

Slide 1 - Introduction Slide

Trustee's Report of No Distribution CM/ECF BK v3.3 Animation

Production Information:
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Electronic Learning Module Version 2.0
Trustee's 341 Filings
Date 02/09/2009

Bankruptcy CM/ECF Release 3.3

Trustee's Report of No Distribution

Slide notes

Welcome to the CM/ECF Trustee's Report of No Distribution.

Slide 2 - Navigation

Navigation Instructions: Each screen contains specific instructions to follow that mimic the actual software. Follow the instructions to progress through the lesson.

Playback Controls: Playback controls, located at the bottom of the screen, may be used to move forward or back, or to rewind to the beginning of the lesson. The playback controls also include a pause/play button toggle. If you pause the lesson, click the button again to resume.

Menu: Move the mouse over the word **MENU**, located in the upper left corner, to view the drop-down list of lesson topics. Click on the desired topic to jump to that part of the lesson.

Closed Captioning: Click the **CC** button in the playback controls to toggle the closed captioning feature on or off.

Audio: Click the **speaker icon** to toggle audio on or off.

Additional Information: Roll the mouse over the "i" located in the title bar to view module version and AO-OIT-SDSD-Training Branch contact information.

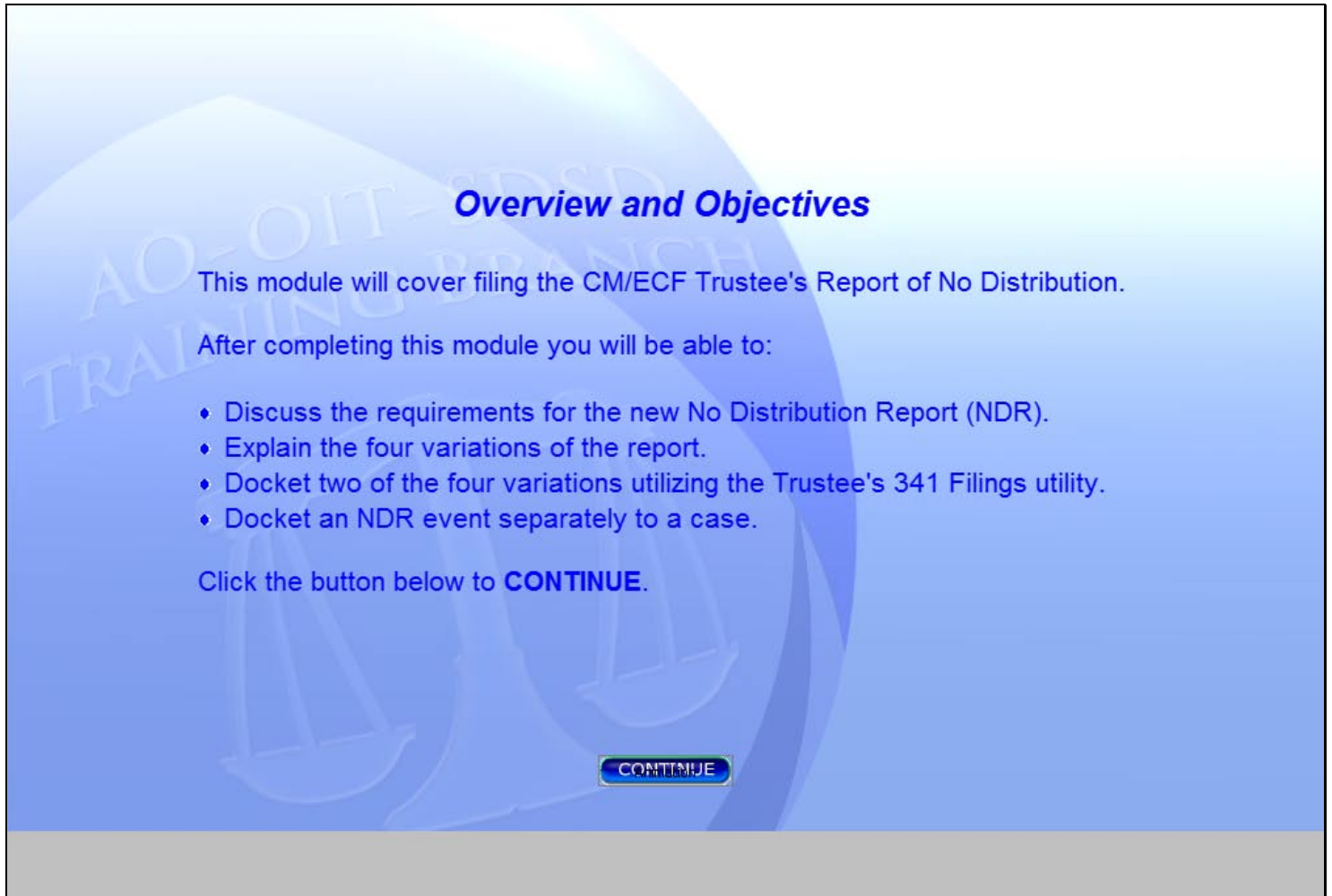
Exit the Lesson: To exit the lesson, click the **X** in the upper right corner of the lesson window, or select **Exit** from the menu.

Begin the Lesson: Click the **START** button when you are ready to begin.

**Slide notes**

Please take a moment to read these Navigation Instructions. When you're ready, click the START button.

Slide 3 - Objectives



Overview and Objectives

This module will cover filing the CM/ECF Trustee's Report of No Distribution.

After completing this module you will be able to:

- Discuss the requirements for the new No Distribution Report (NDR).
- Explain the four variations of the report.
- Docket two of the four variations utilizing the Trustee's 341 Filings utility.
- Docket an NDR event separately to a case.

Click the button below to **CONTINUE**.

CONTINUE

Slide notes

Here are the objectives for this module. When you are ready to begin, click the CONTINUE button.

Slide 4 - Trustee's No Distribution Report

US Trustee No Distribution Report (NDR)

Section 602 of the BAPCPA requires new U.S. Trustee's uniform final reports.

- CM/ECF provides a revised chapter 7 Trustee's Report of No Distribution.
- CM/ECF provides these four new NDR variations.
 - No funds.
 - Dismissed or converted, no funds.
 - Dismissed or converted, some funds collected.
 - Minimal funds collected.

Click the button below to **CONTINUE**.

CONTINUE

Slide notes

Section 602 of the Bankruptcy Abuse Prevention and Consumer Protection Act of 2005 (BAPCPA), 28 U.S.C. § 589b, requires the Attorney General to issue rules requiring uniform forms for final reports by trustees for chapters 7, 12 and 13. The Chapter 7 Trustee's Report of No Distribution in CM/ECF will be provided in four variations in every bankruptcy court. These four variations are listed here. The trustee will submit the appropriate report for each case. Click the CONTINUE button.

Slide 5 - Slide 5

US Trustee No Distribution Report (NDR)

NDR CM/ECF reports will be virtual entries.

- Text Only.
- No PDF document.
- A document number is optional.
- Only appears on docket report.
- Data not written to the CM/ECF database.

Click the button below to **CONTINUE**.

CONTINUE

Slide notes

New CM/ECF reports will be virtual entries. The docket sheet entries produced by the four events will vary depending on the selection or selections made by the trustee. This information is created in the docket sheet entry only, not written to the CM/ECF database. Click the CONTINUE button.

Slide 6 - Slide 6



US Trustee No Distribution Report (NDR)

- New CM/ECF No Distribution Reports filed by Trustees or Bankruptcy Administrators must be filed through:
 - Trustee's 341 Filings program.
 - Single case docketing of each event.
- No batch or multi-case docketing allowed.

Click the button below to **CONTINUE**.

CONTINUE

Slide notes

Trustees will be required to file No Distribution Reports only through the Trustee's 341 Filings program or as a single case docketing of each event in CM/ECF. Please note: Other batch docketing will no longer be an option. Click the CONTINUE button.

Slide 7 - Slide 7

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.aoc.dcn/cgi-bin/login.pl?logout

ECF

Bankruptcy Adversary Query Reports Utilities Search Logout

Click on the **Bankruptcy** main menu selection.

