Technical Information

- The Court recommends that customers set their PDF docs to open in Acrobat Reader or Acrobat, not within their Firefox, IE, Safari or Chrome browsers.
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- It may take several minutes for audio to download after it has been selected from the CM/ECF Docket --The longer the hearing, the bigger the file, the longer it will take to download. Please be patient.
- If you cannot hear audio when played, make sure the audio player is not muted or turned down too low.

Steps to Download and Listen to Audio

- Select the <u>doc #</u> to the left of entries containing a <u>volume icon</u> (see example below)
- - This will launch a PDF doc with boilerplate text and info re: the audio file that is attached: date and time
 of hearing, file name, file size, and run time.
 - In Acrobat, select the paperclip icon on the left-hand pane
 - Double-click the <u>mp3 audio file</u> that appears under <u>Attachments</u> on the left-hand pane
 - Choose the media player you'd like to set as your default player for audio, if prompted (Windows Media Player works well)
 - Listen to and pause audio, as desired.
 - Save audio to a folder for later listening, as desired.

Sample Docket Sheet with Audio File Attachment

Filing Date	#	Docket Text
11/14/2017	€ <u>68</u>	(11/14/2017 at 07:30:03) PDF with attached Audio File. Court Date & Time [10/31/2017 12:09:09 PM]. File Size [24806 KB]. Run Time [01:08:54]. (admin). (Entered: 11/14/2017 at 07:30:03)
11/14/2017	€ <u>67</u>	(11/14/2017 at 07:30:03) PDF with attached Audio File. Court Date & Time [10/31/2017 11:04:57 AM]. File Size [15336 KB]. Run Time [00:42:36]. (admin). (Entered: 11/14/2017 at 07:30:03)
11/14/2017	€ <u>66</u>	(1) PDF with attached Audio File. Court Date & Time [10/31/2017 8:00:41 AM]. File Size [35858 KB]. Run Time [01:39:36]. (admin). (Entered: 11/14/2017 at 07:30:02)

[continue for sample pdf file below]

Sample PDF File with Audio File Attachment

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UNITED STATES BANKRUPTCY COURT

Western DISTRICT OF Washington

PDF FILE WITH AUDIO FILE ATTACHMENT

16-04122

Coplin v. Wells Fargo Bank, N.A. et al

Case Type :	ap
Case Number :	16-04122
Case Title :	Coplin v. Wells Fargo Bank, N.A. et al
Audio Date\Time:	10/31/2017 12:09:09 PM
Audio File Name :	16-04122_20171031-120909.mp3
Audio File Size :	24806 KB
Audio Run Time :	[01:08:54] (hh:mm:ss)

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