REPORTS MENU

Introduction

The **Reports** menu on the main menu bar provides the user with several report options. (Figure 1)

Figure 1



PACER fees will apply for running the Docket Sheet, Civil Cases Report, and Criminal Cases Report, but not for the Calendar Events Report.

Docket Sheet Report

Once logged into ECF through PACER, click on the **Docket Sheet** hyperlink in Figure 1. ECF will then open the **Docket Sheet** query window shown in Figure 2.

Figure 2

Docket Sheet		
Case number 1:09-cv-04545		
● Filed ○ Entered to		
Documents to		
Include:	Document options:	
☑ Parties and counsel	☑ Include headers when displaying PDF documents	
✓ Terminated parties	☐ View multiple documents	
List of member cases		
Links to Notices of Electronic Filing	Format:	
	HTML (unpaginated)	
	O PDF (paginated)	
Sort by Oldest date first		
Run Report Clear Make these options my default.		

Enter the case number for your docket sheet in the **Case Number** field. Select parameters for the remainder of the data entry fields and click **[Run Report]**. ECF will display a full docket sheet for the case you selected. If you do not need a complete docket sheet, you can narrow the query using the date fields. ECF also offers various sorting options from the Docket Sheet report screen.

Combined Docket Report - Criminal Cases

Users can run a combined Docket Report for a subset of criminal defendants in a multi-defendant criminal case. A new *View Combined Docket Report* checkbox will be displayed beneath the case number list (Figure 3) when a case number for a multi-defendant criminal case has been entered and two or more of the criminal defendant cases have been selected. Selecting the *View Combined Docket Report* checkbox allows the user to run the combined form of the report for the chosen subset of defendants.

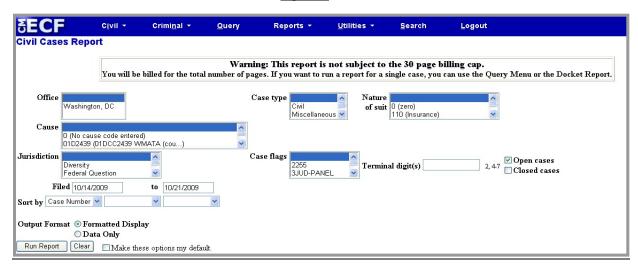
Figure 3



Civil Cases Report

The <u>Civil Cases Report</u> (Figure 4) provides you with the flexibility to query the ECF database to locate cases electronically filed within a specific date range, by cause code, by nature of suit, with a specific case flag, or any combination thereof.

Figure 4



Enter the range of filing dates for your report and select any other search criteria if you wish to narrow your search. If you enter a date range only, ECF will display all of the cases filed within that date range. Figure 5 shows part of a report of all cases filed in ECF at the U.S. District Court for the District of Columbia from 11/1/2012 to 11/5/2012.

Figure 5

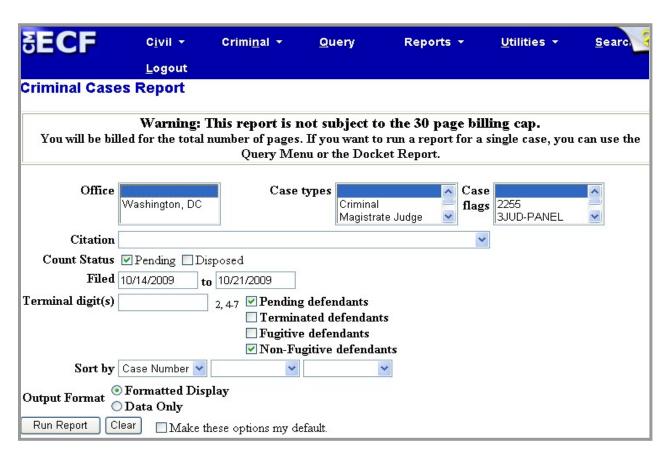
1:12-cv-01796-RCL In Re: W.A.R. LLP	Case filed: 11/02/2012	123	Cause: 11:8001 Bankruptcy Appeal NOS: 422 Bankruptcy Appeal (801) Office: Washington, DC Jurisdiction: Federal Question Presider: Royce C. Lamberth Jury demand: None Case flags: TYPE-E
1:12-cv-01798-RWR PEN v. WMAL et al	Case filed: 11/05/2012	120	Cause: 28:1331 Federal Question: Other Civil Rights NOS: 440 Civil Rights: Other Office: Washington, DC Jurisdiction: Federal Question Presider: Richard W. Roberts Jury demand: Plaintiff Case flags: JURY,PROSE-NP,TYPE-F
1:12-cv-01800-CKK MORRIS v. CARTER GLOBAL LEE, INC.	Case filed: 11/05/2012	120	Cause: 28:1441 Petition for Removal - Employment Discrim NOS: 442 Civil Rights: Jobs Office: Washington, DC Jurisdiction: Federal Question Presider: Colleen Kollar-Kotelly Jury demand: Plaintiff Case flags: JURY,PROSE-NP,TYPE-H

The far left column of the report in Figure 5 contains hyperlinked case numbers. If you click on a particular case number, ECF opens the **Docket Sheet** report as in Figure 2.