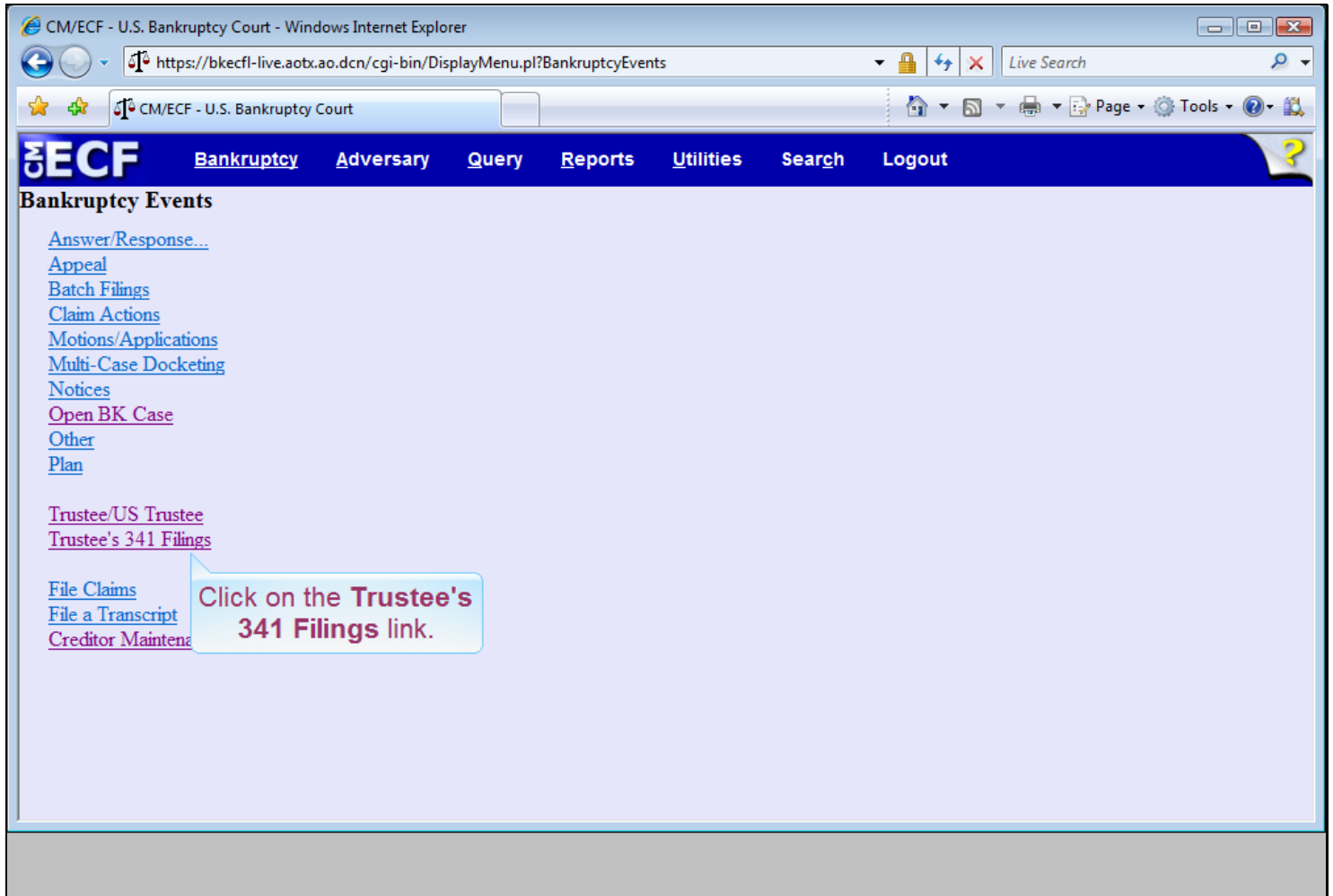
U.S. Bankruptcy Court
Live Database
Official Court Electronic Document Filing System

Release 3.3 RC4 installed 9/2/08

Slide notes

Follow along as we explain this process through the Trustees 341 Filing program. Click on the Bankruptcy main menu selection.

Slide 8 - Slide 8

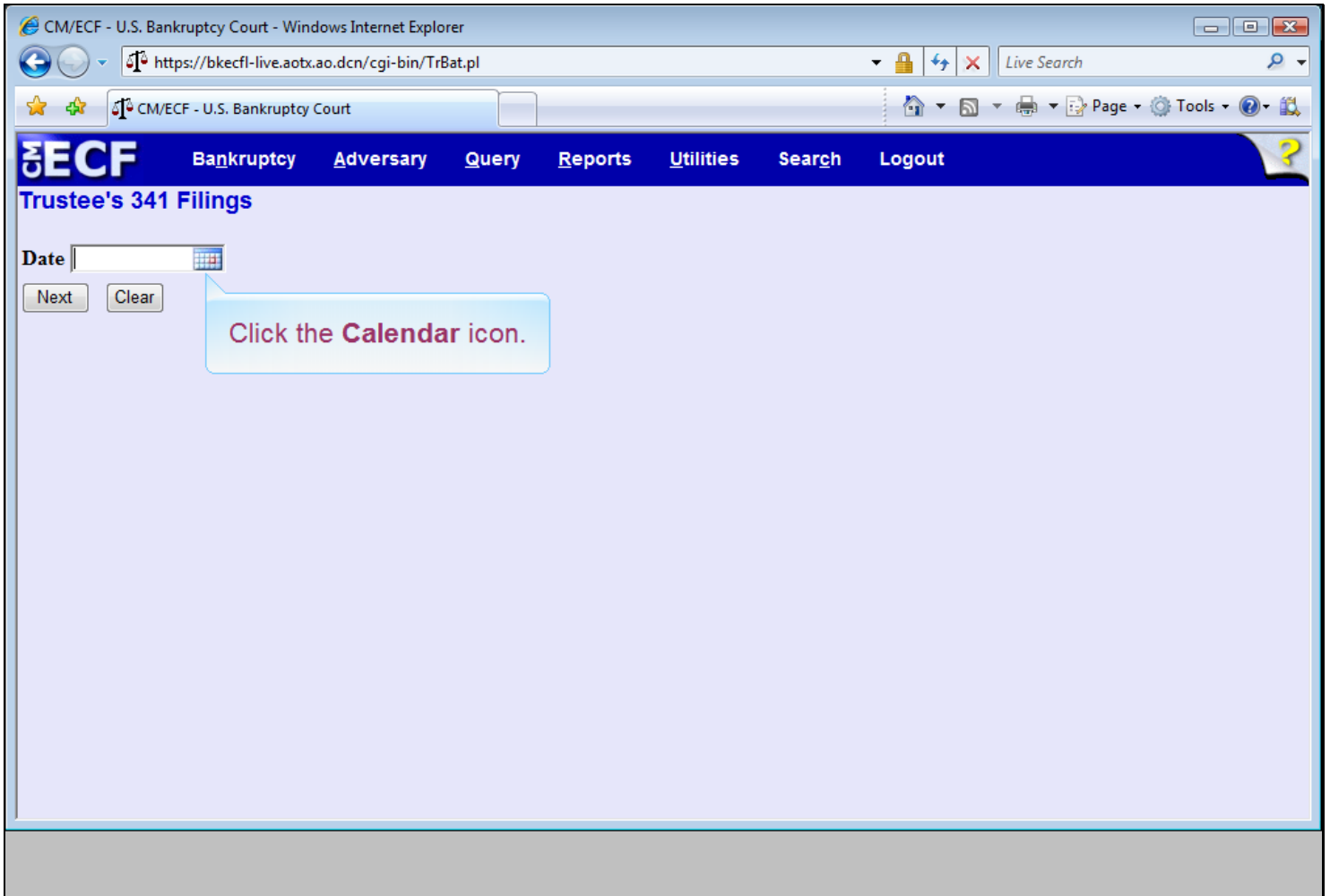


The screenshot shows a web browser window displaying the CM/ECF U.S. Bankruptcy Court website. The browser's address bar shows the URL: <https://bkecf-live.aotx.aoc.dcn/cgi-bin/DisplayMenu.pl?BankruptcyEvents>. The website's navigation bar includes links for [Bankruptcy](#), [Adversary](#), [Query](#), [Reports](#), [Utilities](#), [Search](#), and [Logout](#). The main content area is titled "Bankruptcy Events" and lists several menu items: [Answer/Response...](#), [Appeal](#), [Batch Filings](#), [Claim Actions](#), [Motions/Applications](#), [Multi-Case Docketing](#), [Notices](#), [Open BK Case](#), [Other](#), [Plan](#), [Trustee/US Trustee](#), [Trustee's 341 Filings](#), [File Claims](#), [File a Transcript](#), and [Creditor Maintenance](#). A callout box with a light blue background and a pointer highlights the "Trustee's 341 Filings" link, containing the text: "Click on the Trustee's 341 Filings link."

Slide notes

The Trustee's 341 Filing program provides a list of cases scheduled for a trustee at a §341 Meeting of Creditors. Only this trustee can access his/her meetings and that's why the following screen may not look familiar to you. Click on the Trustee's 341 Filings link.

Slide 9 - Slide 9



Slide notes

Select the date of the §341 meeting. The date may be entered (mm/dd/yyyy) in the date field or selected from the calendar. We will select the date from the calendar icon. Click on the calendar icon.

