## How To Link Your Upgraded PACER Account to NextGen CM/ECF

- **STEP 1:** If you have not yet upgraded your PACER account, please do so. Instructions can be found <u>HERE</u>.
- **STEP 2:** You will need your CurrentGen CM/ECF login and password to proceed.
- **STEP 3:** Go to the Court's Website at <u>https://www.tnmd.uscourts.gov/</u>
- **STEP 4:** Click on "E-filing (CM/ECF) >>"



**STEP 5:** Click on "Middle District of Tennessee – Document Filing System



The CM/ECF system will be down for routine maintenance weekly on Saturday mornings from 2:00-2:30AM.

## **STEP 6:** You will be taken to a PACER login screen. Enter you PACER credentials. **Do not log on using a shared firm PACER account.**

## PACER LOGIN

Your browser must be set to accept cookies in order to log in to this site. If your browser is set to accept cookies and you are experiencing problems with the login, delete the stored cookie file in your PC. Close and reopen your browser before trying again.

Required Information				
lsername *				
assword *				
lient Code				
	Login	Clear	Cancel	
Ne	ed an Account? LF	Forgot Your Password	? I Forgot User Name?	
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OTIOF. This is a sector	icted government	t web site for official	PACER use only. Unauthorized er	ntrv is

**STEP 7:** Click **Utilities**, and then click the **"Link a CM/ECF account to my PACER account"** link.

CM CECF Query Reports	tilities - Help Log Out
Jtilities 🔰	12
Your Account Link a CM/ECF account to my PACER account Change PACER Exemption Status Maintain Your Login/Password Change Client Code	Release 3.1 Menu Items NextGen Release 1.1 Menu Items

**STEP 8:** Enter your CurrentGen CM/ECF credentials in the CM/ECF login and CM/ECF password fields. Click Submit.

CM CF Query Reports - Utilities - Help Log Out
Link a CM/ECF account to my PACER account
This utility links your PACER account with your e-filer account in this court.
If you use CM/ECF for PACER only, no action is necessary.
If you had a CM/ECF e-filing account in this court before the court converted to NextGen CM/ECF, enter your old CM/ECF login and password below and press Submit. You will be prompted to confirm that you want to link your PACER account to your old CM/ECF e-filing account. Press Submit to link the accounts (or go back if the names don't match).
CM/ECF login:
CM/ECF password:
Suborit Clear
Forgot togatepassword

**STEP 9:** Verify that the CM/ECF account and PACER account listed are accurate. If so, click **Submit**.



**Note**: Make sure you are linking to your individual PACER account. If you link the wrong CM/ECF account and PACER account, please contact the helpdesk at 615-695-2888.

**STEP 10:** You have successfully linked your accounts. You will now use only your PACER account to access both PACER and CM/ECF for this Court. Press F5 to refresh the screen and view the Civil and Criminal menu items for filing.