

LexisNexis File & Serve Complimentary Advanced Training
On-Site in Castle Rock, Colorado, December 12th 10am



The law firm of Folkestad Fazekas Barrick & Patoile, P.C. is hosting a complimentary LexisNexis File & Serve Advanced Training class for **File & Serve** users in the Castle Rock area on December 12th at 10am! Registration is required. Space is limited!

Location

Folkestad Fazekas Barrick & Patoile, P.C.
18 South Wilcox Street, Suite 200
Castle Rock, Colorado 80104-1909

Attendees will receive:

2 free CLEs for active attorneys

Training on the following topics: Court-based vs. Case-based E-service, Searches, Alerts, Tracked Items, Batch Document Download, Custom Document Lists, Read Status, Transaction Report

VISIT THE *FILE & SERVE* RESOURCE CENTER TO REGISTER
STEP-BY-STEP INSTRUCTIONS PROVIDED BELOW

LexisNexis *File & Serve* Home Page:

REGISTERING FOR A CLASS ONLINE

1. Log in to the *File & Serve* system and click on the [Resource Center](#) link:

LexisNexis *File & Serve*

LexisNexis File & Serve [Resource Center](#) [File & Serve Preferences](#)
[System Options](#)

Home | **Filing & Service** | **Alerts** | **Search**

[Customize My Home Page...](#)

Current Activity [X] Inbox Sent Items Rejected Items	Monitoring Tools [X] Alerts Receive notifications of new Filing and Service activity that match your search criteria. Tracked Items Tracked items provides an "at-a-glance" view of cases & case groups. Click here to add or edit your tracked items. Calendar View calendar events or schedule new calendar events. Message Board View messages or post new messages. My Attorneys Open an "at-a-glance" view of cases involving attorneys in your firm.	Quick Find [X] Transaction ID <input type="text" value="32662346"/> <input type="button" value="Go"/>
LexisNexis Notices LexisNexis File & Serve Notices		Quick Base [X] Case Name <input type="text" value=""/> Case Number <input type="text" value="2010cv"/> <input type="button" value="Go"/>
		Toolbox [X] Case & Party Management ACH Payments Attorneys/Users in Firm People Search Billing Information View Submitted SOP Orders Requests to Add Party/Attorney Custom Document Lists

2. The Resource Center will open in a new window. Click the [Education & Training](#) link at the top of the page:



Resources for Law Firms

Customer Support: (888) 529-7587

Rules & Procedures

Guide to rules, requirements, instructions and pricing for each e-filing and e-service jurisdiction.

Select a state and court:

Select a state

Select a court

LexisNexis Support Center

Basic instruction on all of the features and functions of LexisNexis File & Serve.

Education & Training

Live classes, pre-recorded sessions and a training Web site for law firm users. For information on training for court users please call Court Customer Support at (866) 293-3957.

Online & onsite training classes:

Select a state

View pre-recorded mini-classes:

Select a class

Training Web site

Practice filing and service activity on

Important Notices

Effective July 1, 2010 the statutory filing fees for new cases in **Maryland** increase by \$30 in Circuit Court and \$3 in District Court. This increase was legislated to provide additional funds to the Maryland Legal Services Corporation.

IN Marion Circuit & Superior Courts: Effective May 17, 2010 all new Mortgage Foreclosure (MF) and Civil Collection (CC) cases may be electronically filed using the LexisNexis® File and Serve system.

Delaware Superior Courts: Effective January 1, 2010 all new Judgment cases filed with the Prothonotary in any county shall be filed electronically using the LexisNexis® File & Serve eFiling system. [Click here](#) to learn more.