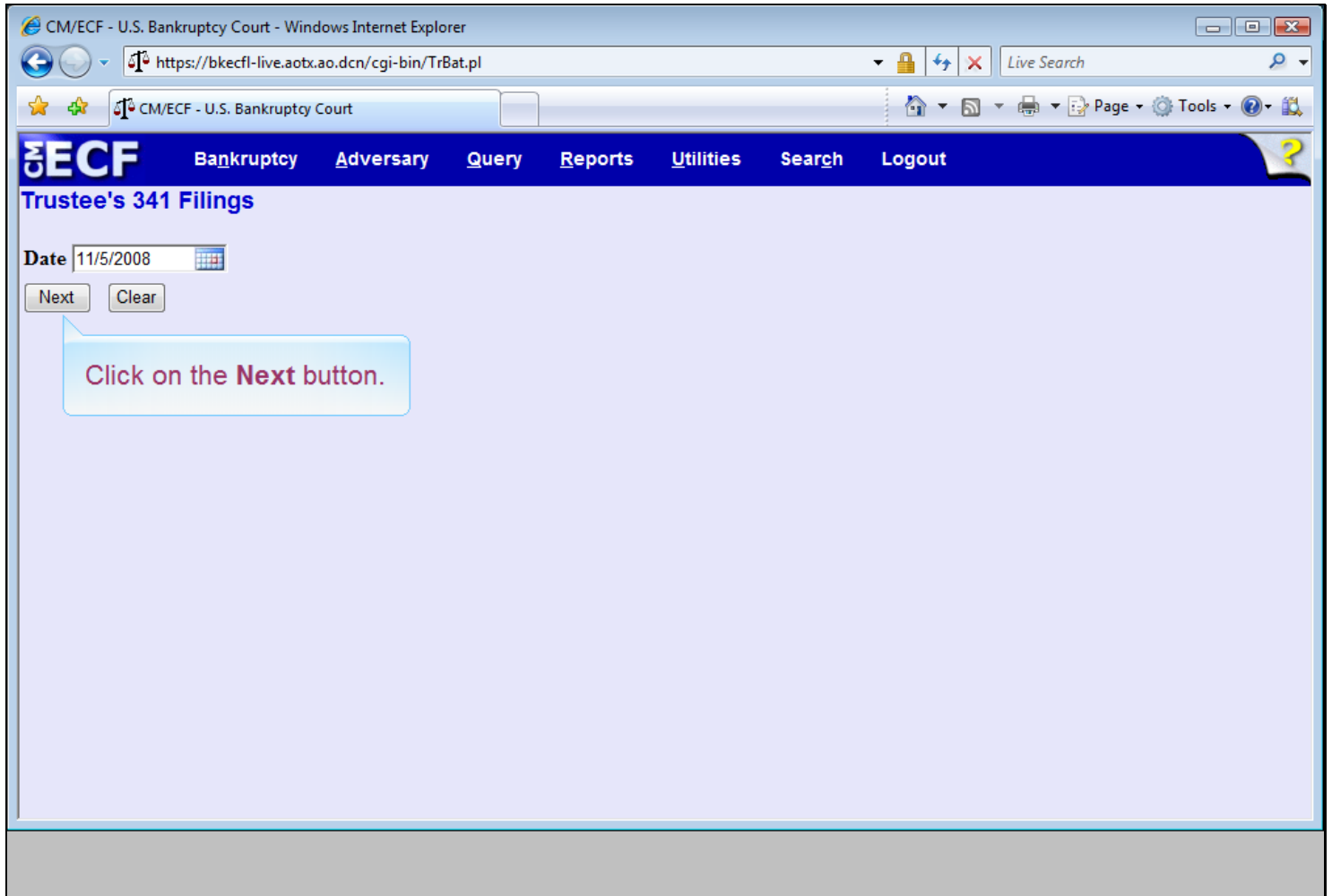
Slide 10 - Slide 10

The screenshot shows a Windows Internet Explorer browser window displaying the ECF website. The address bar shows the URL <https://bkecf-live.aotx.ao.dcn/cgi-bin/TrBat.pl>. The page title is "Trustee's 341 Filings". A "Date" input field is present with "Next" and "Clear" buttons. A calendar for "November 2008" is displayed, with the 5th of the month highlighted. A callout box with the text "Click on November 5th." points to the 5th. The website navigation menu includes "Bankruptcy", "Adversary", "Query", "Reports", "Utilities", "Search", and "Logout".

Slide notes

Our §341 meeting took place on November 5th. Click on that date.

Slide 11 - Slide 11



Slide notes

Click the Next button.

Slide 12 - Slide 12

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.aoc.dcn/cgi-bin/TrBat.pl?292417939598806-L_308_0-1

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

U.S. Bankruptcy Court
Live Database
Trustee Julian Mayfair
Date: 11/5/2008

Case No.	No Action	Report of No Distribution (NDR)				Initial Report	Continue To	Date	Time	AM/PM
		No Funds	Dismiss/Convert No Funds	Dismiss/Convert Funds	Min Funds					
08-10127 Kenny J. Irish and Jean H. Irish	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>				
08-10128 Dyle H. Morrison	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>				
08-10129 Larry M. Lucky and Janice E. Lucky	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>				
08-10130 Arlyn J. Halvorson and Candy L. Halvorson	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>				
08-10131 Frank T. Hammock and Carol J. Hammock	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>				

Submit Clear

Click the No Funds radio button.

Slide notes

This program provides the trustee with a system to produce a report or to continue a case to another day. The trustee will select one option for each case, but it isn't necessary to process each case on the screen. The three options currently highlighted are the same as the previous version of the CM/ECF software. However, the Report of No Distribution now has four columns where there used to be one. The Initial Report should be selected for an asset case. Notice that the default radio button selection for each case in this example is Continue To. Each court may change the default to any one of the four NDR columns. For the 08-10127 case, click the radio button under No Funds.

NOTE: To the team - Please sync highlights with applicable audio (in and then out) and bring in the text box at the start of "click the No Funds radio button." for rest of slide.

Slide 13 - Slide 13

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer
 https://bkecf-live.aotx.aocdn/cgi-bin/TrBat.pl?292417939598806-L_308_0-1

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

LIVE Database
Trustee Julian Mayfair
Date: 11/5/2008

Case No.	No Action	Report of No Distribution (NDR)				Initial Report	Continue To	Date	Time	AM/PM
		No Funds	Dismiss/Convert No Funds	Dismiss/Convert Funds	Min Funds					
08-10127 Kenny J. Irish and Jean H. Irish	<input type="radio"/>									
		Real Property (6A)	130365.00	Personal Property (6B)	49446.10	Assets Exempt (6C)	64345.87	Assets Abandoned	115465.23	
		Secured Claims (6D)	166033.00	Unsecured Priority Claims (6E)	0.00	Unsecured Nonpriority Claims (6F)	37445.50	Claims Discharged	203478.50	Claims Scheduled
08-10128 Dyle H. Morrison	<input type="radio"/>									
08-10129 Larry M. Lucky and Janice E. Lucky	<input type="radio"/>									
08-1 and	<input type="radio"/>									
08-1 and	<input type="radio"/>									

Submit Clear

Click the **Submit** button.

Slide notes

The selection of No Funds expands the screen to two new rows to display the fields used to produce the report. Figures shown in gray are values from the debtor's schedules if previously entered in CM/ECF. These values cannot be modified by the trustee on this screen. The Assets Exempt, Assets Abandoned, Claims Discharged and Claims Scheduled will not be grayed out and are accessible by the trustee. The radio buttons for the other cases have been moved to the No Action column for this example. The trustee can process these other cases at a later time. Click the Submit button.

NOTE: - to the team - Bring in the "Click the Submit button" text box at the start of the "Click the Submit button" audio for rest of slide.

Slide 14 - Slide 14

The screenshot shows a Windows Internet Explorer browser window displaying the CM/ECF - U.S. Bankruptcy Court website. The address bar shows the URL: https://bkecf-live.aotx.ao.dcn/cgi-bin/TrBat.pl?101045833452767-L_308_1-1. The website header includes the ECF logo and navigation links: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. The main content area is titled "U.S. Bankruptcy Court Live Database".

Notice of Electronic Filing

The following transaction was received from Mayfair, Julian entered on 1/8/2009 at 10:19 AM CST and filed on 1/8/2009

Case Name: Kenny J. Irish and Jean H. Irish
Case Number: [1:08-bk-10127](#)
Document Number:

Docket Text:
Chapter 7 Trustee's Report of No Distribution: I, Julian Mayfair, having been appointed trustee of the estate of the above-named debtor(s), report that I have neither received any property nor paid any money on account of this estate; that I have made a diligent inquiry into the financial affairs of the debtor(s) and the location of the property belonging to the estate; and that there is no property available for distribution from the estate over and above that exempted by law. Pursuant to Fed R Bank P 5009, I hereby certify that the estate of the above-named debtor(s) has been fully administered. I request that I be discharged from any further duties as trustee. Key information about this case as reported in schedules filed by the debtor(s) or otherwise found in the case record: This case was pending for 4 months Assets Abandoned: \$ 115465.23, Assets Exempt: \$ 64345.87, Claims Scheduled: \$ 203478.50, Claims Asserted: Not Applicable, Claims scheduled to be discharged without payment: \$ 203478.50. (Mayfair, Julian)

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

1:08-bk-10127 Notice will be electronically mailed to:

Slide notes

The NDR docket text report produced for this option from either the Trustee's 341 Filings program or single case docketing process for No Funds will be identical. The number of months pending will be calculated from today's date less the file date of the case. If values from the debtor's schedules do not apply to this report, the text report will display these values as "Not Applicable." Otherwise, if the debtor's schedules have not been submitted when the NDR - No Funds is filed, the text report will display "Not Available." When you're ready, click the CONTINUE button.

Slide 15 - Slide 15

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.aocdn/cgi-bin/TrBat.pl?835933691625161-L_308_0-1

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

U.S. Bankruptcy Court
Live Database
Trustee Julian Mayfair
Date: 11/5/2008

Case No.	No Action	Report of No Distribution (NDR)				Initial Report	Continue To	Date	Time	AM/PM
		No Funds	Dismiss/Convert No Funds	Dismiss/Convert Funds	Min Funds					
08-10128 Dyle H. Morrison	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
08-10129 Larry M. Lucky and Janice E. Lucky	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
08-10130 Arlyn J. Halvorson and Candy L. Halvorson	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			
08-10131 Frank T. Hammock and Carol J. Hammock	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			

Submit Clear

Click the **Submit** button.

Slide notes

When a case has either been dismissed, converted or reassigned, and no funds are available for distribution, no additional entry of data is required by the trustee. When this option is selected, the row will not expand to display additional fields the way it does on the other NDR report options. In most cases, a case will be dismissed, converted or reassigned after the §341 meeting has been concluded and the case will not appear on the screen. The trustee must then docket this event to the case separately. Click the Submit button.

NOTE: to team - Sync the text box to fade in and rest of slide with the Click the Submit button audio.

