



IN THE UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF PUERTO RICO
José V. Toledo Post Office & Courthouse Federal Building
300 Recinto Sur St, Suite 109
San Juan, Puerto Rico 00901

Notice to the Bar and the Public

In Re: On-line Attorney Password Reset for CM/ECF

We are very pleased to announce our on-line service for CM/ECF Attorney Password Reset.

Attached are the easy to follow step by step procedures. For any additional assistance concerning this matter you may contact our Help Desk Services at 787-977-6115 or Systems Department at: 787-977-6080.

In San Juan, Puerto Rico, this 29th day of April, 2010.

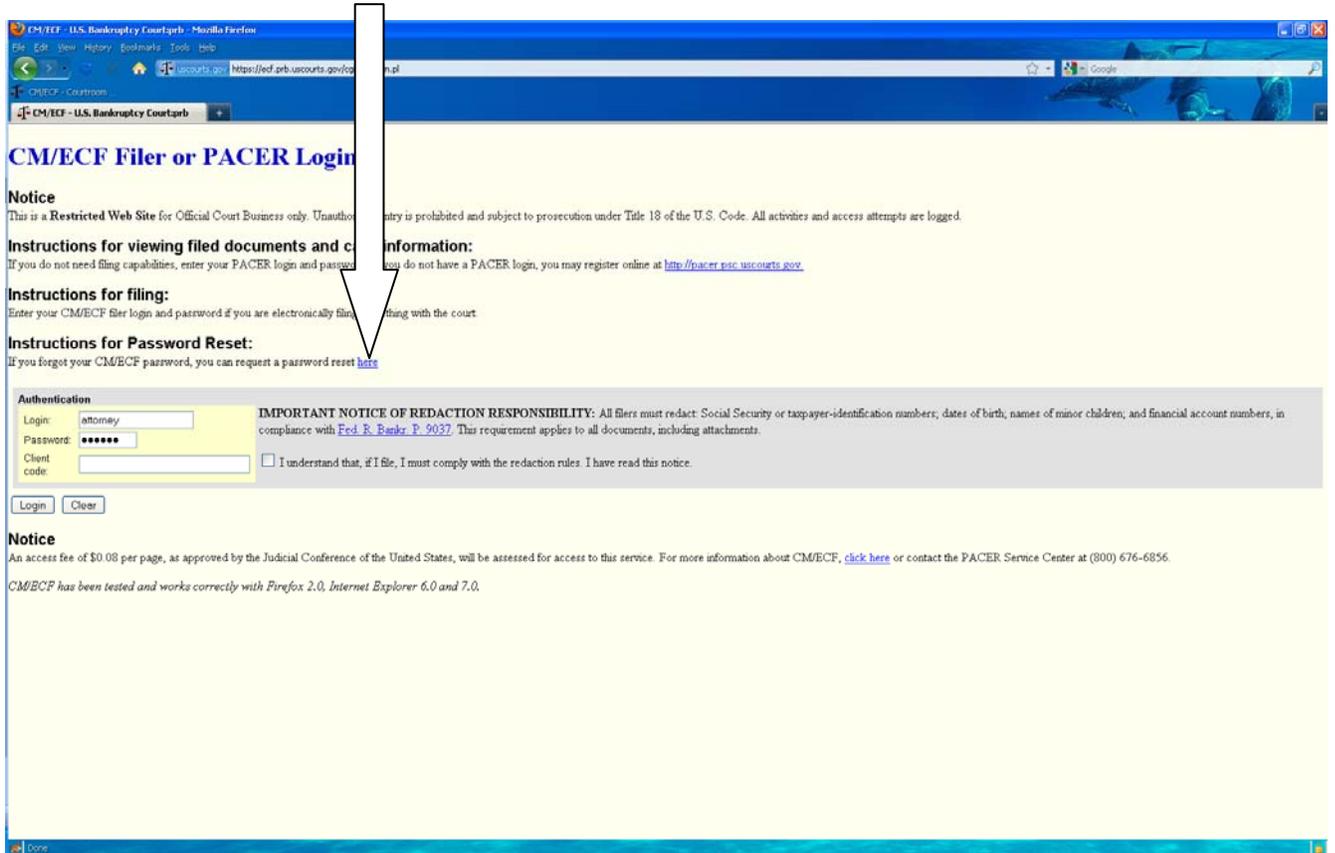
Celestino Matta-Méndez, Esq.
Clerk of the Court

A handwritten signature in cursive script, appearing to read "Wilma Jaime".

