

NEWS FROM U.S. DISTRICT COURT

November 12, 2021

Sentencing Scheduling and Procedure. Chief Judge Lange has signed a new standing order effective December 1, 2021, that may result in fewer sentencing scheduling orders. Unless otherwise ordered, [Standing Order 21-11](#) establishes deadlines consistent with Rule 32 of the Federal Rules of Criminal Procedure after a guilty plea has been accepted or a guilty verdict is received. The order also identifies CM/ECF events that should be used for particular filings related to the established deadlines.

Ex Parte Writ of Habeas Corpus Ad Testificandum. Last month we told you how to prepare and file ex parte motions for criminal subpoenas. This month we address ex parte applications for a writ of habeas corpus ad testificandum. To file, select the **Ex Parte Application for Writ of Habeas Corpus ad Testificandum** event under **Other Filings ≥ Writ Events**. During filing, you will be prompted to attach a proposed writ. You can find an [Ex Parte Writ of Habeas Corpus Ad Testificandum](#) form on our website.

TIP OF THE MONTH—Computer Shortcut Keys: In today's busy world we all search for ways to make our lives easier. Here are some computer shortcut keys that might help.

- Alt 20** Inserts the paragraph (¶) symbol
- Alt 21** Inserts the section (§) symbol
- Alt 26** Inserts the forward arrow (→) symbol
- Alt 27** Inserts the backward arrow (←) symbol
- Ctrl + H** Opens the find and replace dialog box
- Ctrl + K** Inserts a hyperlink
- Ctrl + W** Closes your current document

Reminder. The Clerk's Office and the U.S. Probation and Pretrial Services Office will be closed on Friday, November 26, 2021, the day after Thanksgiving.