Slide 16 - Slide 16

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer
https://bkecf-live.aotx.ao.dcn/cgi-bin/TrBat.pl?734385116872504-L_308_1-1

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

U.S. Bankruptcy Court
Live Database

Notice of Electronic Filing

The following transaction was received from Mayfair, Julian entered on 11/5/2008 at 2:02 PM CST and filed on 11/5/2008

Case Name: Dyle H. Morrison
Case Number: [1:08-bk-10128](#)
Document Number:

Docket Text:
Chapter 7 Trustee's Report of No Distribution: I, Julian Mayfair, having been appointed trustee of the estate of the above-named debtor(s), report that this case was dismissed, converted, or reassigned. I have neither received any property nor paid any monies on account of this estate. Pursuant to Fed R Bank P 5009, I hereby certify that the chapter 7 estate of the above-named debtor(s) has been fully administered. I request that I be discharged from any further duties as trustee. Key information about this case as reported in schedules filed by the debtor(s) or otherwise found in the case record: This case was pending for 2 months. Assets Abandoned: Not Applicable, Assets Exempt: Not Applicable, Claims Scheduled: Not Applicable, Claims Asserted: Not Applicable, Claims scheduled to be discharged without payment: Not Applicable. (Mayfair, Julian)

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

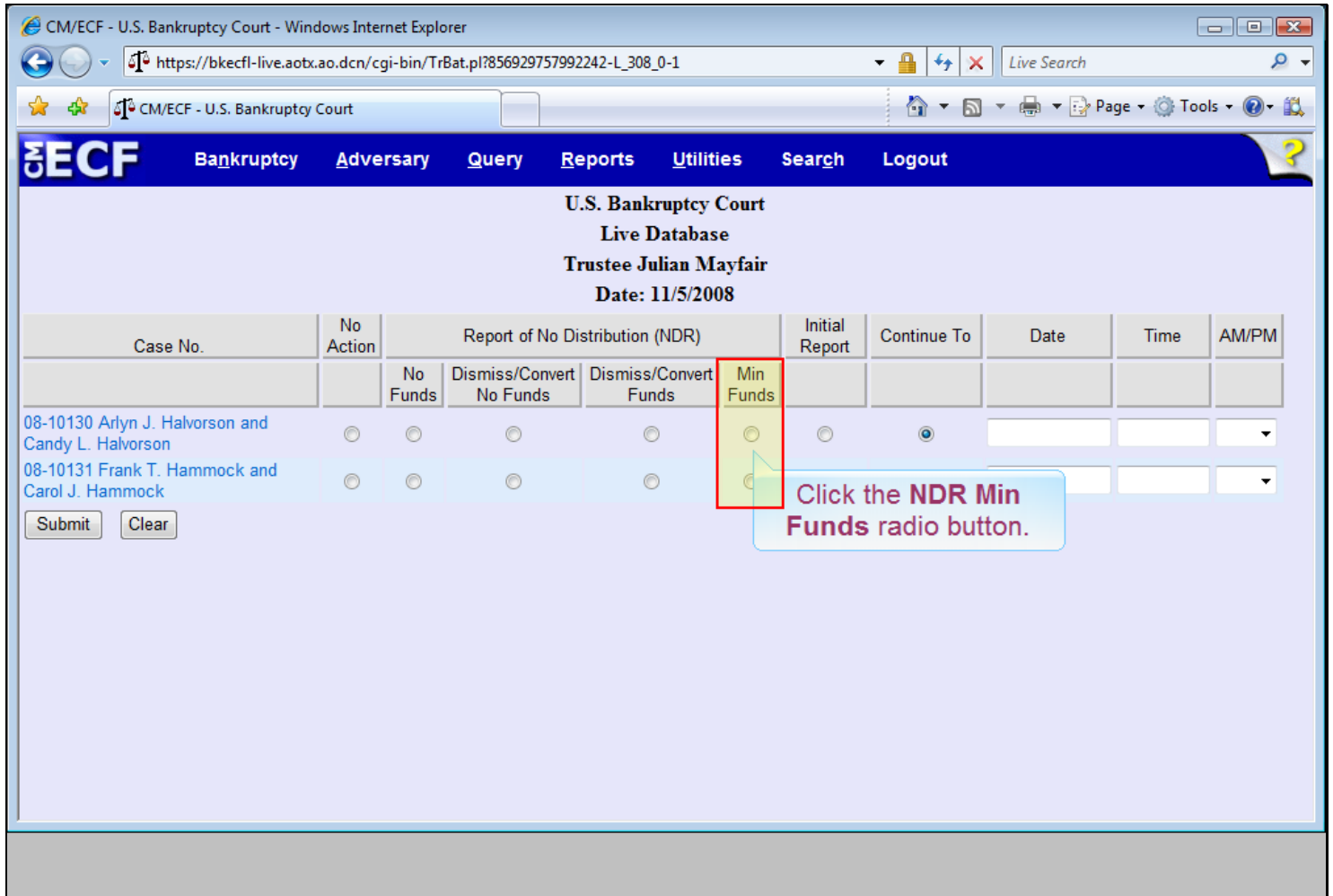
1:08-bk-10128 Notice will be electronically mailed to:

Julian Mayfair

Slide notes

The docket text report produced from either the Trustee's 341 Filings program or single case docketing process for this event will be identical. All fields will be reported as "Not Applicable." When you're ready, click the CONTINUE button.

Slide 17 - Slide 17



CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer
 https://bkecf-live.aotx.aocdn/cgi-bin/TrBat.pl?856929757992242-L_308_0-1
 CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

**U.S. Bankruptcy Court
 Live Database
 Trustee Julian Mayfair
 Date: 11/5/2008**

Case No.	No Action	Report of No Distribution (NDR)			Min Funds	Initial Report	Continue To	Date	Time	AM/PM
		No Funds	Dismiss/Convert No Funds	Dismiss/Convert Funds						
08-10130 Arlyn J. Halvorson and Candy L. Halvorson	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>			
08-10131 Frank T. Hammock and Carol J. Hammock	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			

Submit Clear

Click the **NDR Min Funds** radio button.

Slide notes

The last NDR selection is Min Funds (Minimal Funds Collected). Click the Min Funds radio button for the 08-10130 case and we will process this report.

NOTE: to the team - Bring in the text box with Click the NDR Min.....audio.

Slide 18 - Slide 18

U.S. Bankruptcy Court
Live Database
Trustee Julian Mayfair
Date: 11/5/2008

Case No.	No Action	Report of No Distribution (NDR)				Initial Report	Continue To	Date	Time	AM/PM
		No Funds	Dismiss/Convert No Funds	Dismiss/Convert Funds	Min Funds					
08-10130 Arlyn J. Halvorson and Candy L. Halvorson	<input type="radio"/>									
Assets Collected			Real Property (6A)	130365.00	Personal Property (6B)	49446.10	Assets Exempt (6C)	62345.87	Assets Abandoned	117465.23
Claims Discharged		203478.50	Secured Claims (6D)	166033.00	Unsecured Priority Claims (6E)	0.00	Unsecured Nonpriority Claims (6F)	37445.50	Claims Scheduled	203478.50
08-10131 Frank T. Hammock and Carol J. Hammock	<input type="radio"/>									

Submit Clear

Click the No Action button for this case.

Slide notes

The figures shown in gray are values from the debtor's schedules if previously entered in CM/ECF. These values cannot be accessed by the trustee on this screen. The following data field values will not be grayed out and are accessible by the trustee: Assets Collected, Assets Exempt(6C), Assets Abandoned, Claims Discharged, and Claims Scheduled. Before we click the submit button, click the radio button under No Action for the 08-10131 case. This selection allows the trustee to process the §341 meeting for this case at a later time.

NOTE: to the team - highlights - fade in and out as each one is mentioned in the audio. Bring in the text box with audio "Before we click....."

Slide 19 - Slide 19

The screenshot shows a web browser window with the URL https://bkecfl-live.aotx.aocdn/cgi-bin/TrBat.pl?856929757992242-L_308_0-1. The page title is "U.S. Bankruptcy Court Live Database". A modal dialog box is open with the message "You have to enter a valid Dollar Amount." and an "OK" button. The main form contains the following data:

Case No.	No Action	Report	Date	Time	AM/PM
08-10130 Arlyn J. Halvorson and Candy L. Halvorson	<input type="radio"/>	<input type="radio"/>			
Assets Collected					
Claims Discharged	203478.50				
08-10131 Frank T. Hammock and Carol J. Hammock	<input checked="" type="radio"/>	<input type="radio"/>			

Additional fields in the form include:

- Real Property (6A): 130365.00
- Personal Property (6B): 49446.10
- Assets Exempt (6C): 62345.87
- Assets Abandoned: 117465.23
- Secured Claims (6D): 166033.00
- Unsecured Priority Claims (6E): 0.00
- Unsecured Nonpriority Claims (6F): 37445.50
- Claims Scheduled: 203478.50

Buttons: Submit, Clear

Callout text: Click the **Submit** button.

Slide notes

We have taken the liberty of entering an amount in the Assets Collected field. The trustee conducting this §341 meeting would have made this entry. Click the Submit button.

NOTE: to the team - Bring in text box at start of "Click the...." audio.

Slide 20 - Slide 20

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer
 https://bkecf-live.aotx.aocdn/cgi-bin/TrBat.pl?528095740106947-L_308_1-1
 CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

U.S. Bankruptcy Court
Live Database

Notice of Electronic Filing

The following transaction was received from Mayfair, Julian entered on 11/5/2008 at 2:05 PM CST and filed on 11/5/2008
Case Name: Arlyn J. Halvorson and Candy L. Halvorson
Case Number: [1:08-bk-10130](#)
Document Number:

Docket Text:
 Chapter 7 Trustee's Report of No Distribution: I, Julian Mayfair, having been appointed trustee of the estate of the above-named debtor(s), report I collected funds totaling **Funds Collected: \$45,334.00**. After making diligent inquiry into the financial affairs of the debtor(s) and the location of the property belonging to the estate, I have determined that there are insufficient assets to administer. All funds have been returned. All bank statements and canceled checks have been submitted to the United States Trustee. The bank statements reflect a final zero balance and no other funds or assets of the estate remain in my custody. Pursuant to Fed R Bank P 5009, I hereby certify that the estate of the above-named debtor(s) has been fully administered. I request that I be discharged from any further duties as trustee. Key information about this case as reported in schedules filed by the debtor(s) or otherwise found in the case record: **This case was pending for 2 months**, **Assets Abandoned: \$ 117465.23**, **Assets Exempt: \$ 62345.87**, **Claims Scheduled: \$ 203478.50**, **Claims Asserted: Not Applicable**, **Claims scheduled to be discharged without payment: \$ 203478.50**. (Mayfair, Julian)

