

## Querying a Docket Sheet in CM/ECF

Querying a Docket Sheet in a case in CM/ECF involves entering search clues, selecting Docket Report, and entering search criteria.

**STEP 1** After you have logged in to CM/ECF, click on **Query** on the ECF Main Menu.

**STEP 2** The system will display the **Search Clues** screen.

**Search Clues**

Case Number  (Examples: 99-500, 1:99cv500)

**or search by**

Case Status:  Open  Closed  All

Filed Date  to

Last Entry Date  to

Nature of Suit 

- 0 (zero)
- 110 (Insurance)
- 120 (Contract Marine)
- 130 (Contract Marine)

**or search by**

Case Status:  Open  Closed  All

Last Name  (Examples: Desoto, Des\*t)

First Name  Middle Name

Type

- Enter **Case Number** if known.

- If case number is unknown you may also search by **File dates or Last Entry dates**. If you enter dates in these fields, the system will give you a list of all cases that match your search clues.
- Click on appropriate case to enter query.
- Another method for searching is by name. You must enter a minimum of two characters in the last name field. You can enter business names in the last name field as well. The system will provide you with a list of all cases that match your search clues.
- Click on appropriate case to enter query.

If no case matches are found, click the **Back** button to enter new search clues.

**STEP 3** When a case is selected, the system will display the **Query** screen.

**1:06-cv-02503-CCB** Freeman v. Barnhart  
Catherine C. Blake, presiding  
**Date filed:** 09/26/2006 **Date of last filing:** 09/26/2006

**Query**

- [Alias](#)
- [Associated Cases](#)
- [Attorney](#)
- [Case File Location...](#)
- [Case Summary](#)
- [Deadlines/Hearings...](#)
- [Docket Report ...](#)
- [Filers](#)
- [History/Documents...](#)
- [Party](#)
- [Related Transactions...](#)
- [Status](#)
- [View a Document](#)

- Click on **Docket Report**.

**STEP 4** The system will display the **Docket Sheet** screen.

**Docket Sheet**

**Case Number**  
1:06-cv-02615-AMD Michel v. Federal Kemper Life Assurance Company et al

**Filed**  to   
 **Entered**

**Documents**  to

Include terminated parties  
 Include list of parties and counsel  
 Include list of member cases  
 Include PDF headers

**Sort by** Oldest date first

You may pull up the docket report with a number of different options.

- If you want to limit the view to documents either Filed or Entered during certain dates you can enter those dates and that will be the only documents that will appear. Dates must be entered in the appropriate boxes for this option.
- If you want to limit the view to known documents you can enter those document numbers and that will be the only documents that will appear. Document numbers must be entered in the appropriate boxes for this choice.
- You may also chose to include or eliminate terminated parties, links to notices of electronic filings, parties and counsel, and member cases. To include any of the above you must check in the box next to it. To eliminate you must remove the check in the box next to it.
- You may also view the docket sheet by either Oldest date first or Most recent date first by simply changing the **Sort by** criteria.

Click **Run Report**.

**U.S. District Court  
 District of Maryland (Baltimore)  
 CIVIL DOCKET FOR CASE #: 1:06-cv-02503-CCB**

Freeman v. Barnhart  
 Assigned to: Judge Catherine C. Blake  
 Cause: 42:405 Review of HHS Decision (DIWC)

Date Filed: 09/26/2006  
 Jury Demand: None  
 Nature of Suit: 863 Social Security:  
 DIWC/DIWW  
 Jurisdiction: U.S. Government Defendant

**Plaintiff**

**Kathleen Freeman**

represented by **Stephen F Shea**  
 Elkind and Shea  
 801 Roeder Rd Ste 550  
 Silver Spring, MD 20910  
 13014956665  
 Fax: 13015655111  
 Email: sfshea@elkindshea.com  
**LEAD ATTORNEY**  
**ATTORNEY TO BE NOTICED**

V.

**Defendant**

**JoAnne B Barnhart**  
*Commissioner, Social Security*

Date Filed	#	Docket Text
09/26/2006	<a href="#"><u>1</u></a>	COMPLAINT against JoAnne B Barnhart (Filing fee \$ 350), filed by Kathleen Freeman. (Attachments: # (1) Civil Cover Sheet)(elt, Deputy Clerk) (Entered: 09/26/2006)
09/26/2006		Filing fee: \$ 350.00, receipt number 8463706916 (elt, Deputy Clerk) Modified on 9/26/2006 (elt, Deputy Clerk). (Entered: 09/26/2006)
09/26/2006	<a href="#"><u>2</u></a>	Summons Issued 60 days as to JoAnne B Barnhart, U.S. Attorney and U.S. Attorney General (elt, Deputy Clerk) (Entered: 09/26/2006)
09/26/2006	<a href="#"><u>3</u></a>	Correspondence re: CM/ECF warning letter mailed to counsel. (elt, Deputy Clerk) (Entered: 09/26/2006)

**STEP 5**The system will display the **Docket Sheet**.

If the document number is highlighted, it is a link to viewing the actual document. Just click on the number to view.