

# HOW TO LINK YOUR UPGRADED PACER ACCOUNT TO NEXTGEN CM/ECF

**NOTE:** Screenshots are from a testing application environment, and may look slightly different, e.g. different colors, than what you will see in the production environment.

**STEP 1.** If you have not yet upgraded your PACER account, please do so.

<https://www.tnwb.uscourts.gov/PDFs/courtinfo/pacer/HowToUpgradeYourPacerAccount.pdf>

**You will also need your CM/ECF login and password.**

**STEP 2.** Go to our CM/ECF website, and click on “Bankruptcy Western District of Tennessee – Document Filing System”.

<https://ecf.tnwb.uscourts.gov/>



**U.S. Bankruptcy Court  
Western District Of Tennessee  
Official Court Electronic Document Filing System**

**CM/ECF Test NextGen 1.5.3 Version**

*filings on this system are subject to Federal Rule of Civil Procedure 11 and Federal Rule of Bankruptcy Procedure*

**STEP 3.** You will be taken to a PACER login screen. Enter your PACER credentials.

... TRAIN ... TRAIN ... TRAIN ... TRAIN ... TRAIN ... TRA

log in to this site. If your browser is set to accept cookies and you are experiencing  
rowser before trying again.

➔ Tennessee Western Bankruptcy Court (test)  
Login

\* Required Information

Username \*

maryobriant

Password \*

Client Code

Login

Clear

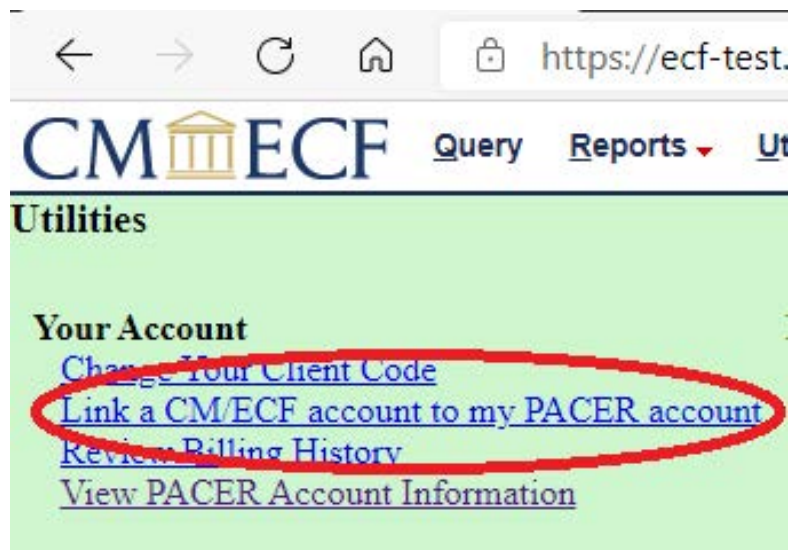
[Forgot password?](#) | [Forgot username?](#) | [Need an account?](#)

NOTICE: This is a restricted government website for official PACER  
use only. Unauthorized entry is prohibited and subject to  
prosecution under Title 18 of the U.S. Code. All activities and  
access attempts are logged.

**STEP 4.** You are now logged into the TNWB CM/ECF website, but because your PACER account is not yet linked you will not see the Bankruptcy or Adversary menus. Click on “Utilities”.