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

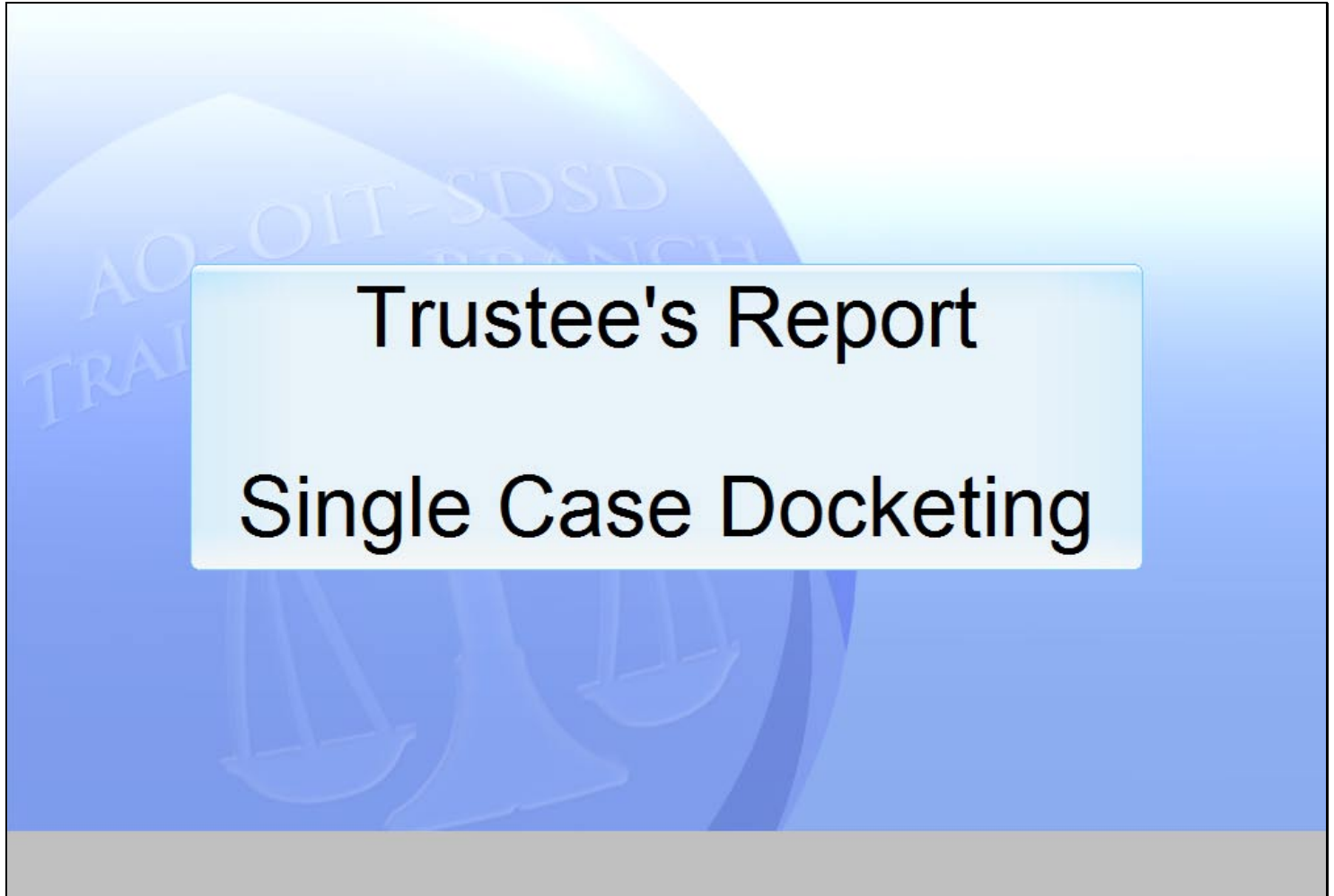
1:08-bk-10130 Notice will be electronically mailed to:

Slide notes

Key information provided in the docket entry report from schedules or calculations include; Funds (Assets) Collected, Months case was pending, Assets Abandoned, Assets Exempt, Claims Scheduled, Claims Asserted (always NA) and Claims scheduled to be discharged without payment. The number of months pending will be calculated from today's date less the file date of the case. If values from the debtor's schedules do not apply to this report, the text report will display "Not Applicable." If the debtor's schedules have not been submitted when the NDR - Minimal Funds is filed, the text report will display "Not Available." Next we will cover single case docketing of the trustee's report. Click the CONTINUE button.

NOTE: to the team - unless you think it is a "bit much", bring in each highlight as that piece of information is mentioned in audio.

Slide 21 - Trustee's Report - Single Case Docketing



Slide notes

In this section we will discuss docketing a Dismiss/Convert No Funds Report of No Distribution to one case.

Slide 22 - Slide 22

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.aocdn/cgi-bin/login.pl?logout

ECF

Bankruptcy Adversary Query Reports Utilities Search Logout

Click on the **Bankruptcy** main menu selection.

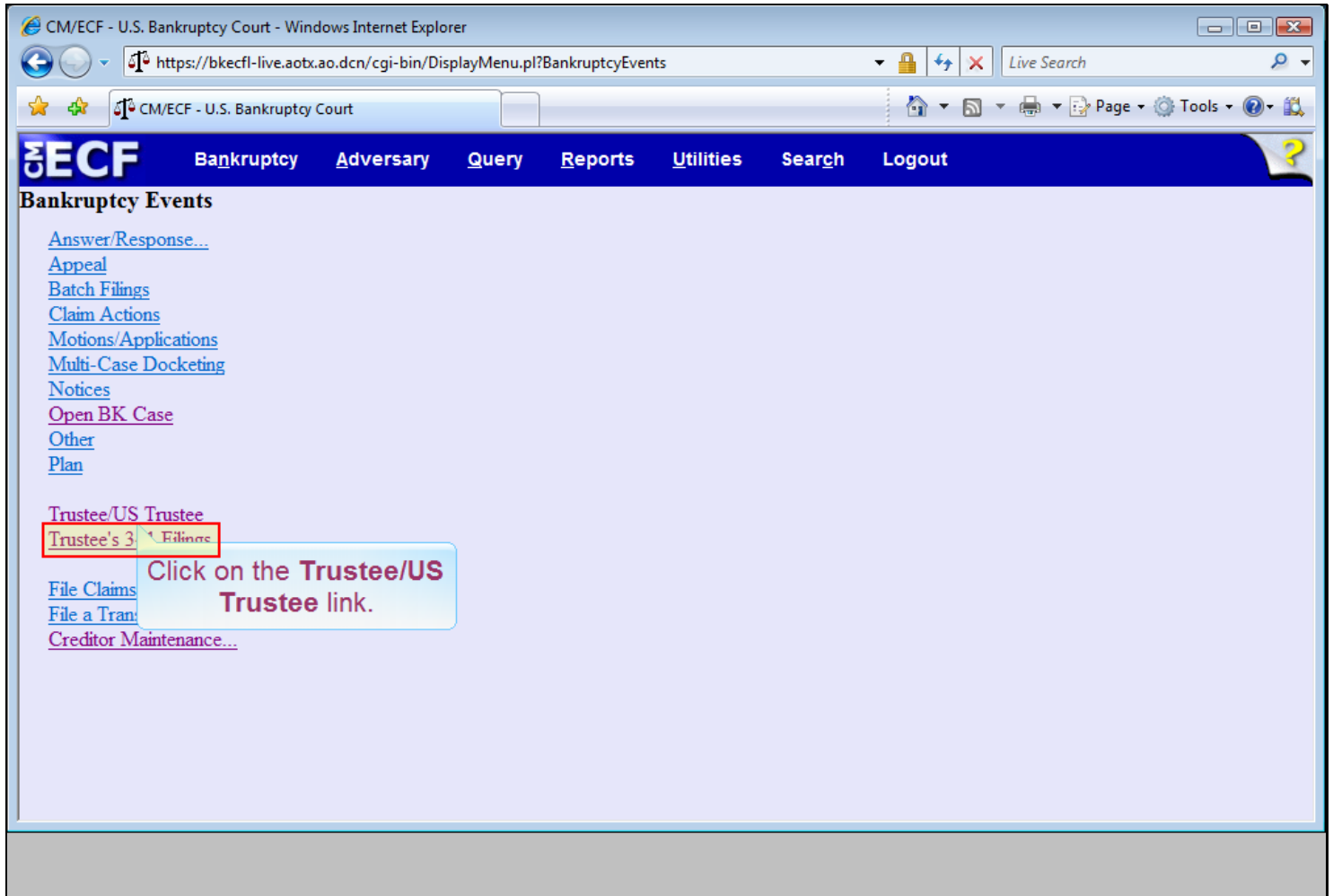
U.S. Bankruptcy Court
Live Database
Official Court Electronic Document Filing System

Release 3.3 RC4 installed 9/2/08

Slide notes

To access the Trustee/US Trustee program, click on the Bankruptcy main menu selection.

Slide 23 - Slide 23



The screenshot shows a Windows Internet Explorer browser window displaying the CM/ECF U.S. Bankruptcy Court website. The address bar shows the URL: <https://bkecf-live.aotx.aocdn/cgi-bin/DisplayMenu.pl?BankruptcyEvents>. The website header includes the ECF logo and navigation links: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. The main content area is titled "Bankruptcy Events" and lists several menu items: Answer/Response..., Appeal, Batch Filings, Claim Actions, Motions/Applications, Multi-Case Docketing, Notices, Open BK Case, Other, Plan, Trustee/US Trustee, Trustee's 341 Filings, File Claims, File a Tran..., and Creditor Maintenance... The "Trustee/US Trustee" link is highlighted with a red rectangular box. A light blue callout box with a white border and a pointer to the link contains the text: "Click on the Trustee/US Trustee link."

Slide notes

In the earlier example we selected Trustee's 341 Filings. This time we will use the Trustee/US Trustee menu. Click on the Trustee/US Trustee link.

