

# Eastern District of Texas

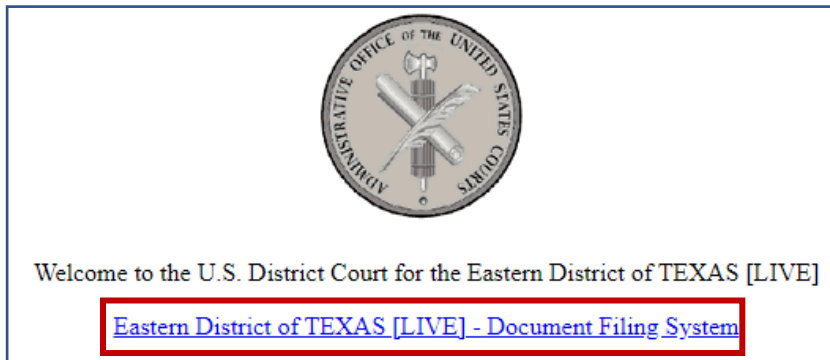
## Link your CM/ECF Account to your PACER Account

This step cannot be completed until the Eastern District of Texas is live on NextGen on May 16, 2022. Linking is a one-time procedure. After linking your account, you will use your PACER account to access both PACER and CM/ECF for the Eastern District of Texas.

### How to Link Your Account

**Step 1** Go to the Eastern District of Texas's CM/ECF site (<https://ecf.txed.uscourts.gov>).

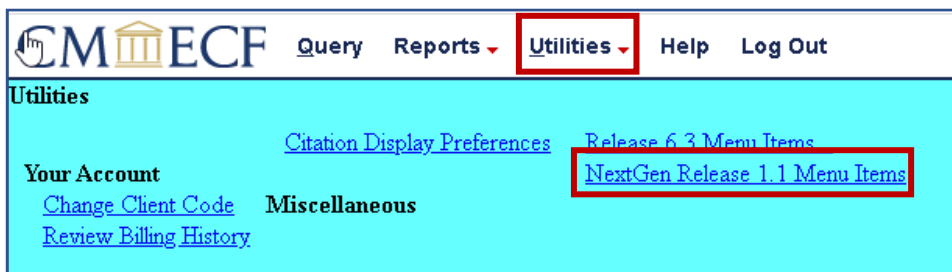
**Step 2** Click on the **Eastern District of TEXAS [LIVE] – Document Filing System** link.



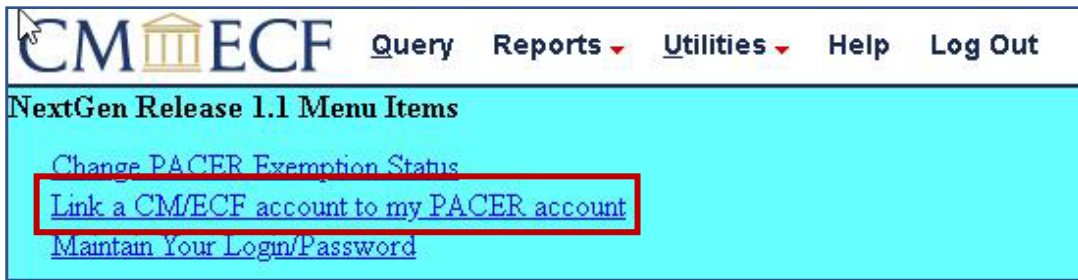
**Step 3** Log on with your individual upgraded PACER username and password. **Do not log on using a shared firm PACER account.**

A screenshot of the "Texas Eastern District Court Login" page. The page has a title "Texas Eastern District Court Login" with a blue arrow icon. Below the title is a red asterisk and the text "\* Required Information". There are three input fields: "Username \*", "Password \*", and "Client Code". Below the input fields are two buttons: "Login" and "Clear".

