pdf document and any attachments.' Below this, there's a section for 'Main Document' with a text box containing 'C:\ctidocument.pdf' and a 'Browse...' button. Below this is a table with three columns: 'Attachments', 'Category', and 'Description'. The first row is labeled '1.' and has a text box, a 'Browse...' button, a dropdown menu, and another text box. At the bottom are 'Next' and 'Clear' buttons.

Figure IX - 108

IX. Filing Case Events: Multi-Case Docketing (continued)

13. Once the appropriate document has been selected, press the **Next** button to advance to the document linking screen (**Figure IX - 109**).

Figure IX - 109

Select the pdf document and any attachments.

Main Document
C:\citdocument.pdf

Attachments	Category	Description
1. <input type="text"/> <input <="" td="" type="button" value="Browse..."/> <td><input type="text"/></td> <td><input type="text"/></td>	<input type="text"/>	<input type="text"/>

14. The system asks if the document contains confidential information (see **Figure IX - 110**)

Figure IX - 110

Is this a confidential document?

☐ Yes
☐ No

15. Select Yes or No and click **Next** .

Note: Only authorized Confidential Filers will be able to file and view documents containing confidential information. See V. Filing and Viewing Confidential Documents.

IX. Filing Case Events: Multi-Case Docketing (continued)

16. The document linking screen will allow you to select whether you will be linking specific documents from the multiple cases to the Consent Motion or Certificate of Service you are filing. In addition, this screen will allow you to enter a new requested Reserve Calendar Date. (See **Figure IX - 111**).

The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the title bar reads "Multi Case Docketing : 1:07-cv-00355-N/A Sony Electronics, Inc. v. United States". The main content area contains a checkbox labeled "Should the document you are filing link to another document in this case?". Below this, there is a text input field labeled "Enter requested new reserve calendar date:" with the value "6/30/2008" entered. At the bottom of the form, there are two buttons: "Next" and "Clear".

Figure IX - 111

17. Select **Next** to move to the subsequent screen.

18. The *Docket Text Modification* screen should appear next, and will insert the name of the Consent Motion or Certificate of Service Selected. There is a free-form box for comments on this screen. (See **Figure IX - 112**).

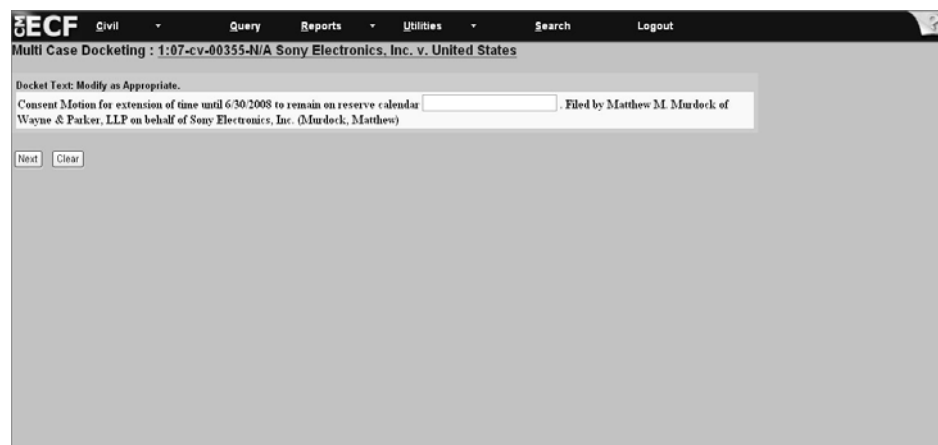
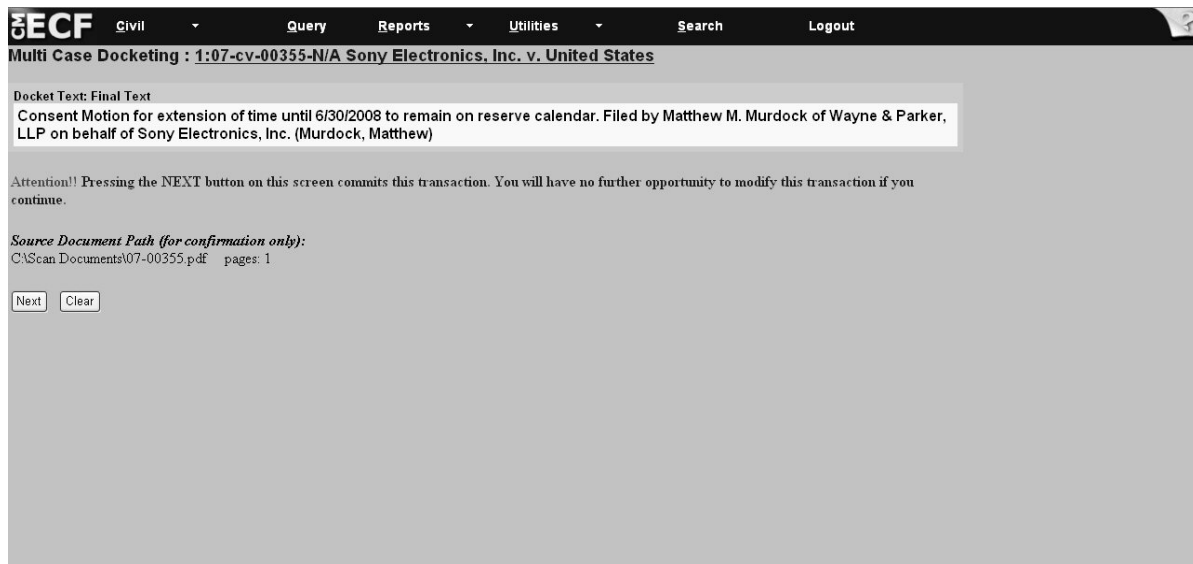
The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the title bar reads "Multi Case Docketing : 1:07-cv-00355-N/A Sony Electronics, Inc. v. United States". The main content area contains a text input field labeled "Docket Text: Modify as Appropriate." with the text "Consent Motion for extension of time until 6/30/2008 to remain on reserve calendar" entered. To the right of this text, there is a button labeled "Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)". At the bottom of the form, there are two buttons: "Next" and "Clear".

