

UNITED STATES BANKRUPTCY COURT
District of Vermont

Thomas J. Hart
Clerk of Court

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TO: Court Users
FROM: Thomas J. Hart
DATE: June 20, 2014
RE: CM/ECF Refresher Training

**CLERK'S
ANNOUNCEMENT
14-106**

The court is pleased to announce that we will host live a web-based CM/ECF refresher training for attorneys and support staff on Tuesday, July 29, 2014 at 10:00 a.m. The training will cover proper use of events, use of the Search feature, and filing motions and amendments. The majority of the training will be devoted to a question and answer session so that we can address your specific concerns and interests. To take full advantage of the training you will need to connect to the live video portion from a computer and the audio via telephone. Instructions for connecting are below. No prior registration is required. For more information, contact Kathy Ford via email at kathleen_ford@vtb.uscourts.gov or by phone at 802-776-2003.

To join the training session

1. Go to <https://uscourts.webex.com/uscourts/k2/j.php?MTID=t987ded582bc8d8e1de3c05918f2b7fce>
2. Enter your name and email address.
3. Enter the session password: This session does not require a password.
4. Click "Join Now".
5. Follow the instructions that appear on your screen.

To join the audio via telephone

The toll free number to call is 888-363-4749.
The access code is 7428726.