

2014 Eastern District Bankruptcy Seminar Agenda

8:00 AM – Registration and Continental Breakfast

8:25 AM – Welcome and Opening Remarks

8:30 AM – New Court Website, CourtSpeak and LiveChat for CM/ECF Support

9:00 AM – Plenary Speaker

10:00 AM – Ethics Presentation

11:00 AM - BREAK

11:15 AM – Breakouts (This breakout session ends at 12:00 noon)

Chapter 13 Issues	Room A
Creditor Issues	Room B
Chapter 7 Issues	Room C
Chapter 11 Issues	Room D

12:00 Noon - LUNCH

1:15 PM - Breakouts (This breakout session ends at 2:00 PM)

Bankruptcy Administrator Issues	Room A
Calendar/Courtroom Issues	Room B
Service Issues	Room C
CM/ECF Quick Tips	Room D

2:10 PM – Breakouts (This breakout session ends at 2:55 PM)

Financial Issues	Room A
Adversary Proceedings	Room B
Service Issues	Room C
CM/ECF Quick Tips	Room D

3:10 PM – Open Space Sessions (This breakout session ends at 3:55 PM)

Chapter 13	Room A
Creditors	Room B
Chapter 7	Room C
Chapter 11	Room D

4:00 PM – Adjourn

Breakout Course Descriptions

CM/ECF Quick Tips - This class cover tips for filing documents in CM/ECF, upcoming changes in CM/ECF and how you can use the ECF newsletter to stay up-to-date on ECF issues.

Adversary Proceedings – This class uses a timeline to illustrate what happens once an adversary proceeding complaint is filed and follows through until the completion of the case.

Calendar/Courtroom Matters – This class covers how matters are scheduled and proper procedures to continue or remove matters from the calendar as well as the use of technology in the courtroom.

Bankruptcy Administrator Issues – This class covers bankruptcy administrator issues such as Chapter 11 monthly reports, Rule 4002 requirements, quarterly reports and intake documents.

Financial Matters – This class covers procedures for making payments to the court, why the court requires electronic payment of fees and what happens when fees do not clear the bank.

Service Issues/Deficiencies/Returned Mail – This class covers common service issues, how you can avoid deficiencies, what to do if you get a deficiency and how to handle returned mail.

Chapter 13 Issues – This class covers procedures and filing preferences of the court and the trustee.

Chapter 7 Issues – This class covers procedures and filing preferences of the court, the BA and the trustee.

Chapter 11 Issues – This class covers procedures and filing preferences of the court and the BA.

Creditor Issues – This class covers procedures and filing preferences regarding documents filed on behalf of creditors.

Open Space Sessions – Unscheduled, dynamic process of meeting with others around a common area of interest rather than a specific structured session. You will be in control of the training content. Court staff, law clerks and subject matter experts from the legal link group and attorney/trustee offices will be in each session to serve as facilitators and to answer questions. Sessions will be available for: Chapter 7, Chapter 11, Chapter 13 and Creditors.