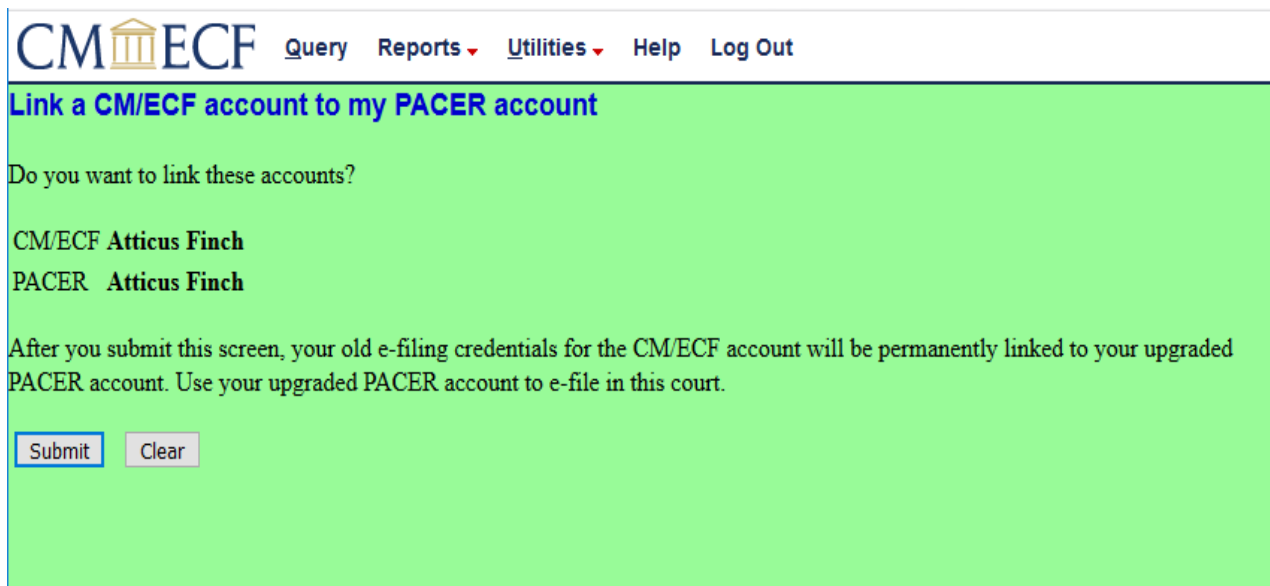
**STEP 5.** Click on “Link a CM/ECF account to my PACER account”.



**STEP 6.** Enter the credentials that you have been using to file in CM/ECF, and click “Submit”.

A screenshot of the 'Link a CM/ECF account to my PACER account' page. The browser's address bar shows 'https://ecf-test.tnwb.uscourts.gov/'. The page header includes the CM/ECF logo and navigation links for 'Query', 'Reports', 'Utilities', 'Help', and 'Log Out'. The main heading is 'Link a CM/ECF account to my PACER account'. Below this, there is explanatory text: '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.', and 'If you had a CM/ECF e-filing account in this court before the court conversion, you should use this utility to link the accounts (or go back if the names don't match).'. The 'CM/ECF login:' section contains a text input field with 'myECFaccount' and a password input field with masked characters. Below these fields are 'Submit' and 'Clear' buttons.

**STEP 7.** Make sure that you are linking the correct CM/ECF and PACER accounts, based on the name. If you link the wrong CM/ECF account and PACER account, please contact the helpdesk at [ECFhelp@tnwb.uscourts.gov](mailto:ECFhelp@tnwb.uscourts.gov).



The screenshot shows the CM/ECF interface with a green background. At the top, there is a navigation bar with links: Query, Reports, Utilities, Help, and Log Out. The main heading is "Link a CM/ECF account to my PACER account". Below this, it asks "Do you want to link these accounts?". It lists "CM/ECF Atticus Finch" and "PACER Atticus Finch". A message states: "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." At the bottom, there are "Submit" and "Clear" buttons.

**STEP 8.** You will see a screen confirming that you have successfully linked your PACER account to your CM/ECF account. From now on, you should use your PACER credentials to file in the Bankruptcy Court for the Western District of Tennessee.

**STEP 9.** Click "Log Out". You will be taken back to a PACER screen. Note that you are still logged into PACER, you have just exited the CM/ECF filing system for the Bankruptcy Western District of Tennessee.

If you need to switch to a different PACER account, you will have to click on "logout" on this page.

Click on "Submit" to return to the CM/ECF filing system for the Bankruptcy Court for the Western District of Tennessee.



The screenshot shows the PACER login interface. At the top, it says "PACER Public Access To Court Electronic Records". Below this is a blue banner with the word "Login" and a repeating pattern of "TRAIN ...". A message states: "cookies to log in to this site. If your browser is set to accept cookies and you are experiencing problem when your browser before trying again." The main login form is titled "Tennessee Western Bankruptcy Court (test) Login" and includes a red asterisk indicating "Required Information". It has three input fields: "Username", "Password", and "Client Code". Below these fields are "Login" and "Clear" buttons. At the bottom, there are links for "Forgot password?", "Forgot username?", and "Need an account?".