

Agenda

Best Practice – May 9, 2013

- The future of the judiciary – Budget and Sequestration Issues
- Filing Fees –
 - Full Fee Attached
 - Amending Schedules
- Filing Issues
 - LBF283 (Attachment)
 - Certificate of Service
 - Summary of Amendments
- NEF Noticing Enhancements (Attachment)
 - Best Case – LBF283 form will not be accepted. You must use the approved Domestic Support Obligation form.
- Motion to Reopen filed by the Debtor for the purpose of filing the Financial Management and/or the LBF283.
 - If no waiver is being requested the court will issue the order.
 - A hearing will only be set if a waiver is also requested.
- Submitting Orders – Please follow the rules for subject line of the email. (Attachment)
- PACER/ ECF Mobile Query (Attachment)
- Mobile Devices – Tips and Tricks (Attachment)

United States Bankruptcy Court
Southern District of Alabama

In re [REDACTED]

Debtor(s)

Case No.

Chapter

13

DOMESTIC SUPPORT OBLIGATION DISCLOSURE FORM

Section 1: to be completed by all debtors:

Date: May 1, 2013

Debtor:

SS No. xxx-xx-3067

Case No.

Co-Debtor:

SS No.

Are you responsible for any Domestic Support Obligations described in 11 U.S.C. §101(14A) [debt owed to or recoverable by spouse, former spouse, child, child's guardian or governmental unit in the nature of alimony, maintenance or support?]

Debtor: yes X no

Co-Debtor: yes 7 no

Debtor: yes X no Co-Debtor: yes no
If your answer is "No" skip to Section 3 at the bottom of this form and sign. If your answer is "Yes", please complete Section 2 and sign at the bottom.

Section 2: to be completed only if you answered "yes" above:

Debtor's current marital status

Married ☒ Divorced

Separated _____ Widowed _____

Name of person support is sent to:

Complete Address:

City **Chickasaw** State **Alabama** Zip **36611**

Phone

Debtor's current marital status:

Married _____ Divorced _____

Separated _____ Widowed _____

Are support payments deducted from your paycheck? NO

Provide the State Agency Information:

Agency Name:

Address:

City: _____ State: _____ Zip: _____

Names of creditors for any debts that will not be discharged or that you will reaffirm:

Identify your Employer Name and Address:

RETIRED

Section 3: To be signed by all debtors

I swear or affirm under penalty of perjury pursuant to 28 USC § 1746 that the information provided herein is true, correct and complete.

Debtor

/s/

Co-Debtor

NOTICING: NEF ENHANCEMENTS

Previously, when an attorney represented more than one party in a case, the attorney's email and party information were listed on the Notice of Electronic Filing (NEF) only for the first party.

Now, the attorney's email will be listed for each party he/she represents. Although an attorney's email is listed multiple times on an NEF, the system will not send out multiple email notifications.

In addition, email notices (NEF) will no longer contain hyperlinks when a related document is referenced in the event's docket text.

*****NOTE TO PUBLIC ACCESS USERS***** Judicial Conference of the United States policy permits attorneys (and other litigants) to receive one free electronic copy of all documents filed electronically, if receipt is required by other users. To avoid later charges, download a copy of each document during this first viewing. However, the 30-page limit do not apply.

**U.S. Bankruptcy Court
Southern District of New York**

Notice of Electronic Filing

The following transaction was received from Kaye Bule' entered on 4/24/2013 at 3:59 PM and filed on 4/24/2013

Case Name: Lena Brighton

Case Number: 13-10017

Document Number: 6

Docket Text:

Notice of Appearance filed by Kaye Bule' on behalf of Wells Fargo Financial National Bank. (Bule', Kaye)

The following document(s) are associated with this transaction:

Document description:Main Document

Original filename:NOA.pdf

Electronic document Stamp:

[STAMP NYSBStamp_ID=842906028 [Date=4/24/2013] [FileNumber=67890-0] [84aad8902f2e73847a1685516fe2e90c47ef5fe8b59b9d7910383ccab188edcc1676a42dd6324a827a3a12a6770412e62004afef73b41c6f401f3f4c06cad3d7]]

