

Civil Matters in Federal Court

- E-filing
 - Required in our court, no exceptions except for *pro se* litigants
 - Must be admitted to practice before N.D.Ala. and register for CM/ECF
 - <http://www.alnd.uscourts.gov/CM-ECF/CM-ECF%20Main%20Page.htm>
- Every judge is different, but the magistrate judges try to be uniform
- Know your Rules (civil procedure, criminal procedure, evidence, appellate procedure, local)! Also know General Orders (alnd.uscourts.gov)
- Be sure to redact identifying information, such as Social Security numbers, addresses and dates of birth, from any filing (Rule 5.2, Fed.R.Civ.P.; Administrative Procedures for Filing, Signing and Verifying Pleadings and Documents in the District Court Under the Case Management/Electronic Case Files (CM/ECF) System in Civil Cases)
- Read all court orders carefully and calendar any deadlines
- Assignment to District Judge or Magistrate Judge
 - General Orders
 - 28 U.S.C. § 636; Fed.R.Civ.P. 72 and 73; LR 72.1, 72.2, 72.3, 72.4, 73.2
 - Consent form (AO 85)
- Initial Order
 - Read it carefully
 - Make sure to indicate if any motion is opposed or unopposed
 - Pay close attention to Appendix II (summary judgment) because no separate submission order will be entered when a summary judgment motion is filed and your filing may be stricken if not in compliance or late
- Rule 16 Scheduling Order deadlines

You may not get an extension if you seek one after a deadline has expired, absent a showing of good cause and that deadline could not be met despite diligence
- Motions to Compel
 - Talk with opposing counsel first and certify that in the motion (Fed.R.Civ.P. 37(a)(1))
 - Be mindful of response deadline: if no objections or untimely objections, objections may be deemed waived; if no response to requests for admission, matters are deemed admitted without necessity of motion to deem admitted
 - Privilege log required along with any invocation of privilege (Fed.R.Civ.P. 26(b)(5)(A))
 - If discovery is conducted beyond discovery deadline and a problem arises, judge may not hear the dispute