



LINKING YOUR CURRENT WVSD CM/ECF ACCOUNT TO YOUR INDIVIDUAL UPGRADED PACER ACCOUNT

The Southern District of West Virginia will "Go-Live" on NextGen CM/ECF on June 11, 2018 so you must link your existing WVSD CM/ECF account to your individual upgraded PACER account to access the filing system. Linking is a one-time process that can be completed on or after June 11, 2018. Below are the steps to link your upgraded PACER account and current WVSD CM/ECF account:

Linking Your Current WVSD CM/ECF Account

STEP 1 Go to the WVSD CM/ECF site at https://ecf.wvsd.uscourts.gov Click on the CM/ECF Filing System link.



STEP 2 Log on with your individual upgraded PACER username and password. **Do not log on using a shared PACER account.**

Username *	
Password *	
Client Code	
	Login Clear
Forgot	Login Clear password? Forgot username? Need an account?



STEP 3 Click Utilities, 1 and then click the Link a CM/ECF account to my PACER account link.



NOTE: If you do not see the Link a CM/ECF account to my PACER account link on the Utilities page, please click on the **NextGen Release 1.1 Menu Items** link.

STEP 4 Enter your current WVSD CM/ECF credentials in the **CM/ECF login** and **CM/ECF password** fields. Click **Submit**.

CM CF Guery Reports. Utilities. Help Log Out 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 CMECF for PACER only, no action is necessary.		
If you had a CM/ECF e-filing account in this court before the court converted to Nex You will be prompted to confirm that you want to link your PACER account to your names don't match).	tGen CM/ECF, enter your old CM/ECF login and password below and press Submit. old CM/ECF c-filing account. Press Submit to link the accounts (or go back if the	
CM/ECF login:		
CM/ECF password:		
Suctor Clear		

STEP 5 Verify that the WVSD CM/ECF account and upgraded PACER account information listed are accurate. If so, click **Submit**.



NOTE: Make sure you are linking to your individual upgraded PACER account.

STEP 6 You have successfully linked your accounts. You will now use your upgraded PACER account to access both PACER and NextGen CM/ECF for the Southern District of West Virginia. Click on any link (except Log Out) to refresh the screen and view the Civil and Criminal menu items for filing.