

Slide 1

Text Captions: Withdraw Document

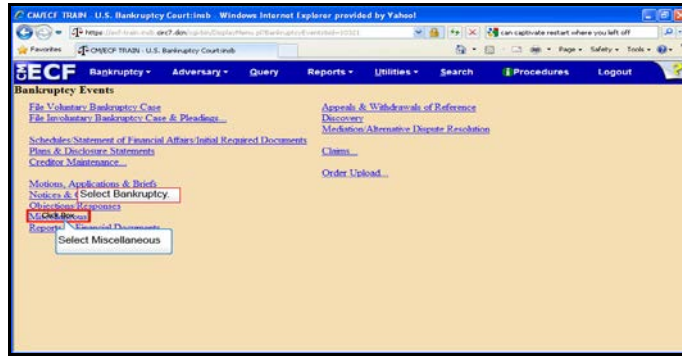
Module 6 of 6



Slide 2

Text Captions: Select Bankruptcy.

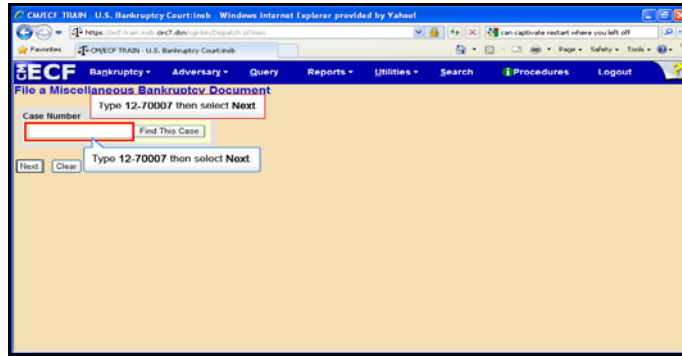
Select Bankruptcy.



Slide 3

Text Captions: Select Miscellaneous

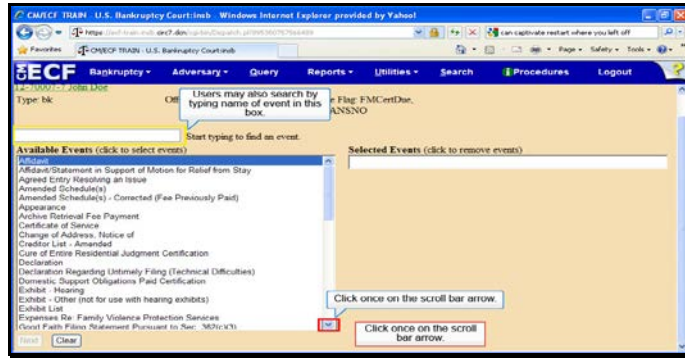
Select Bankruptcy.



Slide 4

Text Captions: Type 12-70007 then select Next.

Type 12-70007 then select Next.

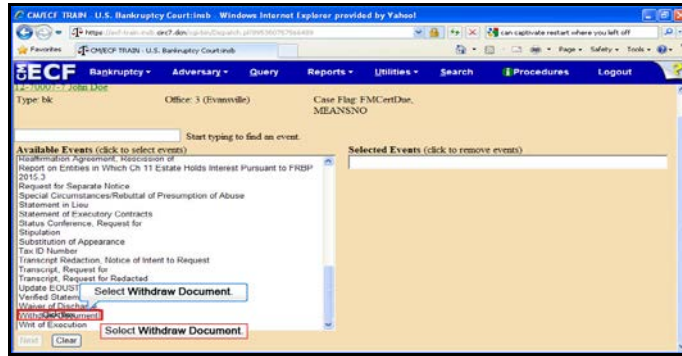


Slide 5

Text Captions: Click once on the scroll bar arrow.

Users may also search by typing name of event in this box.

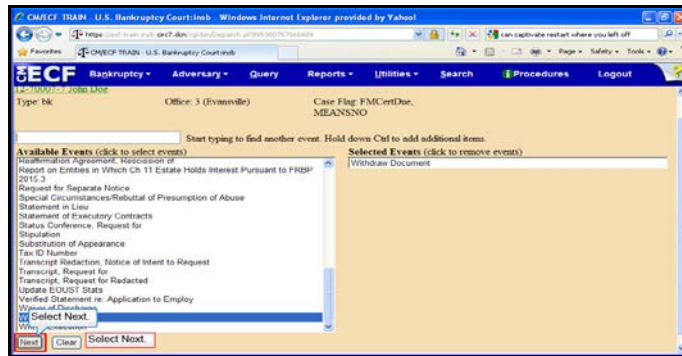
Click once on the scroll bar arrow.