By: Wilma Jaime, Chief Deputy Clerk

Steps to attorney password reset:

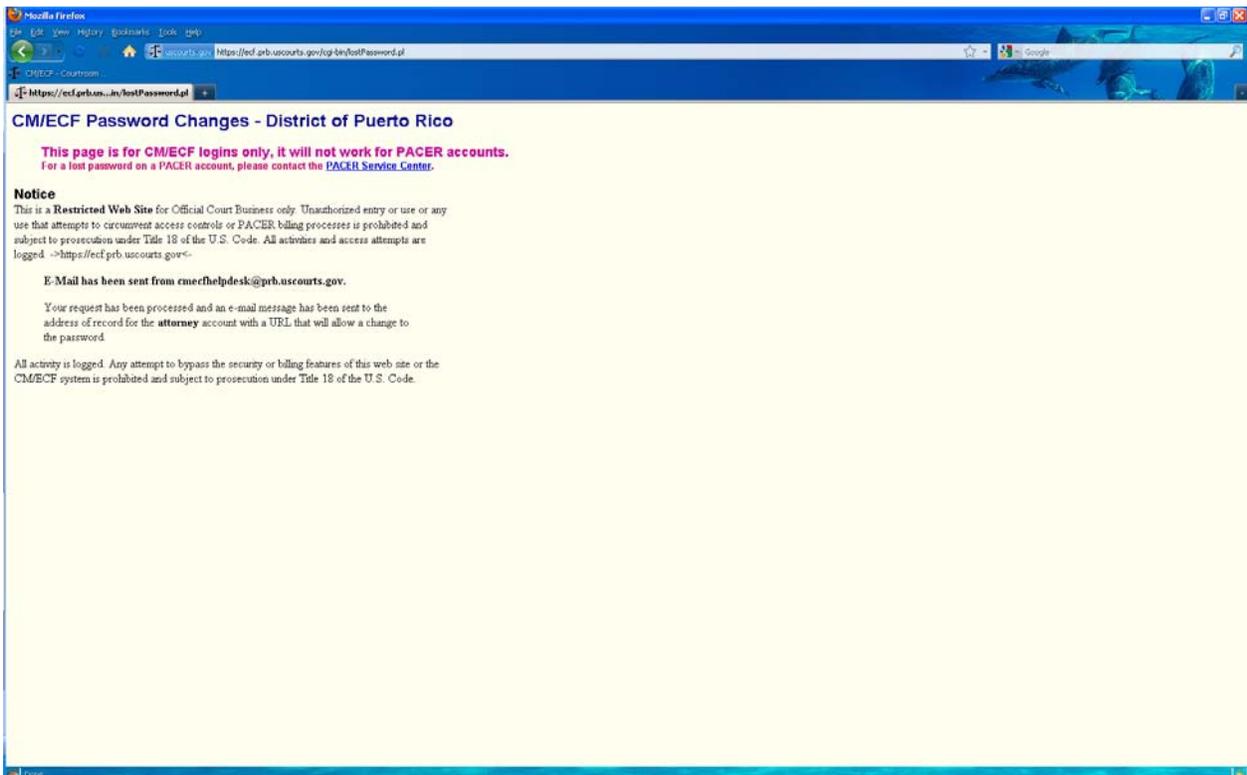
1- Click on the hyperlink, named here.



2- Enter your CM/ECF login name in the available box. Click the submit button.



3- This page will inform the user that an email is sent to the user's CM/ECF registered email.



4- The following is an example of the information that the user will receive in their registered CM/ECF email. Click of copy into the internet browser the hyperlink to reset the password.

Email:

This e-mail was sent to the address of record, attorney@gmail.com, for the CM/ECF account "attorney".

This message was sent in response to a request to change your password. If you did make this request and still wish to reset your password, click on the URL below to complete the process. If you did not make this request, please delete this e-mail. The password will remain unchanged.

To reset your CM/ECF password (account "Attorney"), use this URL:

<https://ecf.prb.uscourts.gov/cgi-bin/lostPassword.pl?key=ZASOuAVcKg7ufZINh444>

5- The user must entered their CM/ECF login ID and the new password. Hit Submit.



The screenshot shows a Mozilla Firefox browser window with the address bar displaying the URL: <https://ecf.prb.uscourts.gov/cgi-bin/lostPassword.pl?key=ZASOuAVcKg7ufZINh444>. The page title is "CM/ECF Password Changes - District of Puerto Rico". A notice states: "This page is for CM/ECF logins only, it will not work for PACER accounts. For a lost password on a PACER account, please contact the PACER Service Center." Below the notice is a "Notice" section with a warning about unauthorized access. The main form area contains the instruction: "Enter your login ID and new password here then click on 'Submit'". The form has two input fields: "ECF ID:" with the value "attorney" and "Password:" with masked characters. At the bottom of the form are "Submit" and "Reset" buttons.

6- Finally, the user will be shown an acknowledgement screen that confirms the password change.