Figure IX - 112

19. Once you have completed reviewing the information on this screen and entering any free-form comments, select **Next** to move to the following screen and complete Docket Text entry.

IX. Filing Case Events: Multi-Case Docketing (continued)

20. The *Docket Text: Final Text* screen should appear, as in **Figure IX - 113**, represents your last opportunity to back track to correct screens.



The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with the ECF logo and links for Civil, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the title bar reads "Multi Case Docketing : 1:07-cv-00355-N/A Sony Electronics, Inc. v. United States". The main content area displays the "Docket Text: Final Text" screen. It contains the text: "Consent Motion for extension of time until 6/30/2008 to remain on reserve calendar. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)". Below this text, there is a warning: "Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue." Further down, the "Source Document Path (for confirmation only):" is listed as "C:\Scan Documents\07-00355.pdf pages: 1". At the bottom of the screen, there are two buttons: "Next" and "Clear".

Figure IX - 113

21. Once you have reviewed the information on the *Docket Text: Final Text* screen, press the Next button to complete the transaction and move to the Notice of Electronic Filing Screen.

IX. Filing Case Events: Multi-Case Docketing (continued)

22. The Notice of Electronic Filing Screen is the last screen that appears. In the Case of a Multi-Case Docketed event, the screen will appear different, because information will appear for **all cases**. Note that the Docket Text is listed in date sequence. Please review this screen to ensure that **all** cases are included on this screen. If there are errors in this screen, please contact the Help Desk at (866) 450-1859 with questions or concerns. (See **Figure IX - 114**)

CM/ECF Civil Query Reports Utilities Search Logout

Multi Case Docketing : 1:07-cv-00355-N/A Sony Electronics, Inc. v. United States

U.S. Court of International Trade

TEST Database

Notice of Electronic Filing

The following transaction was entered by Murdock, Matthew on 1/23/2008 at 10:00 AM EDT and filed on 1/23/2008

Case Name: Sony Electronics, Inc. v. United States
Case Number: 1:07-cv-355
Filer: Sony Electronics, Inc.
Document Number: 2

Docket Text:
Consent Motion for extension of time until 6/30/2008 to remain on reserve calendar. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)

Case Name: Sony Electronics, Inc. v. United States
Case Number: 1:07-cv-369
Filer: Sony Electronics, Inc.
Document Number: 12

Docket Text:
Consent Motion for extension of time until 6/30/2008 to remain on reserve calendar. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)

Case Name: Sony Electronics, Inc. v. United States
Case Number: 1:08-cv-2
Filer: Sony Electronics, Inc.
Document Number: 4

Docket Text:
Consent Motion for extension of time until 6/30/2008 to remain on reserve calendar. Filed by Matthew M. Murdock of Wayne & Parker, LLP on behalf of Sony Electronics, Inc. (Murdock, Matthew)

1:07-cv-355 Notice has been electronically mailed to:

Matthew M. Murdock nmurdock@wayneparker.com, nmurdock@aol.com

1:07-cv-355 Notice has been delivered by other means to:

Barbara S. Williams
U.S. Department of Justice
International Trade Field Office
26 Federal Plaza
New York, NY 10278

1:07-cv-369 Notice has been electronically mailed to:

Sam A. Houston sam.houston@usdoj.gov
Matthew M. Murdock nmurdock@wayneparker.com, nmurdock@aol.com
Bruce Wayne bruce.wayne@knight.com

1:07-cv-369 Notice has been delivered by other means to:

1:08-cv-2 Notice has been electronically mailed to:

Matthew M. Murdock nmurdock@wayneparker.com, nmurdock@aol.com

1:08-cv-2 Notice has been delivered by other means to:

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

CM/ECF widget Processing/WindowDestroy() RONG>Document description Main Document
Original filename: C:\Scan Documents\07-00355.pdf
Electronic document Stamp:
[STAMP uscitStamp_ID=992012590 [Date=1/23/2008] [FileNumber=331194-0]
[10747d6790b7862b3055aa7e03edc179332b73e0f22bcb9738c442ded1f4bea0c
79d8543302dab5efcd0f1d8f5a0163325456735e2d21a95e4028e31b0a]]

Figure IX - 114