

UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF NEW YORK

LAWRENCE K. BAERMAN  
Clerk

JOHN M. DOMURAD  
Chief Deputy

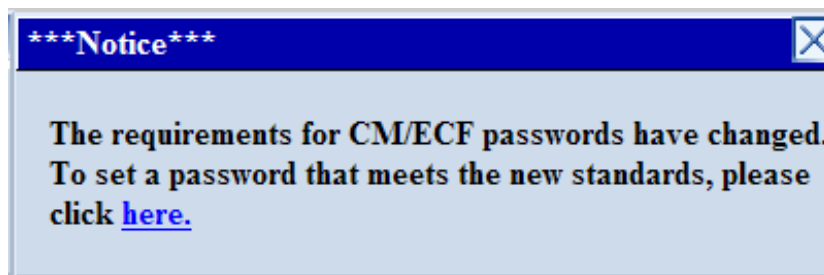
DAN MCALLISTER  
Chief Deputy



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315-234-8505

January 6, 2012

With the upgrade to Version 5.0.3 of CM/ECF, all users will be required to change their passwords to meet the new standards. Please note that new passwords must have a **minimum 8 characters; upper and lower-case letters; and include a digit or special character.** Below are the screens that users will be presented with upon login to ECF.



You can click on the X right corner and reset your password at a later time or choose to reset it now. By clicking to set a new password, you will see the screen below:

More User Information for drm

Login	<input type="text" value="dmcallister"/>	Last login	01-05-2012 15:42
Password	<input type="password" value="*****"/>	Current login	01-06-2012 15:42
	<small>minimum 8; upper- &amp; lower-case letters; include digit or special character</small>	Create date	06/06/2003
Registered	<input type="text" value="Y"/>	Update date	04/23/2008
Internet Credit Card	<input type="text" value="N"/>		
Default Printer			
Additional Printers			
Groups	Administrator, Probation, Sealed Access (default), TJM Test		
<input type="button" value="Submit"/>	<input type="button" value="Clear"/>		

Multiple Login Attempts

After five invalid login attempts, the user's account will be locked for five minutes and the following error message will appear:

**Your account is temporarily disabled because an incorrect password was given 5 times. If you do not know who entered the incorrect passwords, or if you need to have your password changed, please contact the COURT. Otherwise, please try again in approximately 5 minutes.**

Attorneys can contact one of the Northern District of New York's ECF Help Desks for further information or assistance.

**HELP DESK:**  
Syr 315-234-8687  
Alb 518-257-1815  
Bng 607-779-2671  
Utc 315-266-1195

After the initial five minute time out period has expired, the next failed login attempt will increase the timeout period to six minutes in the future. After the new six minute timeout period has expired, the next failed attempt will increase the timeout period to seven minutes in the future, and so on.

Upon logging out of ECF, users will get the message below:

