

## U.S. DISTRICT COURT - CM/ECF EXTERNAL TRAINING

Revision: 4/2018

Electronic Case Files (ECF) training is scheduled on the following dates, times and places listed below. Space is limited; prior registration is required. Seats will be assigned on a first-come, first-served basis. To enroll in one of the below listed classes, please complete the training registration form available on the court's website [Classroom Hands on Training Request](#).

Once you are accepted into a class, you will receive an e-mail confirming your enrollment.

**ALL ATTORNEYS PRACTICING IN THE WESTERN DISTRICT OF PENNSYLVANIA DISTRICT COURT ARE REQUIRED TO COMPLETE A USER LOGIN REQUEST FORM. THE FORM WILL IS AVAILABLE ON THE COURT'S WEBSITE. LOGINS WILL ONLY BE ISSUED TO ATTORNEYS, WHO CERTIFY ONE OF THE FOLLOWING OPTIONS: 1) THAT THE COMPUTER BASED TRAINING (CBT'S) CLASSES WERE SUCCESSFULLY COMPLETED; 2) THAT THEY CURRENTLY ELECTRONICALLY FILE IN ANOTHER DISTRICT OR BANKRUPTCY COURT, OR 3) THEY COMPLETE A HANDS-ON TRAINING CLASS PROVIDED BY THE COURT.**

IF SCHEDULING FOR HANDS-ON TRAINING, PLEASE NOTE THAT ONLY ATTORNEYS WILL BE ISSUED LOGINS AND MUST ATTEND THE CLASS FOR CLE CREDIT. PARALEGALS AND SECRETARIES MAY ALSO ATTEND HANDS-ON TRAINING. HOWEVER, THIS DOES NOT SUBSTITUTE FOR ATTORNEY ATTENDANCE. IF AN ATTORNEY DOES NOT WANT TO ATTEND HANDS-ON TRAINING, THE ONLY WAY A LOGIN WILL BE ISSUED IF ANOTHER OPTION AS DESCRIBED ABOVE IS SELECTED ON THE USER LOGIN REQUEST FORM.

### Training Locations:

Joseph F. Weis, Jr.  
U.S. Courthouse  
IT Training Room 3210  
700 Grant Street  
Pittsburgh, PA 15219

United States Bankruptcy  
Court Room B-160  
17 South Park Row  
Erie, PA 16501

# District Court CM/ECF Attorney Classes 2018

## Erie - United States Bankruptcy Court - Training Room

Erie - United States Bankruptcy Court - Training Room	2/22/2018	9:00 AM
Erie - United States Bankruptcy Court - Training Room	4/17/2018	1:00 PM
Erie - United States Bankruptcy Court - Training Room	7/18/2018	9:00 AM
Erie - United States Bankruptcy Court - Training Room	9/20/2018	1:00 PM
Erie - United States Bankruptcy Court - Training Room	12/05/2018	9:00 AM

## Pittsburgh - U.S. District Court

Pittsburgh - U.S. District Court – IT Training Room 3210	3/02/2018	9:00 AM
Pittsburgh - U.S. District Court – IT Training Room 3210	5/17/2018	1:30 PM
Pittsburgh - U.S. District Court – IT Training Room 3210	6/20/2018	9:00 AM
Pittsburgh - U.S. District Court – IT Training Room 3210	9/18/2018	1:30 PM
Pittsburgh - U.S. District Court – IT Training Room 3210	10/11/2018	9:00 AM
Pittsburgh - U.S. District Court – IT Training Room 3210	11/14/2018	1:30 PM