Criminal Cases Report

The <u>Criminal Cases Report</u> (Figure 6) displays summary data about selected criminal cases, plus links to view more detailed information about each case. Similar to the Civil Cases Report, magistrate and criminal cases can be queried for a particular time frame as shown below.

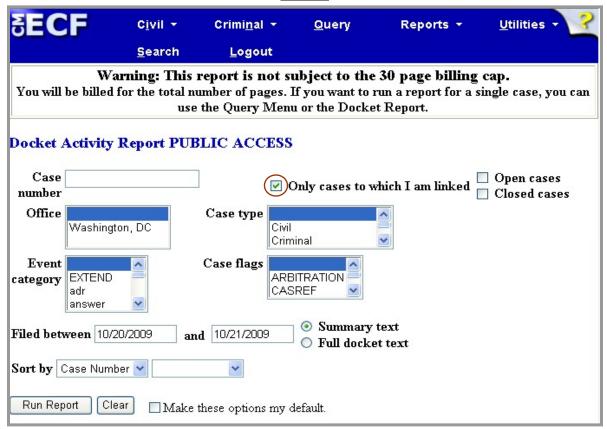
Figure 6



Docket Activity Report

The <u>Docket Activity Report</u> (Figure 7) allows users to obtain a list of all filings from a specific time period. The report may be run for all cases or a specific case number. On the selection criteria screen, the "Only cases to which I am linked" check box is selected by default, allowing users the option of running the report for only those cases to which they are a party.

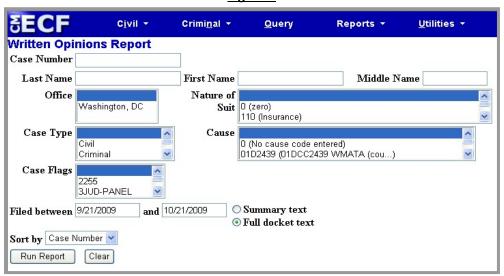
Figure 7



Written Opinions Report

The <u>Written Opinions Report</u> (Figure 8) allows users to obtain a list of written opinions for a specific time period. You will not be charged for running the Written Opinions report or for viewing the written opinions themselves.

Figure 8



You may also access opinions from other reports and queries, such as the **Docket Report**, and will not be billed for accessing the written opinion document itself, but will be billed for the report or query used to identify the document.

Civil Judgment Index Report

The <u>Judgment Index Report</u> (Figure 9) allows you to query a civil judgment by case number, date range, or name of party. Once the judgment is located, you will see the actual judgment and the amount awarded (Figure 10).

Figure 9 Civil • Criminal Query • Reports Utilities Logout Judgment Index Report Case number Last name Holland First name Middle name Judgment date range 1/3/2004 to 6/1/2006 Sort by: Case number Run Report Clear

Figure 10

Judgment Index Report U.S. District Court District of Columbia Report Period: 01/02/2009 - 11/03/2009							
					Case Number/Title	Judgment Description	Status
					1:97-cv-00578-PLF FASTOV v. CHRISTIE'S INTL PLC, et al	In favor of: CHRISTIE'S INC. Against: ROBERT S. FASTOV Amount: \$ 630000.00 Date: 08/19/2009 Document: 187 Interest: 0.00% Court Cost: \$ 0.00	No Payment 08/19/2009
	In favor of: CHRISTIE'S INTERNATIONAL PLC Against: ROBERT S. FASTOV Amount: \$ 630000.00 Date: 08/19/2009 Document: 187 Interest: 0.00% Court Cost: \$ 0.00	No Payment 08/19/2009					
	In favor of: CHRISTIE, MANSON & WOODS LTD. Against: ROBERT S. FASTOV Amount: \$ 630000.00 Date: 08/19/2009 Document: 187 Interest: 0.00% Court Cost: \$ 0.00	No Payment 08/19/2009					