13-10017 Notice will be electronically mailed to:

Bes Attorney on behalf of Debtor Lena Brighton

Kaye Bule' on behalf of Creditor Chase Bank
kaytbule@bbassoc.com

Kaye Bule' on behalf of Unknown Wells Fargo Financial National Bank
kayebule@bbassoc.com

13-10017 Notice will not be electronically mailed to:

United States Trustee
33 Whitehall Street
21st Floor
New York, NY 10004

SUBMITTING ORDERS

To submit an order to the Court, you must email the order to:

alsbecf_mam@alsb.uscourts.gov (Judge Mahoney)

alsbecf_wss@alsb.uscourts.gov (Judge Shulman)

- The order must be sent as an attachment to the email and must be in word processing format, NOT a *.pdf file.
- Depending on the type of order you are submitting, you must title the subject of the email accordingly. Email orders will be sorted by the information typed in the subject line; therefore it's crucial to follow the correct format.

HEARING

- Format:
 - Date of hearing (format xx/xx/xx) [one space] 7-digit Case No. [one space] Debtor's last name

Example: (for a hearing held on June 16, 2002 in Case No. 02-10456-MAM-13 of James Smith)

➤ 06/16/02 02-10456 Smith

NEGATIVE NOTICE

- Format:
 - Type "NN" [one space] Last day for objections (format xx/xx/xx) [one space]
 - 7-digit Case No. [one space] Debtor's last name

Example: (for a negative notice motion where last day to file objections is July 3, 2002 in Case No. 02-10345-MAM-7 of Jane Doe)

NN 07/03/02 02-10345 Doe

OTHER ORDERS

- Format:
 - 7-digit Case No. [one space] Debtor's last name

Example:(Case No. 02-1 0456-MAM-13 of James Smith)

➤ 02-10456 Smith

QUERY

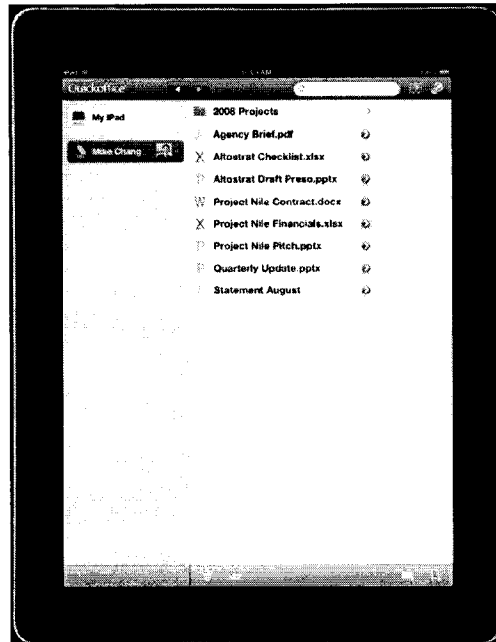
1. **New search parameters** have been added to the Query screen. Users will now be able to search by:
 - Filed date
 - Last Entry Date
 - Nature of Suit (AP and MP cases only)

Note: The “Filed Date” and “Last Entry Date” range is limited to 31 days. If a date range entered exceeds the 31 day limit, CM/ECF displays an error message.

2. **MOBILE QUERY.** Version 5.1 now enables users to utilize a query display optimized for mobile use. Compatible with iPhones, PDA's and tablets. This new feature will allow searches by Case Number or party name, and text searches on docket entries. Users will also be able to view attorney and party information, as well as deadlines and docket entries. A link to the mobile query will be available on the main query screen. Please note that when accessing the mobile query, you will be asked to provide your PACER login again, as this application bills for information retrieval in the same manner as the main application query.

Your Mobile Device at Work

Tablets, Smart Phones and More



This guide provides some tips and tricks for getting the most out of your iOS device. Many of these tips work on both iPads and iPhones, some only on iPads, and some require the latest models of the devices.

iPad Tips and Tricks

EMAILVIP Senders

Step 1 – Open the email app and find a message from someone you want to make a VIP Sender. Tap their name in the “from” field and you will be shown more details about them.

