



ELECTRONIC CASE FILING

CREATING AN APPENDIX

IN THE UNITED STATES DISTRICT COURT FOR THE DISTRICT OF ARIZONA

Sandra Day O'Connor United States Courthouse
401 West Washington Street, Suite 130
Phoenix, Arizona 85003
(602) 322-7200

Evo A. DeConcini United States Courthouse
405 West Congress Street
Tucson, Arizona 85701
(520) 205-4200

From the *blue* menu bar, click on “Reports”

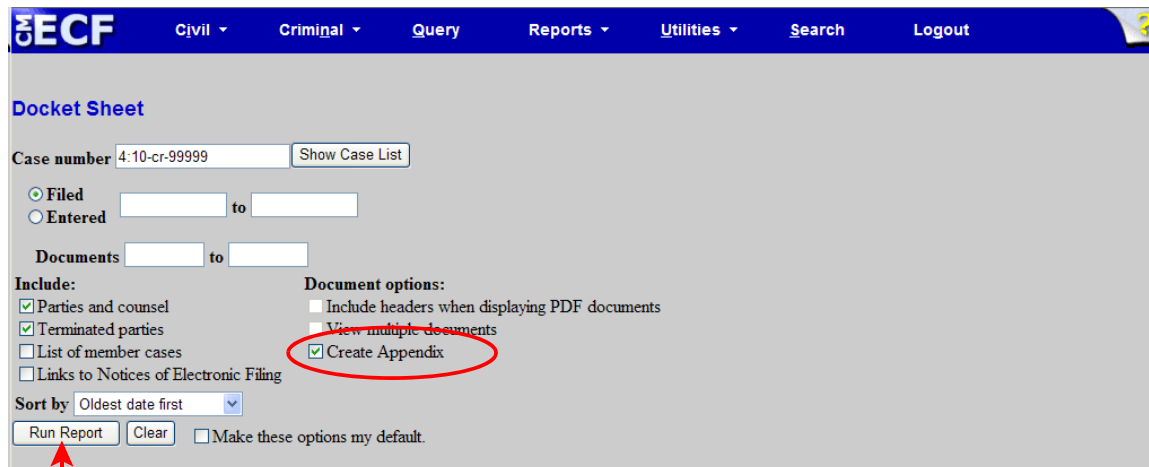


Then, click on “Docket Sheet”



After entering your case number, place a check mark in the box to the left of “Create Appendix” on the Docket Sheet screen.

NOTE: You will be unable to select “Include headers when displaying PDF documents” or “View multiple documents” when creating an appendix.



Click <Run Report> to continue.

03/03/2010	13	<input checked="" type="checkbox"/> 463.3 KB	<input type="text" value="1"/>	Notice re Additional Exhibits by Sanjay Babulal Gohel re 1 Petition for Writ of Habeas Corpus, 12 Amended Petition for Writ of Habeas Corpus, 4 Exhibit List,, <i>Additional Exhibits in Support of Amended Petition</i> (Attachments: # 1 Exhibit Exhibit #24 to Amended Petition, # 2 Exhibit Exhibit #25 to Amended Petition, # 3 Exhibit Exhibit #26 to Amended Petition, # 4 Exhibit Exhibit #27 to Amended Petition)(Cantor, David) (Entered: 03/03/2010)
04/14/2010	14	<input checked="" type="checkbox"/> 28.0 KB	<input type="text" value="2"/>	ORDER that Respondents shall have 5/17/10 to respond to the Amended Petition 12 . Signed by Magistrate Judge Jay R Irwin on 4/13/10. (TLJ) (Entered: 04/14/2010)
05/17/2010	15	<input checked="" type="checkbox"/> 20.4 MB	<input type="text" value="3"/>	<i>ANSWER TO PETITION FOR WRIT OF HABEAS CORPUS/</i> RESPONSE to Amended Petition for Writ of Habeas Corpus by Charles L Ryan. (Attachments: # 1 Exhibit A, # 2 Exhibit B THRU C, # 3 Exhibit D THRU E, # 4 Exhibit F THRU H, # 5 Exhibit I THRU K, # 6 Exhibit L THRU M, # 7 Exhibit N THRU O, # 8 Exhibit P, # 9 Exhibit Q THRU R, # 10 Exhibit S THRU T)(Thorson, Amy) (Entered: 05/17/2010)
05/19/2010	16	<input checked="" type="checkbox"/> 27.0 KB	<input type="text" value="4"/>	MOTION for Extension of Time to file Reply by Sanjay Babulal Gohel. (Cantor, David) (Entered: 05/19/2010)
05/21/2010	17	<input checked="" type="checkbox"/> 27.9 KB	<input type="text" value="5"/>	ORDER denying without prejudice 16 Petitioner's Motion for Extension of Time. ORDER that Petitioner shall have 30 days from the filing of this Order to reply in support of his Petition. Signed by Magistrate Judge Jay R Irwin on 5/21/10.(TLJ) (Entered: 05/21/2010)
06/18/2010	18	<input checked="" type="checkbox"/> 22.5 KB	<input type="text" value="6"/>	Consent MOTION for Extension of Time to File Reply by Sanjay Babulal Gohel. (Cantor, David) (Entered: 06/18/2010)
06/23/2010	19	<input checked="" type="checkbox"/> 24.5 KB	<input type="text" value="7"/>	ORDER granting 18 Motion for Extension of Time. Petitioner shall have through August 5, 2010 to reply in support of his Petition 1 . Signed by Magistrate Judge Jay R Irwin on 6/23/10.(LAD) (Entered: 06/23/2010)

Footer format: Include full docket sheet Include documents in Appendix
 Include abridged docket sheet Include document hyperlinks in Appendix
 (Numbers, letters, spaces, and <pagenum> only)

You must select fewer documents because the combined PDF would be over the 20 MB size limit.
 or
 Total filesize of selected documents (MB):
 Maximum filesize allowed (MB): 20

Documents are selected by checking the box in the third column titled “clear” and entering a number in the “Sort Order” box (limit of 3 digits). For instance, if document # 4 should appear in the appendix first, you would enter "1" in the fourth column titled “Sort Order” box next to document # 4.