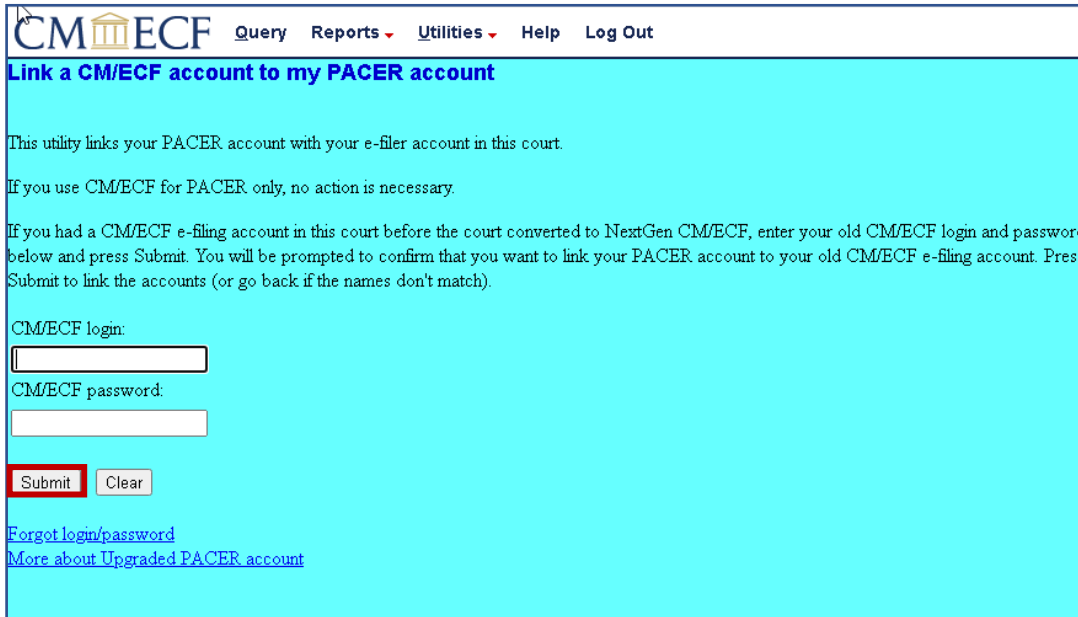
**Step 4** Click on **Utilities** and then click on **NextGen Release 1.1 Menu Items**.



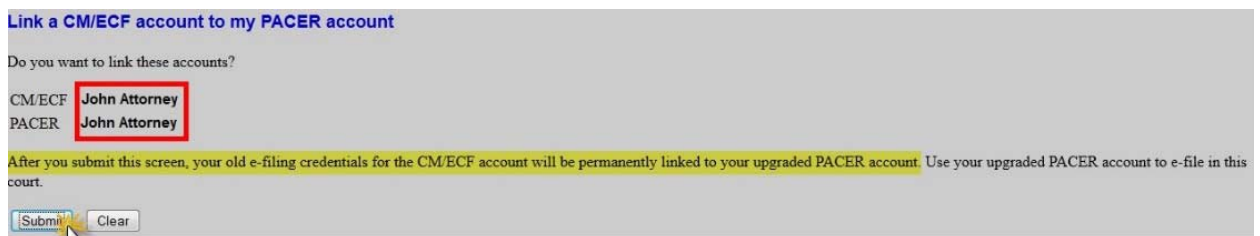
**Step 5** Click on **Link a CM/ECF account to my PACER account**.



**Step 6** Enter your current CM/ECF credentials in the **CM/ECF login** and **CM/ECF password** fields. Click **Submit**.



**Step 7** Ensure that the CM/ECF account and PACER account listed are accurate. If so, click **Submit**.



**\*\*Note that your individual PACER account should be listed. DO NOT link a shared firm PACER account to your CM/ECF account.**

**Step 8** You have successfully linked your account. You will now use only your PACER account to access both PACER and CM/ECF for this court. Press F5 to refresh the screen and view the Civil and Criminal menu items for filing.