



US COURTS
District of Idaho



What hardware and software are needed to file documents in CM/ECF systems?

Filers will need the following hardware and software to file documents in the CM/ECF electronic filing system:

- A personal computer running a standard platform such as Windows or Macintosh.
- A PDF-compatible word processor like Macintosh or Windows-based versions of WordPerfect or Word.
- Internet service.
- Netscape Navigator version 4.6 or 4.7 (Netscape 6 is not recommended for use with CM/ECF.) or Internet Explorer 5.5. In either case, your browser must be JavaScript-enabled. (The CM/ECF technical staff are currently testing Netscape version 7.02 and Internet Explorer version 6.02 to certify its compatibility with the Bankruptcy and District CM/ECF systems.)
- Software to convert documents from a word processor format to portable document format (PDF). Adobe Acrobat PDF Writer is recommended. Acrobat Writer Version 3.X, 4.X, 5.0 and 6.0 adequately meet the CM/ECF filing requirements.
- Adobe Acrobat Reader, which is available for free, is needed for viewing PDF documents.
- A scanner may be necessary to create electronic images of documents that are not in your word processing system.

Do documents that will be filed on CM/ECF systems need to be in a particular format?

Yes, CM/ECF systems are designed to accept only documents in PDF (portable document format). This format was chosen because it allows a document to retain its pagination, formatting and fonts no matter what type of computer is used to view or print the document. It is also an open standard format. Adobe developed the format, and offers software that allows conversion of documents created in most word processing systems into PDF. This software is recommended. Several word processing and other programs contain features that convert documents created in those programs into PDF.

Are there procedural rules relating to electronic filing?

Rule 5(e) of the Federal Rules of Civil Procedure, Rule 5005(a) of the Federal Rules of Bankruptcy Procedure, Rule 25(a) of the Federal Rules of Appellate Procedure, and Rule 49(d) of the Federal Rules of Criminal Procedure authorize individual courts by local rule to permit papers to be filed by electronic means. New amendments to Rules 5(b), 6(e) and 77 of the Federal Rules of Civil Procedure, Rules 45 and 49 of the Federal Rules of Criminal Procedure, Rules 25 and 26 of the Federal Rules of Appellate Procedure, and Rules 7005, 9006, 9014 and 9022 of the Federal Rules of Bankruptcy Procedure, authorize service of documents by electronic means if parties consent.

In addition, The District of Idaho will adopt a General Order on CM/ECF as well as issue a set of comprehensive Electronic Case Filing Procedures which will govern the CM/ECF Program in Idaho.

How Secure is CM/ECF?

CM/ECF has many security features and has passed an evaluation by the National Security Agency. Access to the system is through a court-issued login and password

Contact Information

You may obtain additional information on CM/ECF or ask specific questions by accessing our website at www.id.uscourts.gov and by using the contact links provided.