[View all notices](#)

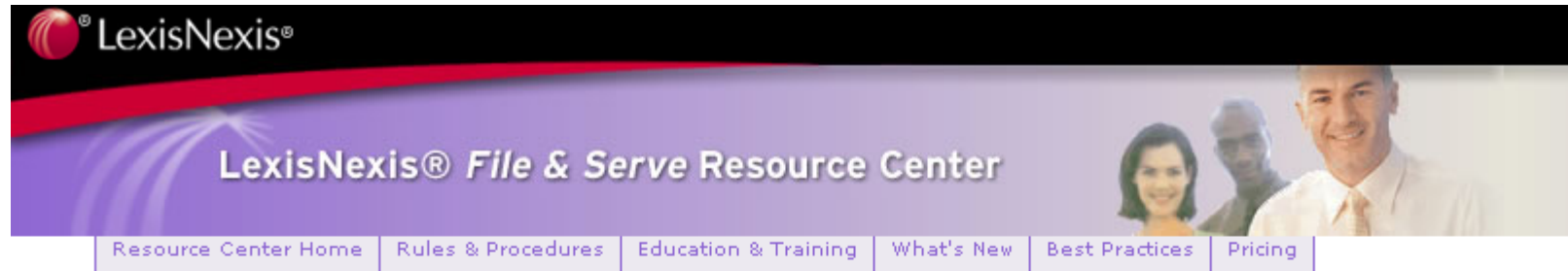
What's New

[Read Status](#)

[Transaction Report](#)

New Courts

3. Choose [Colorado](#) from the drop down menu:



Education & Training

LexisNexis File & Serve offers live classes, pre-recorded sessions and a training Web site for law firm users.

Our **free online training classes and pre-recorded mini-classes** provide instruction on filing and/or serving documents, a demonstration of other product features, and tips on how to maximize LexisNexis File & Serve functionality to improve your case management.

Online & onsite training classes for your state:

Colorado

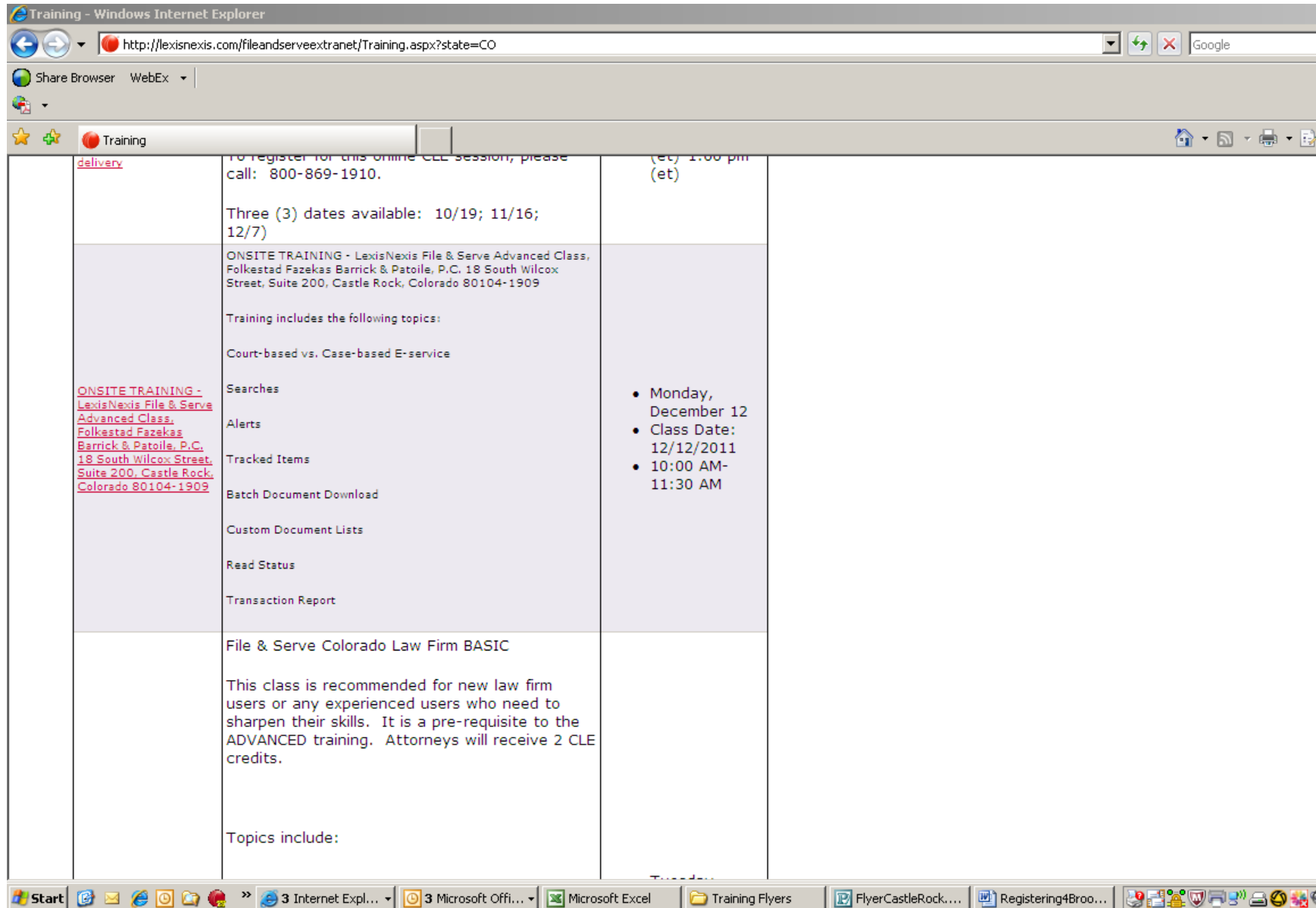
View pre-recorded mini-classes:

