

**United States District Court
District of New Hampshire**

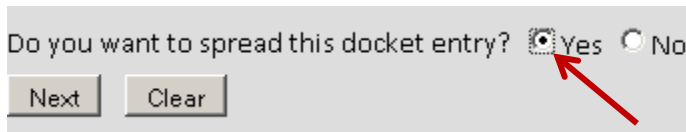
**In Re: Dial Complete Marketing and Sales Practices Litigation
11-md-2263 SM**

Docketing in MDL Case and Spreading to Member Cases

Please be aware that the following instructions are not intended to be a step by step guide as to each and every screen you will encounter while docketing in the District of New Hampshire's CM/ECF system.

This document is merely intended to highlight the functionality that you should pay close attention to when spreading docket entries to member cases associated with this MDL matter.

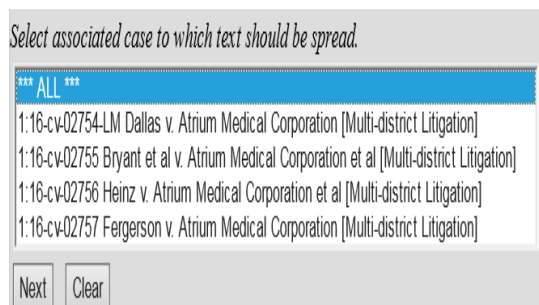
1. Select the appropriate event for the pleading you are filing and enter the MDL case number (16-md-2753).
2. When presented with the question “**Do you want to spread this docket entry?**” select the radio button to the left of **Yes**.



Do you want to spread this docket entry? Yes No

Next Clear

3. On the next screen, select **All** if the document you are filing relates to all member cases. If your filing does not relate to all member cases of this MDL, **ONLY** select those cases to which the document you are filing relates.



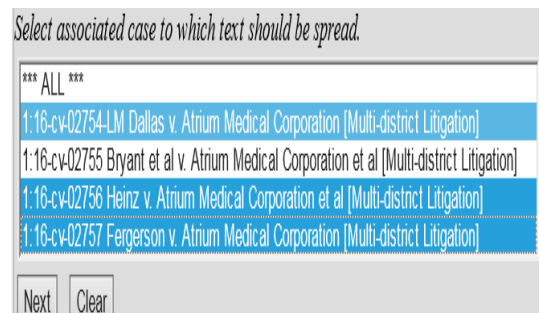
Select associated case to which text should be spread.

*** ALL ***

1:16-cv-02754-LM Dallas v. Atrium Medical Corporation [Multi-district Litigation]
1:16-cv-02755 Bryant et al v. Atrium Medical Corporation et al [Multi-district Litigation]
1:16-cv-02756 Heinz v. Atrium Medical Corporation et al [Multi-district Litigation]
1:16-cv-02757 Fergerson v. Atrium Medical Corporation [Multi-district Litigation]

Next Clear

OR



Select associated case to which text should be spread.

*** ALL ***

1:16-cv-02754-LM Dallas v. Atrium Medical Corporation [Multi-district Litigation]
1:16-cv-02755 Bryant et al v. Atrium Medical Corporation et al [Multi-district Litigation]
1:16-cv-02756 Heinz v. Atrium Medical Corporation et al [Multi-district Litigation]
1:16-cv-02757 Fergerson v. Atrium Medical Corporation [Multi-district Litigation]

Next Clear

Note: To select multiple cases, press the ctrl key on your keyboard and then point and click the mouse on the cases you wish to select.

4. When presented with the question “Do you want to spread effects?” click the radio button to the left of **Yes**.

Do you want to spread effects? Yes No

Next Clear

5. On the screen that asks you to “**Select the Filer/Select the Party**” select the party on behalf of whom you are filing the document in each case.

Note: To select multiple parties, press the ctrl key on your keyboard and then point and click the mouse on the parties you wish to select.

Pick Filer

Collapse All Expand All

- Ann Ackley pla
- All Defendants dft
- All Plaintiffs pla
- Atrium Medical Corporation dft
- Andja Badry pla
- Leonard Bartosiewicz pla
- Marlene Bartosiewicz pla
- Felicia Blackwood pla
- James D. Brown pla
- Kimberly Brown pla

Select the filer.

Select the Party:

- Atrium Medical Corporation 1:16-cv-00358-LM [dft]
- Does 1-20 1:16-cv-00358-LM [dft]
- Atrium Medical Corporation 1:16-cv-00195-LM [dft]
- Nicole Young 1:16-cv-00195-LM [pla]
- Ann Ackley 1:16-md-02753-LM [pla]
- All Defendants 1:16-md-02753-LM [dft]
- All Plaintiffs 1:16-md-02753-LM [pla]
- Atrium Medical Corporation 1:16-md-02753-LM [dft]
- Andja Badry 1:16-md-02753-LM [pla]

Next Clear New Filer

6. If you are filing a document on behalf of many parties, some of whom you do not represent, make certain to **UNCHECK** the box to the left of any party that you do not represent.

Check box to left of any party you represent and the NOTICE box or you will NOT receive e-notices in case.

UNCHECK the box to the left of any party below that you **DO NOT** represent.

1:16-cv-00360-LM Badry v. Atrium Medical Corporation et al

Does 1-20 (pty:dft) represented by Laura Michalski (aty) Lead Notice

1:16-cv-00358-LM Ackley v. Atrium Medical Corporation et al

Does 1-20 (pty:dft) represented by Laura Michalski (aty) Lead Notice

Select all

Next Clear

Regardless of the document you are filing, **UNCHECK** the box to the left of any party that you **DO NOT** represent.

7. On the docket text screen before completing the transaction, make certain the docket text correctly reflects the parties on behalf of whom the document was filed, as well as the cases to which the filing relates. If the docket text is not correct, start the transaction over.

Docket Text: Modify as Appropriate.

MOTION to Continue filed by Velcro USA Inc,
Fred Flintstone. 1:11-md-01000, 1:01-cv-00001-JD Follow up on Objection on 9/19/2011.
(Trimarco, Kristie)

This entry correctly displays the cases and parties related to this filing.

8. Please contact Judge McAuliffe's case manager, Judy Barrett, or the court's CM/ECF Helpdesk for further assistance.

Judy Barrett (603) 225-1587 judy_barrett@nhd.uscourts.gov

CM/ECF Helpdesk (603) 225-1423, Option 7
Toll Free: 855-333-2052, Option 7