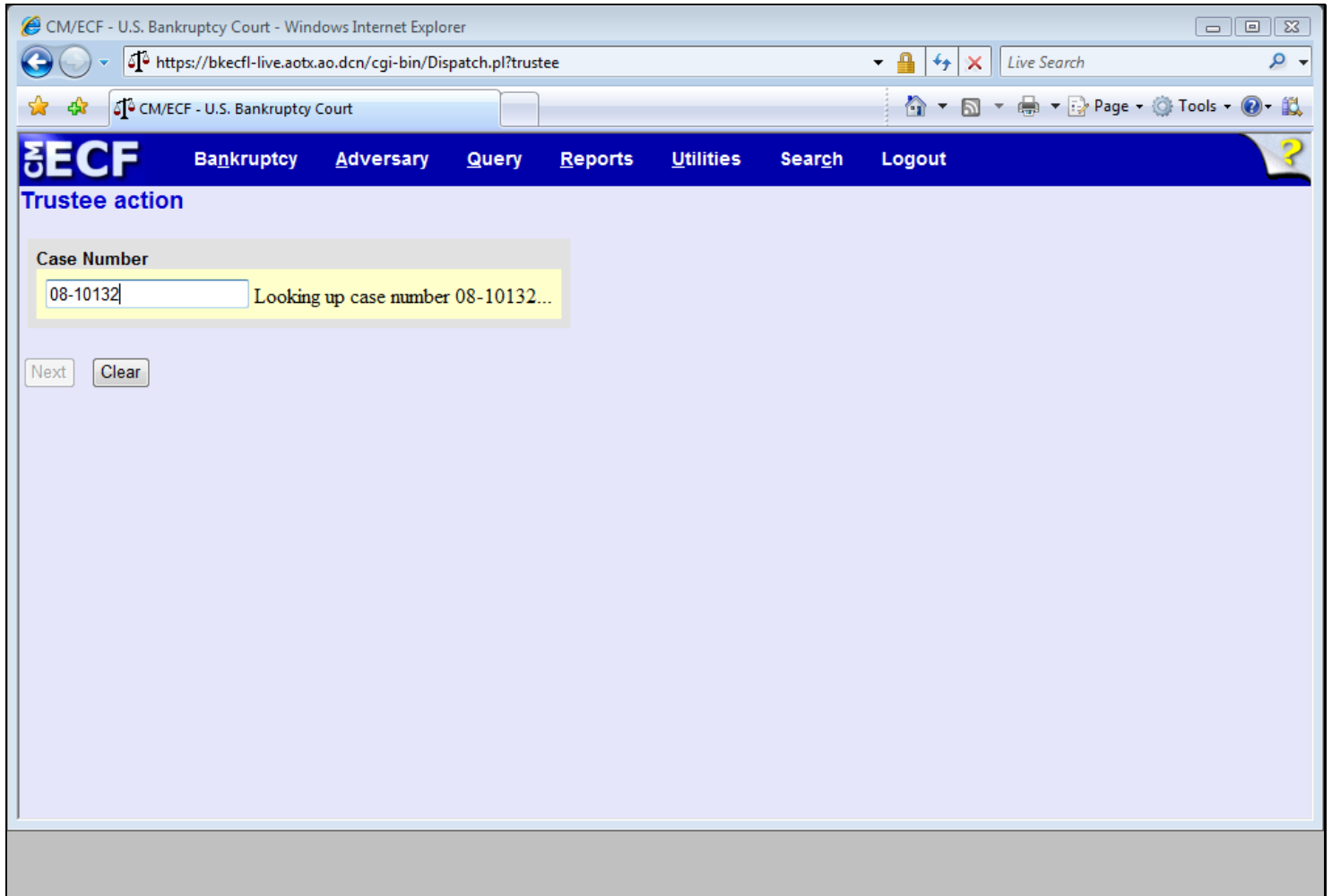
Slide 24 - Slide 24

The screenshot shows a web browser window titled "CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer". The address bar displays "https://bkecf1-live.aotx.ao.dcn/cgi-bin/Dispatch.pl?trustee". The browser's address bar also shows "CM/ECF - U.S. Bankruptcy Court". The website's header features the ECF logo and navigation links: "Bankruptcy", "Adversary", "Query", "Reports", "Utilities", "Search", and "Logout". Below the header, the page is titled "Trustee action". A search form is displayed with a "Case Number" label and an empty text input field. Below the input field are two buttons: "Next" and "Clear". A blue callout box with a white background and a blue border contains the text "Click the Find this Case button." in red. The "Next" button is currently grayed out.

Slide notes

Notice that the Next button remains grayed out until a case number is entered. Also notice that as a case number is entered, a Find This Case button appears. After the case number is entered, click on the Find This Case button.

Slide 25 - Slide 25



Slide notes

This is a transition slide.

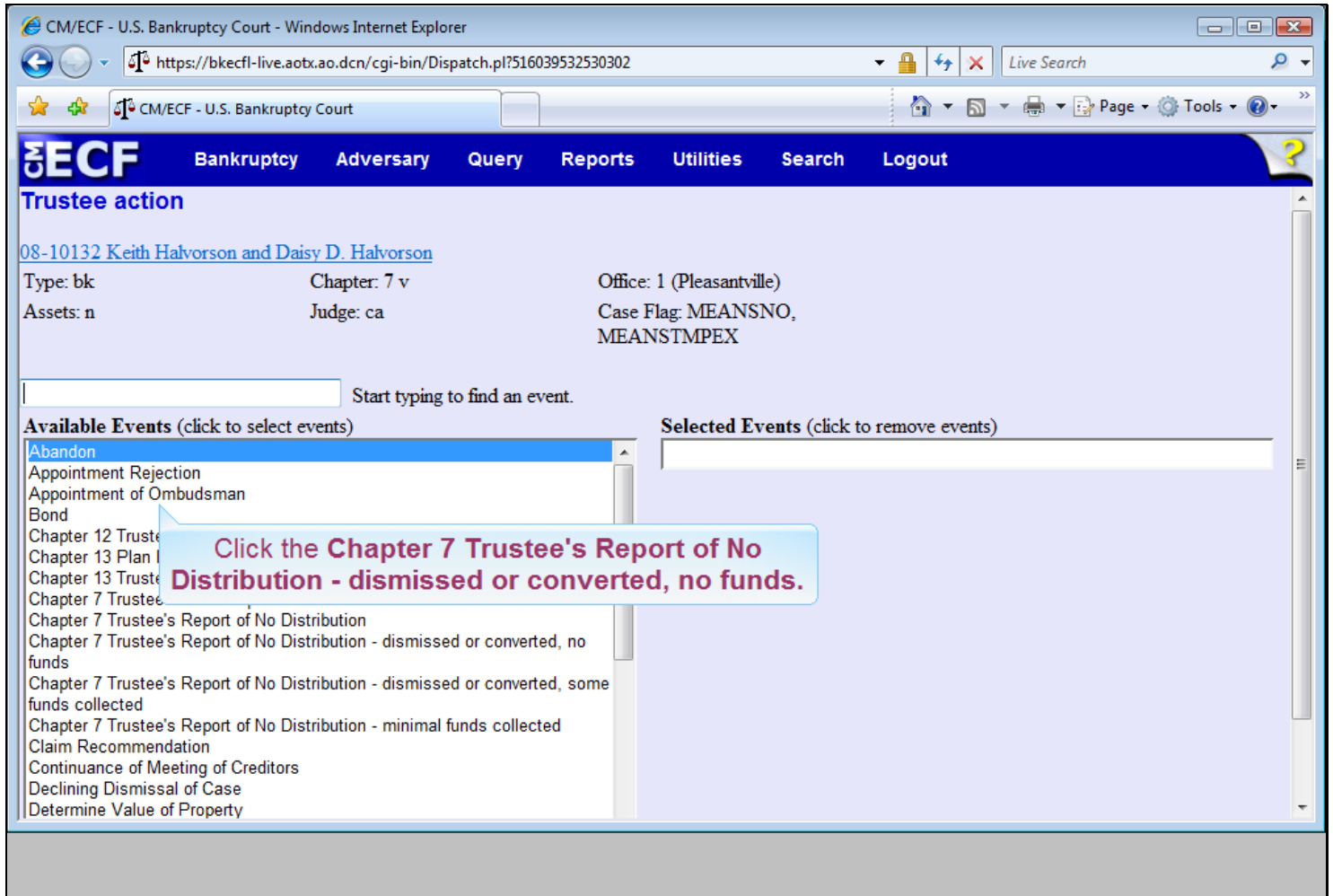
Slide 26 - Slide 26

The screenshot shows a Windows Internet Explorer browser window displaying the ECF (Electronic Case Filing) system. The address bar shows the URL: https://bkecf-live.aotx.aoc.dcn/cgi-bin/Dispatch.pl?trustee. The page title is "CM/ECF - U.S. Bankruptcy Court". The main content area is titled "Trustee action" and contains a form with a "Case Number" label and an input field containing "1:08-bk-10132". Below the input field are two buttons: "Next" and "Clear". A callout box with a blue border and white background points to the "Next" button, containing the text "Click the Next button." The browser's toolbar includes a search box with "Live Search" and various navigation and utility icons.

Slide notes

The case has been located. Click the Next button.

Slide 27 - Slide 27



CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.ao.dcn/cgi-bin/Dispatch.pl?516039532530302

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Trustee action

[08-10132 Keith Halvorson and Daisy D. Halvorson](#)

Type: bk Chapter: 7 v Office: 1 (Pleasantville)
Assets: n Judge: ca Case Flag: MEANSNO, MEANSTMPEX

Start typing to find an event.

Available Events (click to select events)

- Abandon
- Appointment Rejection
- Appointment of Ombudsman
- Bond
- Chapter 12 Trustee
- Chapter 13 Plan
- Chapter 13 Trustee
- Chapter 7 Trustee
- Chapter 7 Trustee's Report of No Distribution
- Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds
- Chapter 7 Trustee's Report of No Distribution - dismissed or converted, some funds collected
- Chapter 7 Trustee's Report of No Distribution - minimal funds collected
- Claim Recommendation
- Continuance of Meeting of Creditors
- Declining Dismissal of Case
- Determine Value of Property

Selected Events (click to remove events)

Click the Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds.

Slide notes

Notice that as we type the search clue Chapter 7, the available events containing these words appear. Click on the event Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds.