Step 2 – As well as the familiar contact options, you will see a new button to Add to VIP. Tap this and a small star will appear next to their email address to show they have been added.

Step 3 – Any new emails from people added as a VIP will now automatically be kept in a new VIP mailbox. You can remove VIP status by clicking their name in the “from” field and selecting Remove.

VIP & Inserting Photos or Videos

Step 1 – Open the email app and tap the New Message icon. Write the message you want to send and decide where you want to insert the image or video.

Step 2 – Touch and hold on the message wherever you want to insert the media. An action menu will appear giving you several options. Tap insert Photo or Video.

Step 3 – Select the image or video you want to add from your camera roll (or other album) and then tap Use. The media is inserted into your message at the point where you touched.

Get back to drafts

Maybe you abandoned a message before tapping to send it. You don't have to navigate into the Mail app's mailbox hierarchy to find your Drafts folder. Rather, you can tap and hold the New Message button to bring up a menu listing your saved drafts.

Creating Shortcut Text

Step 1 – The first thing you need to do is work out which words or phrases you type a lot, either by checking through your sent email and messages or simply by thinking about what text or abbreviations make sense to you.

Step 2 – When you are ready to start creating shortcuts, tap Settings > General > Keyboard. Look for the Add New Shortcut option.

Step 3 – The shortcut creation box is simple, with just Phrase and Shortcut to worry about. Your phrase can be as long as you like and can contain all the relevant punctuation.

Step 4 – Now think about the shortcut. This should be a series of letters that you would not normally type on their own. If you wanted your phrase to be "On my way", you could use "omw" as the shortcut.

Step 5 – When you are happy with the phrase and shortcut, tap Save and exit Settings.

Step 6 – When you are typing in any app, tap the letter combination you chose for the shortcut and the phrase appears as a suggestion. Tap on the suggestion or press Spacebar to select and enter it.

Adding Emoji Keyboard

Open Settings > General > Keyboard > International Keyboards and tap Add New Keyboard. You can then scroll down the list to find Emoji. To access different keyboards while typing messages, tap the globe button next to the Space bar.

Change the Font in Notes App

From the main Settings menu, look for the Notes option and click on it to open the brief Settings menu. Choose the Font you want to use from the short list. Close the settings menu and open the Notes app. Anything you type will now be displayed in your chosen font. This will remain the set font until you change it again.

Using the Split Keyboard

Step 1 – With the keyboard open, tap and hold on the button that is used to hide the keyboard when not needed.

Step 2 – You should now see two options appear: Undock and Split. Select Split and the keyboard does just that.

Step 3 – The keyboard will also move up the screen to make it easier to type with your thumbs while holding the iPad in the middle.

Undocking the Keyboard

The second option, undock, is also useful if you like to hold the iPad with two hands and still be able to type. Undocking moves the keyboard up the screen to the middle, but doesn't split it.

Hidden Keys

When you split the keyboard you should see that the QWERT keys are on the left and YUIOP are on the right. However, to make typing even easier, there are also invisible keys on the inner edge of either section of keyboard. Tap just to the right of the T, for example, and Y is typed. Tap just to the left of the B and V is typed. This clever addition to the split keyboard actually makes it much easier to get to grips with and makes mistakes less likely to occur.

Caps Lock

Caps Lock switching back to lower case after the first letter has been typed is usually a good thing. However, it can be a little bit awkward if you want to type a whole word in capitals. A surprising number of iPad users don't realize that you can lock caps by double-tapping the

button. When you do this it will turn blue and everything you write will be in capitals until you tap the button again.

Looking for a Umlaut or Tilde or a ...?

Pressing and holding certain keys will pop up additional options for that letter (German punctuation such as the umlaut for example). There are also options for many additional punctuation keys including a quick way to type "..."

If you need to type a specific currency other than the \$, then access the numbers keyboard and hold down the \$ symbol to bring up extra options. Nearly every punctuation key has options for additional punctuation.

