## Accessing audio files from PACER

- 1. Login with your PACER account supplied by the PACER Service Center (800) 676-6856.
- 2. Select **Reports** from the blue menu bar.



3. Select the Docket Activity Report.



- 4. Select any desired filters, such as date range or case type.
- 5. From the Category field, select audio
- 6. Click on **Run Report**.

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Docket	Activity						
Case nur	nber						
Judge	Rosenthal, Joel B. Votolato, Arthur N. Yacos, James E.	∧ Office ∨	Providence	Case type	ap Dk V		
Trustee	Bankowski, Carolyn Boyajian, John	∧ Chapter ∨	7 9 V	Filer type	Assistant U.S Attorney	. Trustee	
Categor	y appeal A audio a auditor caseupíd Y	Event Cha	apter 7 Trustee's Day Notice of M	Report of No lissing Docur	o Distribution ments		•
Termina digit(s	2,4-	7 Open c	ases cases				
<ul> <li>Entered between</li> <li>Entered today and not QC'd</li> <li>Sort by Case Number</li> <li>Sort by Case Number</li> </ul>							
Run Re	port Clear						

7. A list of all audio files for the given date range will be displayed. Click on the document number in the second column to access the PDF file that contains the embedded audio.

Docket Act	ivity	Report			
United States Bankruptcy Co	urt	District of Rhod	e Island		
Report Period: 5/	1/2009	9 - 5/20/2009			
Case	Doc Id	Date Entered/Filed	Category/ Event	Judge/ Trustee	Notes
<u>1:04-bk-12597 Robert H. Gormley</u> Office: 1 Type: bk Chapter: 7 Assets: No	34	Entered: 05/15/2009 13:59:02 Filed: 05/15/2009	Category: audio Event:	<i>Judge:</i> Votolato <i>Trustee:</i> Geremia	Subm. by: admin Group: crt

8. The audio files are in MP3 format and embedded as an attachment to a PDF (you will need a program that can play MP3 files if you don't have one installed on your

PC/Notebook). Click the **Attachments** tab or paper clip icon (you will need the latest verion of Adobe Acrobat Reader) to display a link to the MP3 file.



9. The Attachment window will then be shown. **Double Click** on the embedded audio file to open it (you can also click on the embedded audio file and then click **open** or **save**).

Open Fi	le	E			
?	The file "104-bk-12597-May09day14090.51400060006.mp3" may contain programs, macros, or viruses that could potentially harm your computer. Open the file only if you are sure it is safe. Would you like to:				
	• Open this file				
	Always allow opening files of this type				
	○ Never allow opening files of this type				
	OK Cancel	]			
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10. Adobe acrobat will then warn you of the dangers of opening attachments. Since these files are attached by the court directly they will be **virus free**. **Click OK** to open the file and your default audio player will pop-up and begin playing the audio file.