

Accessing audio files from PACER

All court proceedings held in the District of Montana Bankruptcy Court are digitally recorded. Many of these hearings are posted in CM/ECF. The audio files can be accessed on the docket.

Note: The document should be opened from the docket number in Adobe PDF in order to get the audio file attachment. Do not open the PDF in a web browser. If the document is opened in a browser, you will not get the audio file attachment.

There are 2 ways to find the audio files.

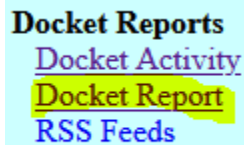
By Individual Case

1. Login with your PACER account.
2. Select Reports from the menu bar.



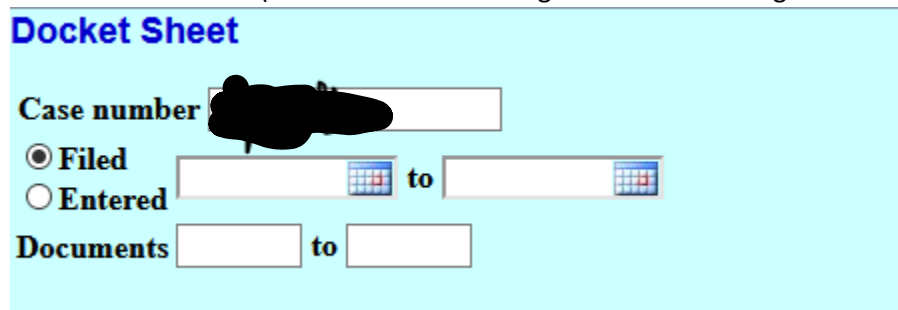
The screenshot shows the top navigation bar of the CM/ECF website. The menu items are: Bankruptcy, Adversary, Query, Reports (highlighted in yellow), Utilities, Search, Help, What's New, and Log Out (Allison Kelly). Below the menu bar is a toolbar with icons for Docket Sheet, Claims Register, List of Creditors, Deadlines/Hearings, Calendar Events (showing 9/9/2020), and Associated Cases. The main header area features the U.S. Bankruptcy Court of Montana logo and the text: "U.S. Bankruptcy Court of Montana, U.S. Bankruptcy Court, District of Montana, Official Court Electronic Document Filing System".

3. Select Docket Report



The screenshot shows a menu titled "Docket Reports" with four options: "Docket Activity", "Docket Report" (highlighted in yellow), and "RSS Feeds".

4. Type in desired Case Number (filters such as date range or document range are not required).



The screenshot shows the "Docket Sheet" search form. It includes a "Case number" input field with a blacked-out value, a radio button for "Filed" (selected), a radio button for "Entered", and two date input fields with a "to" label between them. Below these are two more input fields with a "to" label between them, labeled "Documents".

5. Click Run Report.
6. Locate the docket entry and click on the document number in the second column to access the PDF file that contains the embedded audio file.

Filing Date	#	
09/03/2020	148 (1 pg)	PDF with attached Audio File. Court Date & Time [9/2/2020 1:30:55 PM]. File Size [72840 KB]. Run Time [02:31:45].

7. The audio files are in MP3 format and embedded as an attachment to the PDF (Windows Media Player or VLC Media Player needs to be selected as the default mp3 program). Click the Attachments tab or Paper Clip Icon (you need to have the latest version of Adobe Acrobat Reader) to display a link to the MP3 file.
8. The Attachment Window will then be shown. Double click on the embedded audio file to open it (you can also click on the embedded audio file and then click open or save).

Home Tools Accessing-Audio-Fi... 11004068633-1.pdf x

Doc#: 148 Filed: 09/03/20 Entered: 09/03/20 12: Page 1 of 1

UNITED STATES BANKRUPTCY COURT
DISTRICT OF MONTANA
 PDF FILE WITH AUDIO FILE ATTACHMENT

9. Adobe Acrobat may warn you of the dangers of opening attachments. Click Ok to open the file.

All Audio Records by Date Range:

1. Login with your PACER account..
2. Select Reports from the menu Bar.

CM/ECF Bankruptcy Adversary Query Reports Utilities Search Help What's New Log Out (Allison Kelly)

Docket Sheet Claims Register List of Creditors Deadlines/Hearings Calendar Events 9/9/2020 Associated Cases

U.S. Bankruptcy Court of Montana
U.S. Bankruptcy Court, District of Montana
 Official Court Electronic Document Filing System

3. Select Docket Activity.

Docket Reports
[Docket Activity](#)
[Docket Report](#)
[RSS Feeds](#)

4. Select any desired filters, such as date range or case type.

5. From the Category field, select audio.

Category

answer
appeal
audio

Open cases
 Closed cases

Entered between 12/4/2012 to 12/5/2012

Sort by Case Number

Run Report Clear

Summary Text
Full Docket Text

6. Click Run Report.

7. A list of all audio files for the given date range will be displayed. Click on the document in the second column to access the PDF file that contains the embedded audio.

Case	Doc Id	Date Entered/Filed	Category/ Event	Jud
[REDACTED]	27	Entered: 09/02/2020 12:00:01 Filed: 09/02/2020	Category: audio Event: Digital Audio	

8. Refer to steps 7-9 above.