Slide 28 - Slide 28

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.aocdn/cgi-bin/Dispatch.pl?516039532530302

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Trustee action

08-10132 [Keith Halvorson and Daisy D. Halvorson](#)

Type: bk Chapter: 7 v Office: 1 (Pleasantville)
Assets: n Judge: ca Case Flag: MEANSNO, MEANSTMPEX

Start typing to find another event. Hold down Ctrl to add additional items.

Available Events (click to select events)

- Chapter 13 Plan Recommendation
- Chapter 13 Trustee's Final Report and Account
- Chapter 7 Trustee's Initial Report
- Chapter 7 Trustee's Report of No Distribution
- Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds
- Chapter 7 Trustee's Report of No Distribution - dismissed or converted, some funds collected
- Chapter 7 Trustee's Report of No Distribution - minimal funds collected
- Claim Recommendation
- Continuance of Meeting of Creditors
- Declining Dismissal of Case
- Determine Value of Property
- Dismiss Case -Trustee
- Dismiss Not Appropriate
- Final Rpt/Acct-Asset
- Notice of Appointment of Creditors' Committee
- Notice of Assets

Selected Events (click to remove events)

- Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds

Click the scroll bar down arrow.

Slide notes

Now that our event is highlighted, click on the scroll bar down arrow to move to the bottom of this page.

Slide 29 - Slide 29

The screenshot shows a Windows Internet Explorer browser window displaying a bankruptcy court case page. The address bar shows the URL: https://bkecf-live.aotx.aocdn/cgi-bin/Dispatch.pl?516039532530302. The page title is "CM/ECF - U.S. Bankruptcy Court". The main content area displays case information: Type: bk, Chapter: 7 v, Office: 1 (Pleasantville), Assets: n, Judge: ca, Case Flag: MEANSNO, MEANSTMPEX. Below this is a search bar with the text "Start typing to find another event. Hold down Ctrl to add additional items." There are two columns of event selection options: "Available Events (click to select events)" and "Selected Events (click to remove events)". The "Available Events" list includes: Chapter 13 Plan Recommendation, Chapter 13 Trustee's Final Report and Account, Chapter 7 Trustee's Initial Report, Chapter 7 Trustee's Report of No Distribution, Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds (highlighted), Chapter 7 Trustee's Report of No Distribution - dismissed or converted, some funds collected, Chapter 7 Trustee's Report of No Distribution - minimal funds collected, Claim Recommendation, Continuance of Meeting of Creditors, Declining Dismissal of Case, Determine Value of Property, Dismiss Case -Trustee, Dismiss Not Appropriate, Fir, No, No, Ob, chon to Commission of Plan. The "Selected Events" list includes: Chapter 7 Trustee's Report of No Distribution - dismissed or converted, no funds. At the bottom left, there are "Next" and "Clear" buttons. A blue callout box with the text "Click the Next button." points to the "Next" button.

Slide notes

To continue, click the Next button.

Slide 30 - Slide 30

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.ao.dcn/cgi-bin/Dispatch.pl?100596671285877

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Trustee action:

[08-10132 Keith Halvorson and Daisy D. Halvorson](#)

Type: bk Chapter: 7 v Office: 1 (Pleasantville)
Assets: n Judge: ca Case Flag: MEANSNO, MEANSTMPEX

Select the Party:

Evans, Roberta R. [U.S. Trustee] [Add/Create New Party](#)
Halvorson, Daisy D. [Joint Debtor]
Halvorson, Keith [Debtor]
Mayfair, Julian [Trustee]

Click the **Mayfair, Julian [Trustee]** selection and then click the **Next** button.

Next Clear

Slide notes

Since the trustee Julian Mayfair is filing this event, we will select him from the party list. Click the Mayfair, Julian [Trustee] selection and then click the Next button.

Slide 31 - Slide 31

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.ao.dcn/cgi-bin/Dispatch.pl?100596671285877

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Trustee action:

[08-10132 Keith Halvorson and Daisy D. Halvorson](#)

Type: bk Chapter: 7 v Office: 1 (Pleasantville)
Assets: n Judge: ca Case Flag: MEANSNO, MEANSTMPEX

Select the Party:

- Evans, Roberta R. [U.S. Trustee]
- Halvorson, Daisy D. [Joint Debtor]
- Halvorson, Keith [Debtor]
- Mayfair, Julian [Trustee]

[Add/Create New Party](#)

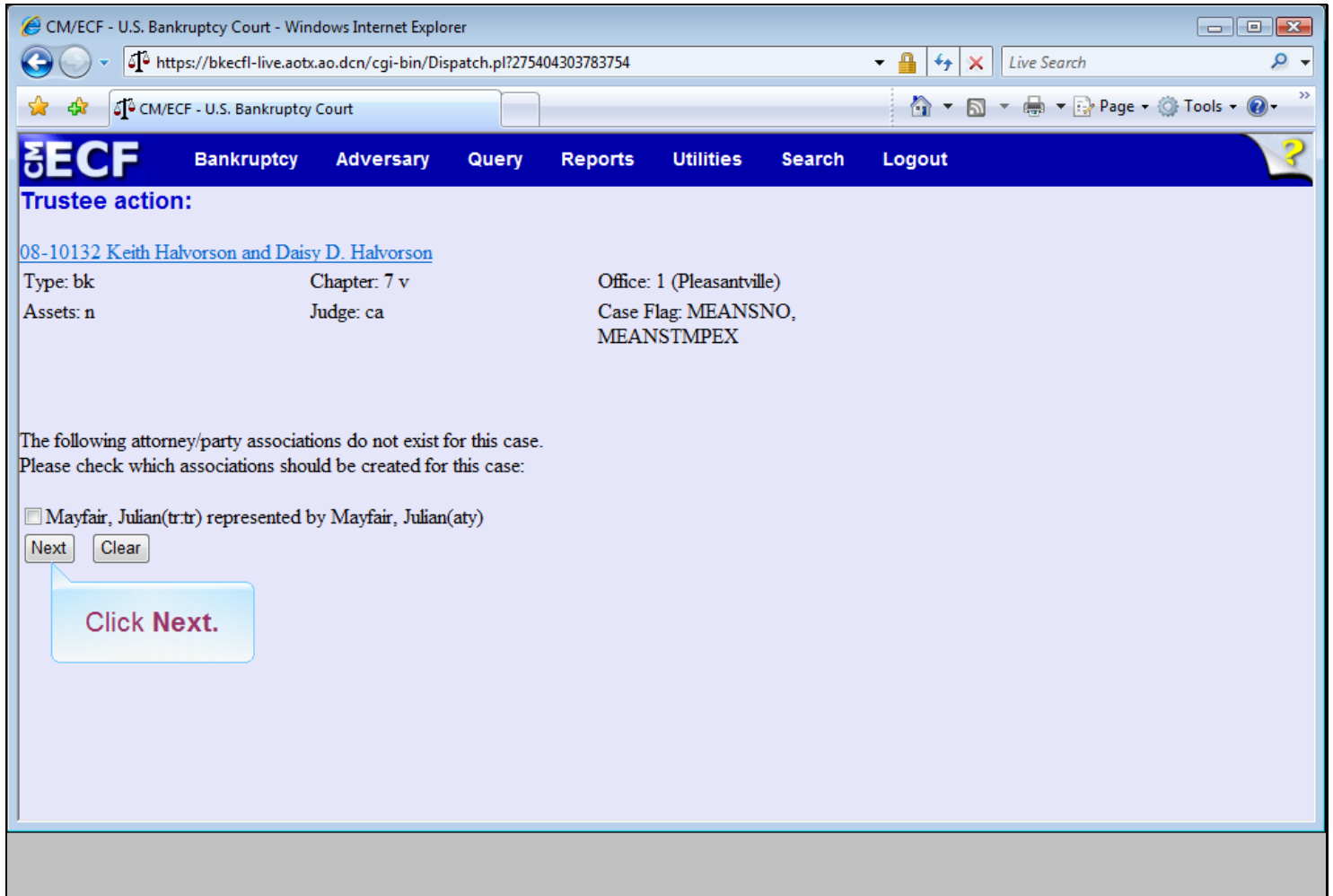
Next Clear

Click Next.

Slide notes

Click the Next button.

Slide 32 - Slide 32



CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer

https://bkecf-live.aotx.ao.dcn/cgi-bin/Dispatch.pl?275404303783754

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Trustee action:

[08-10132 Keith Halvorson and Daisy D. Halvorson](#)

Type: bk	Chapter: 7 v	Office: 1 (Pleasantville)
Assets: n	Judge: ca	Case Flag: MEANSNO, MEANSTMPEX

The following attorney/party associations do not exist for this case.
Please check which associations should be created for this case:

Mayfair, Julian(tr:tr) represented by Mayfair, Julian(aty)

Next Clear

Click Next.

Slide notes

There is no attorney/party association for this event. Click the Next button.

Slide 33 - Slide 33

The screenshot shows a Windows Internet Explorer browser window displaying the CM/ECF - U.S. Bankruptcy Court website. The address bar shows the URL: https://bkecf-live.aotx.aoc.dcn/cgi-bin/Dispatch.pl?697671677678589. The page title is "CM/ECF - U.S. Bankruptcy Court". The navigation menu includes: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. The main content area is titled "Trustee action:" and displays case information for "08-10132 Keith Halvorson and Daisy D. Halvorson". The information is organized into three columns: "Type: bk", "Chapter: 7 v", and "Office: 1 (Pleasantville)"; "Assets: n", "Judge: ca", and "Case Flag: MEANSNO, MEANSTMPEX". At the bottom left of the content area, there are two buttons: "Next" and "Clear". A blue callout box with a white border points to the "Next" button, containing the text "Click Next." in red.

Slide notes

Again, click the Next button.