The size of the pdf document is included under the box in the “clear” column. A message will appear instructing you to select fewer documents if the total file size exceeds 20MB.

NOTE

If there is not a pdf attached to the selected entry, the NEF will appear in the appendix.

The footer format default is a page number that will appear in the lower right hand corner. You can add unlimited characters to this field.

You can include the full docket sheet or an abridged docket sheet and you will select document pdfs or hyperlinks.

There are options to either "View" or "Download" the appendix. View will place bookmarks on the left side of the screen with the docket sheet and pdfs/hyperlinks on the right hand side. Download will create a pdf of the docket sheet and pdfs/hyperlinks.

The appendix will present the full or abridged docket sheet, followed by the document pdfs or hyperlinks.

When the Docket Report is run with the *Create Appendix* option selected, two new radio buttons are included at the bottom of the report: *Include documents in Appendix* and *Include document hyperlinks in Appendix*.

U.S. District Court
Administrative Office of the US Courts (td8d) (Alexandria)
CIVIL DOCKET FOR CASE #: [1:09-cv-07780-ZGZ-FBF](#)

Pythagoras v. Pascal
Assigned to: Zachary G Zeta, IV
Referred to: Filip B. Fifteen
Cause: No Cause Code Entered

Date Filed: 03/16/2009
Jury Demand: None
Nature of Suit: 130 Miller Act
Jurisdiction: Federal Question

Plaintiff
Sam Pythagoras

represented by **Leonardo Fibonacci**
11235813 Sequence Street
Suite 2144
Washington, DC 20002
Email: brandi_gibson_ao.uscourts.gov@example.com
ATTORNEY TO BE NOTICED

V.

Defendant
Blaise Pascal

represented by **Galileo Galilei**
Galilei & Galilei, Inc.
9876 Stars Street
Galaxy, VA 22221
Email: galileo_example.com@example.com
ATTORNEY TO BE NOTICED

Date Filed	#	clear	Sort Order	Docket Text
03/16/2009	1	<input type="checkbox"/>	<input type="text"/>	COMPLAINT against Blaise Pascal, filed by Sam Pythagoras. (Attachments: # 1 Affidavit, # 2 Appendix) (Gibson, Brandi) (Entered: 03/26/2009)
03/16/2009	2	<input type="checkbox"/>	<input type="text"/>	MOTION to Dismiss by Blaise Pascal Responses due by 4/10/2009 (Gibson, Brandi) Modified on 3/26/2009 (Gibson, Brandi). (Entered: 03/26/2009)

Footer format:
 Include full docket sheet
 Include documents in Appendix
 Include abridged docket sheet
 Include document hyperlinks in Appendix

or

or

Creating an Appendix with the *Include Documents in Appendix* Option

If the *Include documents in Appendix* option is selected when the appendix is generated, the application produces a PDF version of the docket sheet with the selected documents appended.

Creating an Appendix with the Option *Include Document Hyperlinks in Appendix*

If the *Include document hyperlinks in Appendix* option is selected when the appendix is generated, the application produces a PDF version of the docket sheet that does not include the documents from the case record. Instead, this PDF includes document hyperlinks which directs you to click on them back to the district court's CM/ECF application to view the document(s) (see figure below).

For PACER billing purposes, this report bills in a similar fashion to the previous appendix function already available to you.

When you (in Create Appendix mode) want to click on any document number hyperlink from within the generated PDF version of the appendix, you must ensure that your default browser is the same as the one that you are logged in to CM/ECF with; otherwise you will need to log in again after clicking on any of the document number hyperlinks in the PDF version of the appendix.

U.S. District Court
Administrative Office of the US Courts (td8d) (Alexandria)
CIVIL DOCKET FOR CASE #: 1:09-cv-07780-ZGZ-FBF

Pythagoras v. Pascal
Assigned to: Zachary G Zeta, IV
Referred to: Filip B Fifteen
Cause: No Cause Code Entered

Date Filed: 03/16/2009
Jury Demand: None
Nature of Suit: 130 Miller Act
Jurisdiction: Federal Question

Plaintiff
Sam Pythagoras represented by **Leonardo Fibonacci**
11235813 Sequence Street
Suite 2144
Washington, DC 20002
Email: brandi_gibson_ao.uscourts.gov@example.com
ATTORNEY TO BE NOTICED

V.

Defendant
Blaise Pascal represented by **Galileo Galilei**
Galilei & Galilei, Inc.
9876 Stars Street
Galaxy, VA 22221
Email: galileo_example.com@example.com
ATTORNEY TO BE NOTICED

Date Filed	#	Docket Text
03/16/2009	1	COMPLAINT against Blaise Pascal, filed by Sam Pythagoras. (Attachments: # 1 Affidavit, # 2 Appendix) (Gibson, Brandi) (Entered: 03/26/2009)
03/16/2009	2	MOTION to Dismiss by Blaise Pascal Responses due by 4/10/2009 (Gibson, Brandi) Modified on 3/26/2009 (Gibson, Brandi). (Entered: 03/26/2009)