Central Sign-On – Linking a PACER account to an ECF account

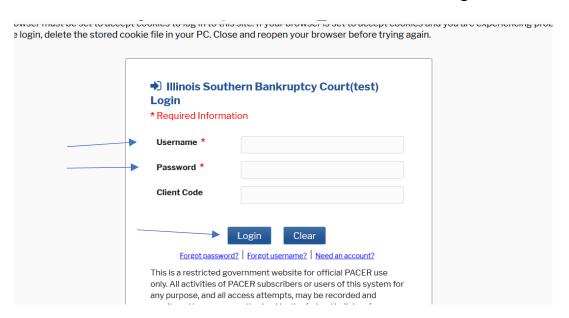
Linking a PACER account to an ECF account

Note: If you have a CM/ECF account with the court, you must link your PACER Account to you CM/ECF Account. And NOT submit a new request for access.

- 1. Access ILSB's CM/ECF system, https://ecf.ilsb.uscourts.gov.
- 2. Click Southern District of Illinois Document Filing System (Live Database). This redirects to the PACER login screen.



3. Enter the PACER account Username and Password. Click Login.



4. Click Utilities.



5. Click Link a CM/ECF account to my PACER account under Your Account



6. Enter old **ECF account login** and **password**. If password is unknown, call the Clerk's office, 618-482-9075.

Olcik 3 Ollice, 010-402-3073.		
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 CMECF e-filing account in this court before the court converted to NextGen CM/ECF, enter your old CM/ECF login and password below and press Submit. You will be prompte confirm that you want to link your PACER account to your old CM/ECF e-filing account. Press Submit to link the accounts (or go back if the names don't match).		
CMECF login:		
CM/ECF password:		
Submit Clear		
Forgot login password More about Upgraded PACER account		

7. Answer question "Do You want to link these accounts?" by clicking Submit.

CMmECF Query Reports - Utility	ties - Help Log Out	
Link a CM/ECF account to my PACER account		
Do you want to link these accounts?		
CM/ECF Barbara CASB PACER BarbaraTest Casb		
After you submit this screen, your old e-filing credentials for the CM/ECF account will be permanently linked to your upgraded PACER account. Use your upgraded PACER account to e-file in this court.		
Submit Clear 8. Click Submit		

NOTE: When the PACER account has been linked to the ECF account, the ECF login and password are no longer valid. The PACER login and password replace them.



- 8. An email notification acknowledgement will be sent from PACER to the email address associated with your PACER account.
- 9. **Bankruptcy**, **Adversary** (filing menus) and other menu items should now appear in the tool bar.

If the menus do not appear, try the following steps:

- a. Refresh your webpage.
- b. Log out, close the browser, then log back in.
- c. Clear cookies, cache and history. Close the browser, then log back in.

Note: This process will need to be completed for any Nextgen Court.