Slide 34 - Slide 34

CM/ECF - U.S. Bankruptcy Court - Windows Internet Explorer
https://bkecf-live.aotx.ao.dcn/cgi-bin/Dispatch.pl?878944002155483

CM/ECF - U.S. Bankruptcy Court

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

08-10132 Keith Halvorson and Daisy D. Halvorson

Type: bk	Chapter: 7 v	Office: 1 (Pleasantville)
Assets: n	Judge: ca	Case Flag: MEANSNO, MEANSTMPEX

Docket Text: Final Text

Chapter 7 Trustee's Report of No Distribution: I, Julian Mayfair, having been appointed trustee of the estate of the above-named debtor(s), report that this case was dismissed, converted, or reassigned. I have neither received any property nor paid any monies on account of this estate. Pursuant to Fed R Bank P 5009, I hereby certify that the chapter 7 estate of the above-named debtor (s) has been fully administered. I request that I be discharged from any further duties as trustee. Key information about this case as reported in schedules filed by the debtor(s) or otherwise found in the case record: **This case was pending for 3 months.** Assets Abandoned: Not Applicable, Assets Exempt: Not Applicable, Claims Scheduled: Not Applicable, Claims Asserted: Not Applicable, Claims scheduled to be discharged without payment: Not Applicable. Filed by Trustee Julian Mayfair (RE: related document(s)[7] Meeting of Creditors 341). (Mayfair, Julian)

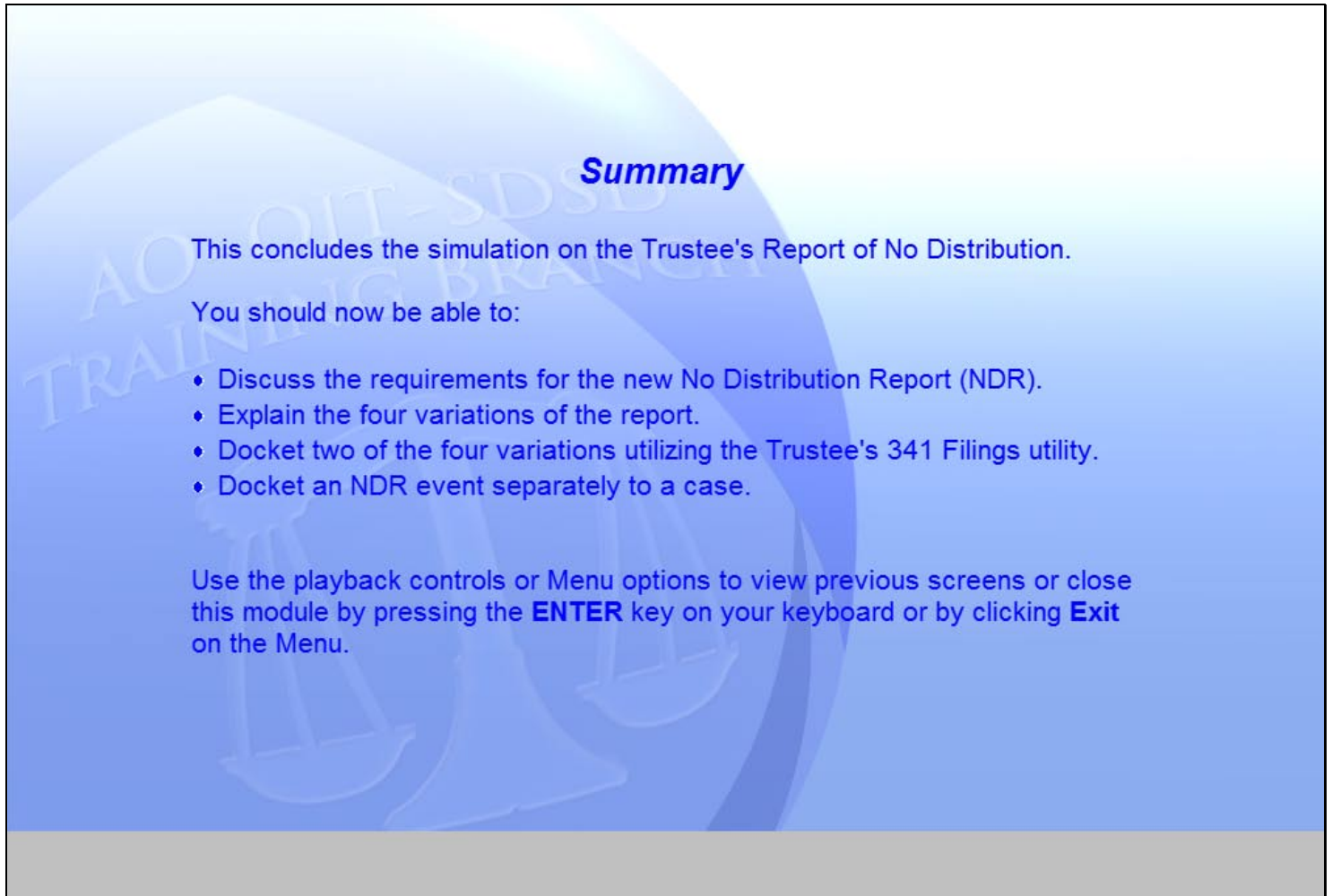
Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.

Next Clear **CONTINUE**

Slide notes

The NDR docket text report produced for this option appears. The number of months pending will be calculated from today's date less the file date of the case. Since this NDR is for a case which was dismissed, converted, or reassigned, all of the dollar amounts will show Not Applicable. Click Continue.

Slide 35 - Summary

The slide features a blue gradient background with a faint watermark of a scale of justice and the text "AO OIT-SDSD TRAINING BRANCH". The word "Summary" is centered in a bold, blue font. Below it, the text "This concludes the simulation on the Trustee's Report of No Distribution." is followed by "You should now be able to:" and a bulleted list of four items. At the bottom, instructions for navigation are provided.

Summary

This concludes the simulation on the Trustee's Report of No Distribution.

You should now be able to:

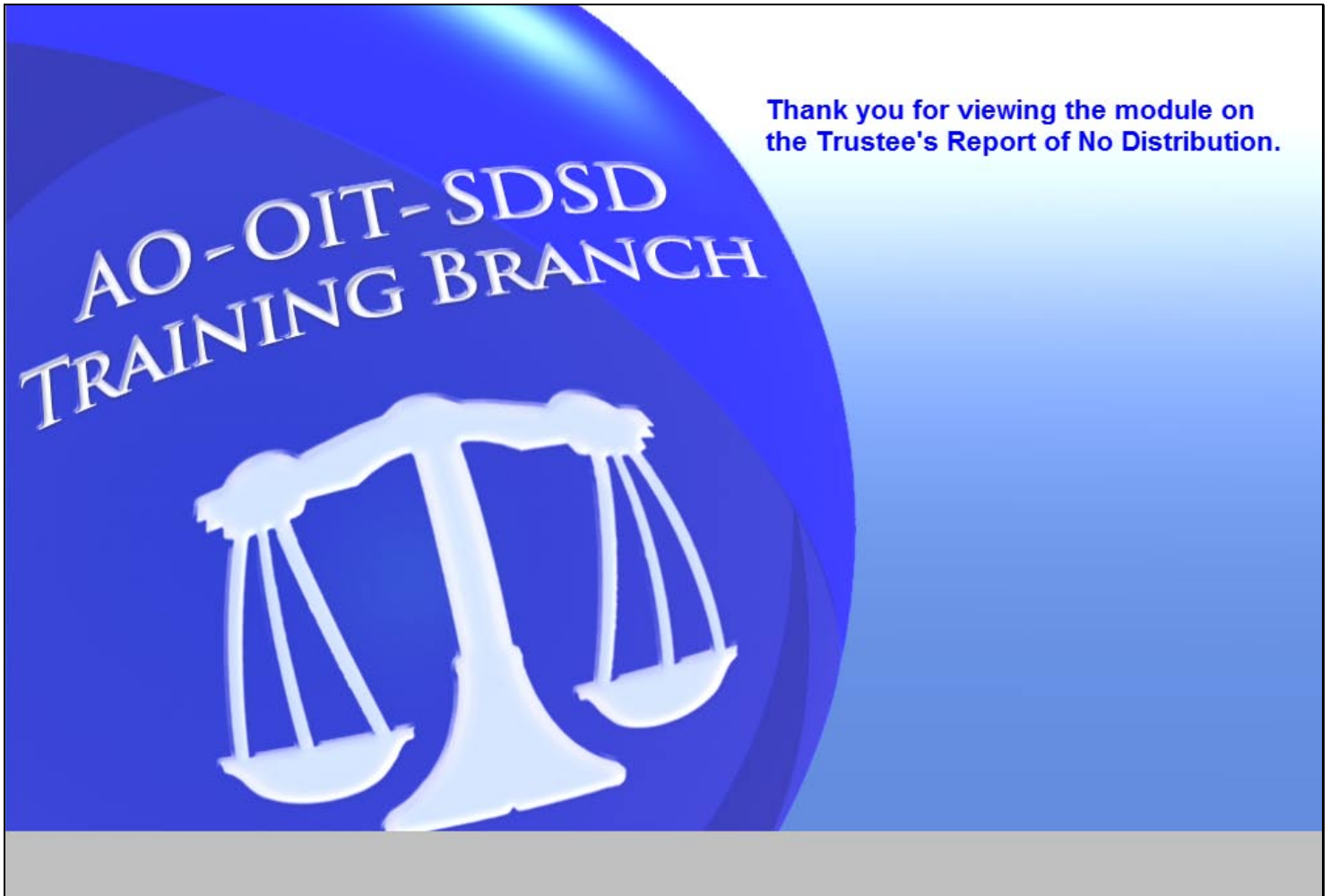
- Discuss the requirements for the new No Distribution Report (NDR).
- Explain the four variations of the report.
- Docket two of the four variations utilizing the Trustee's 341 Filings utility.
- Docket an NDR event separately to a case.

Use the playback controls or Menu options to view previous screens or close this module by pressing the **ENTER** key on your keyboard or by clicking **Exit** on the Menu.

Slide notes

Please take a moment to read this Summary slide. You may use the playback controls or Menu options to view previous screens. To close this module, press the Enter key, or click Exit on the Menu.

Slide 36 - Exit



Slide notes

Thank you for viewing the module on the Trustee's Report of No Distribution.