Select a class

Training Web site

Our **free online training Web site** replicates the LexisNexis File & Serve system allows you to practice filing and service activity. Just log on to the product and select **Support** and then **Training Web site**.

4. Find the appropriate class and click the link next to it:



The screenshot shows a Windows Internet Explorer browser window with the address bar displaying <http://lexisnexis.com/fileandserveextranet/Training.aspx?state=CO>. The page content is a table with three columns. A red arrow points to a link in the first column of the second row.

delivery	<p>To register for this online CLE session, please call: 800-869-1910.</p> <p>Three (3) dates available: 10/19; 11/16; 12/7)</p>	(et) 1:00 pm (et)
ONSITE TRAINING - LexisNexis File & Serve Advanced Class, Folkestad Fazekas Barrick & Patoile, P.C. 18 South Wilcox Street, Suite 200, Castle Rock, Colorado 80104-1909	<p>ONSITE TRAINING - LexisNexis File & Serve Advanced Class, Folkestad Fazekas Barrick & Patoile, P.C. 18 South Wilcox Street, Suite 200, Castle Rock, Colorado 80104-1909</p> <p>Training includes the following topics:</p> <p>Court-based vs. Case-based E-service</p> <p>Searches</p> <p>Alerts</p> <p>Tracked Items</p> <p>Batch Document Download</p> <p>Custom Document Lists</p> <p>Read Status</p> <p>Transaction Report</p>	<ul style="list-style-type: none">Monday, December 12Class Date: 12/12/201110:00 AM-11:30 AM
	<p>File & Serve Colorado Law Firm BASIC</p> <p>This class is recommended for new law firm users or any experienced users who need to sharpen their skills. It is a pre-requisite to the ADVANCED training. Attorneys will receive 2 CLE credits.</p> <p>Topics include:</p>	

The taskbar at the bottom shows the Start button and several open applications: Internet Explorer, Microsoft Office Word, Microsoft Excel, Training Flyers, FlyerCastleRock..., and Registering4Broo...

5. Complete the registration form and click *Register*. You will receive an email confirmation. You are registered!

Thank you for your interest in File and Serve Training. Please fill out this form to reserve your seat.

* Indicates a required field.

Class Information	
Class Name:	ON-SITE Colorado Springs - BASIC Training (555 Middlecreek Pkwy, Colorado Springs, CO 80921)
Upcoming Class Date:	3/11/2011
Class Time:	10:00 AM - 11:30 AM
Instructor:	Colorado Law Firm Training Specialist

Contact Information	
*Company Name	<input type="text"/>
*Mailing Address	<input type="text"/>
*City	<input type="text"/>
*State	CO <input type="text"/>
*Zip	<input type="text"/>
*First Name	<input type="text"/>
*Last Name	<input type="text"/>
*Phone	<input type="text"/>
*Email	<input type="text"/>
*Number Of Attendees	<input type="text" value="1"/> Seats Available: 39
*Are you attending for	<input type="radio"/> eFile Training <input type="radio"/> eServe Training <input type="radio"/> Both