Slide 6

Text Captions: Select Withdraw Document.

Select Withdraw Document.



Slide 7

Text Captions: Select Next.

Select Next.



Slide 8

Text Captions: Select Next.

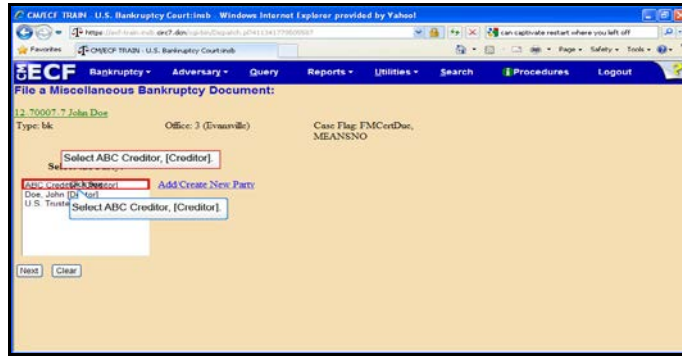
NOTE:

Check this box if jointly filing with another attorney.

After selecting next, you can select additional attorney's...then select next to proceed.

Select Next.

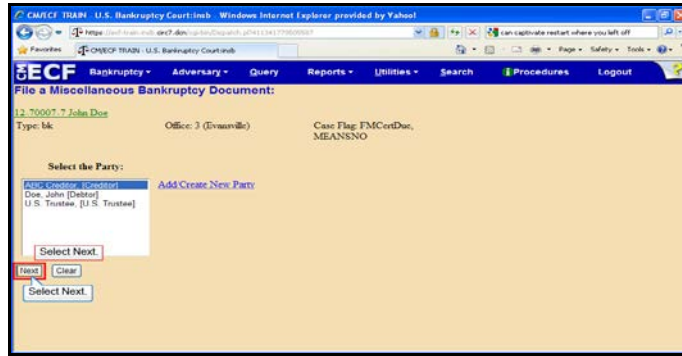




Slide 9

Text Captions: Select ABC Creditor, [Creditor].

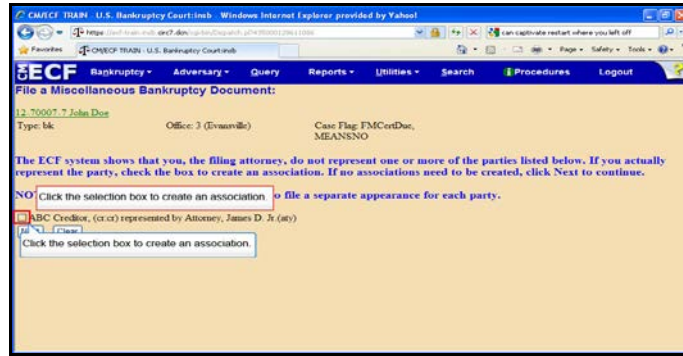
Select ABC Creditor, [Creditor].



Slide 10

Text Captions: Select Next.

Select Next.



Slide 11

Text Captions: Click the selection box to create an association.

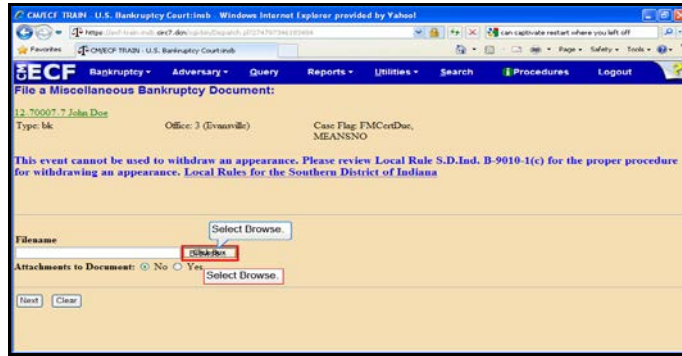
Click the selection box to create an association.



Slide 12

Text Captions: Select Next.