For example, the '?' key has a " when you press and hold it. The '.' key on the numbers keyboard gives you an option for a ...Double tapping the space bar at the end of the sentence The easiest shortcut is to double-tap the space bar to end a sentence with a period (.) followed by a space. It is on by default. If not, activate it in the 'Keyboard' section in Settings, turning on the "." option.

What, no tab?

The iPad soft keyboard doesn't have a Tab key, but you can tap the space bar with three fingers at the same time to get three spaces, or four fingers to get four spaces (good luck with four). It works for five spaces; too, if you can manage to put five fingers together to press the space bar (forget about it).

Need a single key on the numbers keyboard?

When typing, press and hold the numbers keyboard button and, without removing your finger, slide it across to the desired punctuation key and release. Need a single capital letter? To capitalize a letter quickly, press and hold the Shift key then, without releasing your finger, slide it across to the letter you want to cap and then release

SAFARI

Changing domains

When entering websites, there is a handy '.com' button to add to the end of domains. Press and hold the '.com' key for a selection of different domain extensions. Unfortunately for us no '.gov'

Easy Access to Favorite Websites

Create a Web Clip. Web Clips are simply home screen shortcuts to a particular web page. Browse to the site you want to save in Safari and then tap the Save As button (curved arrow in a box). Select Add to Home Screen and give your Web Clip a title. Tap Add and it will appear on the home screen as a clickable icon. Some sites have a custom icon for Web Clips, while others just use a thumbnail of the page.

Need to go back to the top of the page?

To jump to the top of a page (in order to get back to the browser bar, search bar, or the site's navigation), simply tap the top right corner of the iPad touch's screen, right near the battery meter. This immediately jumps you back to the top of the web page. Unfortunately, there doesn't seem to be a similar short cut for jumping to the bottom of a page.

HOME SCREEN

Making Folders (works in apps too)

Step 1 - If you had two similar apps you'd like to group together into a folder – saving you some screen space in the meantime – press and hold on one of the icons until it jiggles and an “x” appears.

Step 2 - Drag one of the jiggling apps onto the app icon you wish to group it with. When you release the screen, it will create a folder. If the apps are similar, the folder will automatically be named. If you wish to give the folder a different name, tap the ‘x’ at the end of the white box, and type in the name you wish to give the folder.

NOTES

It is smart - recognizes phone numbers, websites, email, etc. If you type in a web link, it'll become active. Tap on it and you'll be sent to the Safari web browser. Tapping an email address sends you to the Mail app. Tap a phone number and you can save it to a new or existing contact.

Predictive Text

Normally, when the iPad comes across words it doesn't recognize it offers a different suggestion. To ignore it you have to tap the suggestion itself. The simplest way to temporarily stop autocorrect is to type the letter ‘z’ and then move the cursor in front of it. Continue typing, and the iPad won't attempt to correct you.

Menu options

When you type in Notes (and many other apps), tapping a word provides a number of options including copy, select all, define, and sometimes, cut and suggest.

Let your Device Read Aloud

Enabling the Speak option makes it possible for your iOS device to read aloud any selectable text. Launch the Settings app, tap General, and then choose Accessibility. Scroll down to Speak Selection, and tap to turn it on. Now, go into any app where you can highlight text. Your options include Mail, Notes, Safari, and many others. Select some text, and you'll see a new option appear in the contextual menu (you may have to tap the right arrow to view more options). Just tap the Speak command, and your iOS device will start reading the text aloud to you.

THREE FOR TROUBLE SHOOTING

If an app is frozen, press and hold the Sleep/Wake button until the red slider appears across the top of the screen. When it does hold the Home button for six seconds, and hopefully this will solve the problem.

If this doesn't work then you might want to try turning the iPad off. To do this, press and hold the Sleep/Wake button until the red slider appears, then push your finger across the slider to turn off the iPad.

If neither of the above solves the problem then you can try resetting your iPad. Hold down the Sleep and Home buttons at the same time until the screen goes black and the white Apple logo appears.