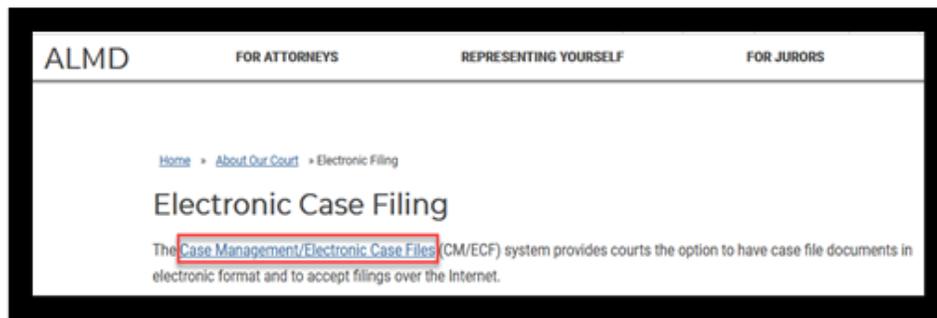


Link Your PACER & NextGen CM/ECF Accounts

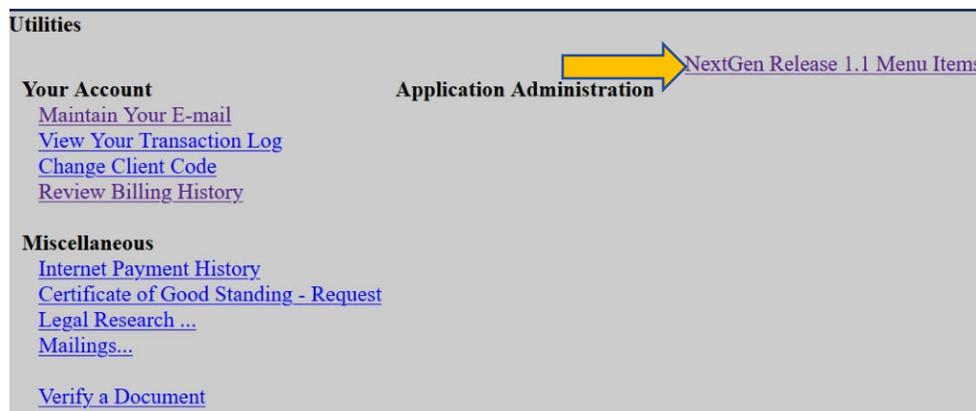
**** NOTE: This process CANNOT be completed until the Alabama Middle District has migrated to NextGen CM/ECF, which is scheduled to occur on May 3, 2021. ****

Once the Alabama Middle District has migrated to NextGen, your upgraded PACER account must be linked to your CM/ECF filing account. *This is a one-time procedure.* After linking your accounts, you will then use your PACER account for all filing and viewing access to the Alabama Middle District.

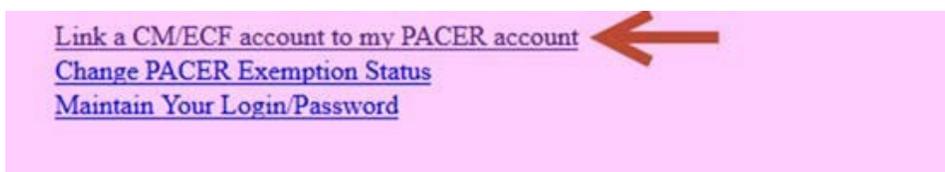
1. Click on the **CM/ECF link** on the Alabama Middle District's website:
<https://www.almd.uscourts.gov> (<https://ecf.almd.uscourts.gov/cgi-bin/login.pl>).



2. You will be taken to the PACER login page. Log in with your upgraded PACER account (see instructions if necessary, for upgrading your PACER account). Enter your Username and Password and select Login. *Do not log on using a shared PACER account.*
3. After logging in you will notice the limited menu bar. You have access to PACER. Click on **"Utilities"** on the menu bar. Then click **"NextGen Release 1.1 Menu Items"**.



4. Select **Link a CM/ECF account to my PACER account.**



5. Enter your Alabama Middle District CM/ECF login and password and press **Submit**. This court-issued account is the one you have been using to file pleadings in your cases with the Alabama Middle District. If you have forgotten your password, you may [click this link to reset it](#).

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, e to link the accounts (or go back if the names don't match).

CM/ECF login:

CM/ECF password:

[Forgot login/password](#)
[More about Upgraded PACER account](#)

6. Make sure you are linking to your individual, upgraded PACER account. *Verify you have entered the correct CM/ECF and PACER names*. If not, then do not proceed. Call the Alabama Middle District at (334) 954-3935 for assistance. Click **Submit** if the two accounts to be linked are correctly displayed.

Link a CM/ECF account to my PACER account

Do you want to link these accounts?

CM/ECF **Aty Alex**
PACER **Alex Attorney**

After you submit this screen, your old e-filing credentials for the CM

7. A confirmation message will appear. Your court-issued e-filing credentials for CM/ECF filing are now linked to your upgraded PACER account.
- You will now use your upgraded PACER account to e-file in the Alabama Middle District.
 - Your old (court-issued) CM/ECF log in and password *will no longer be used or valid*.

Your PACER account has been linked to your CM/ECF account

8. Click on one of the menu items on the **Menu** bar (except **Log Out**) to update the menu options.
9. The **Civil** and **Criminal** menu items now appear along with the others. This account is now ready for e-filing documents.
10. If the **Civil** and **Criminal** menu items did not appear, try the following steps:
 - a. Refresh your screen.
 - b. Log out, shut down your web browser, open your web browser again, and then log back in.
11. **Reminders:**
 - a. You will now use your PACER Username and Password to log in to the Alabama Middle District to both view documents and file pleadings.
 - b. You must complete the linking process for each additional court where you e-file as that court migrates to NextGen CM/ECF.
 - c. For courts that have not migrated to NextGen, you will continue to e-file with the court-provided CM/ECF log in and password for that specific court.