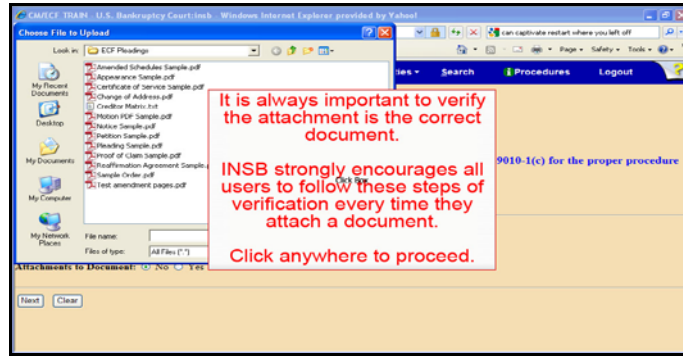
Select Next.



Slide 13

Text Captions: Select Browse.

Select Browse.

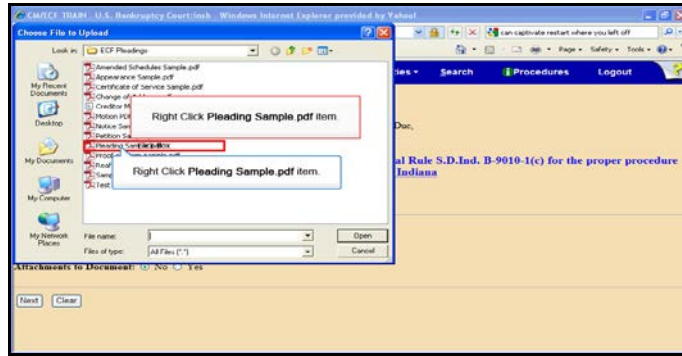


Slide 14

Text Captions: It is always important to verify the attachment is the correct document.

INSB strongly encourages all users to follow these steps of verification every time they attach a document.

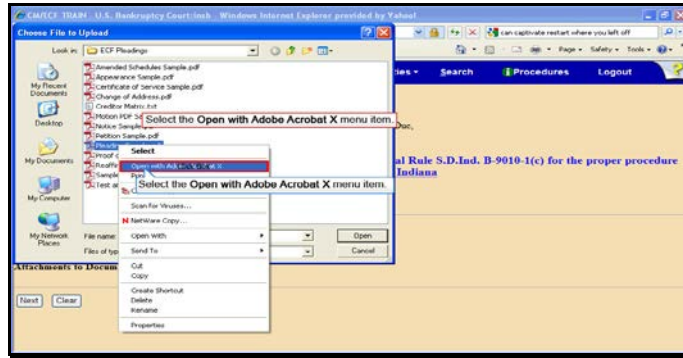
Click anywhere to proceed.



Slide 15

Text Captions: Right Click Pleading Sample.pdf item.

Right Click Pleading Sample.pdf item.

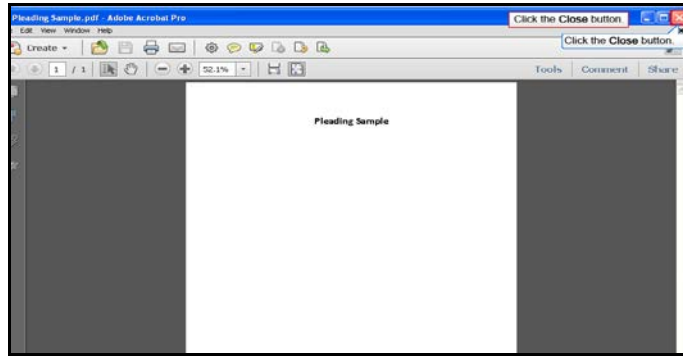


Slide 16

Text Captions: Select the Open with Adobe Acrobat X menu item.

Select the Open with Adobe Acrobat X menu item.

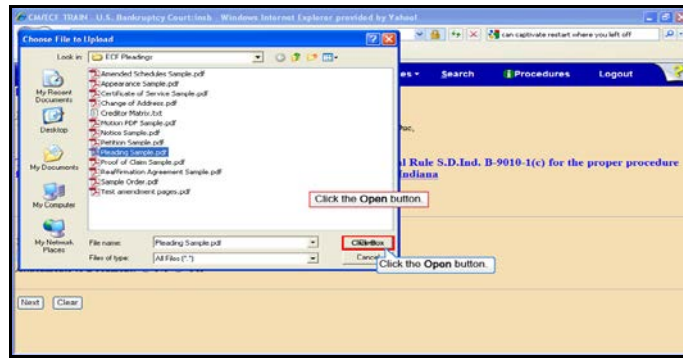




Slide 17

Text Captions: Click the Close button.

