

Minimum Requirements for CM/ECF Offsite Training

Introduction

In order for the Clerk's office to provide training at locations other than the U.S. Courthouses in Bangor and Portland, the law firm requesting the training must have a minimum of 9 persons to attend the training and a systems person on hand to provide technical assistance in the setup of the training facility. The firm must also meet the equipment requirements listed below

Equipment

The table below lists the hardware and software requirements for CM/ECF hands-on training at locations other than the U.S. Courthouses in Bangor and Portland.

| Item | Minimum Requirement |
|-----------|--|
| Computer | <ul style="list-style-type: none">• PC with Windows 95 or later for each 2 attendees• CD-ROM Drive or network connection |
| Software | <ul style="list-style-type: none">• Web Browser (Netscape 4.5 or higher/ Internet Explorer 5.5 or higher)• Adobe Acrobat Viewer |
| Internet | <ul style="list-style-type: none">• 56 K connection for trainer's laptop and trainees PC's (broadband preferred) |
| Projector | <ul style="list-style-type: none">• LCD Projector & Screen for use with trainer's laptop |