Click the Close button.



Slide 18

Text Captions: Click the Open button.

Click the Open button.



Slide 19

Text Captions: Select Next.

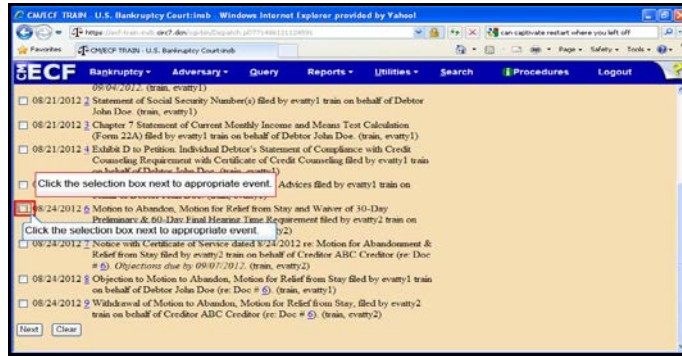
Select Next.



Slide 20

Text Captions: Type the caption text here.

Click the Scroll arrow.



Slide 21

Text Captions: Click the selection box next to appropriate event.

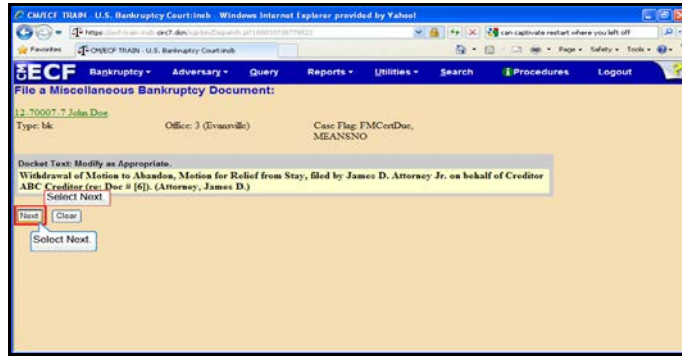
Click the selection box next to appropriate event.



Slide 22

Text Captions: Select Next.

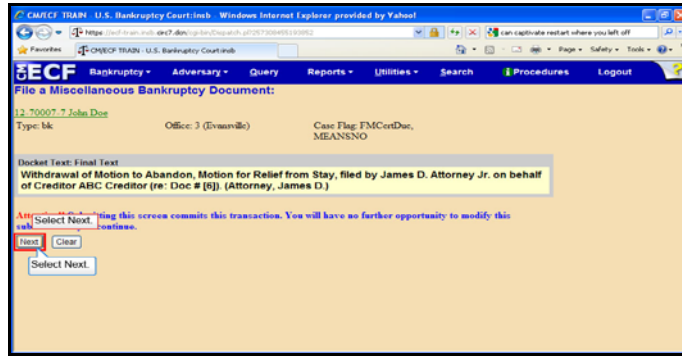
Select Next.



Slide 23

Text Captions: Select Next.

Select Next.

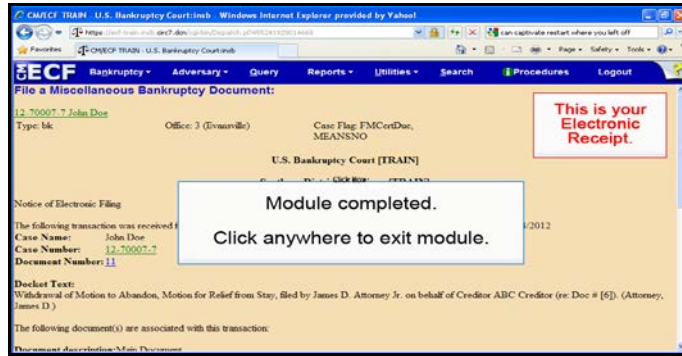


Slide 24

Text Captions: Select Next.

Select Next.





Slide 25

Text Captions: Module completed.

Click anywhere to exit module.

This is your Electronic Receipt.