



March 14, 2012

**Notification of System Change
Virgin Islands Supreme Court Electronic Filing System**

Effective March 19, 2012

The Virgin Islands Supreme Court Electronic Filing System (VISCEFS) will be upgraded to version 4.3.1. A primary benefit of this upgrade will allow the Supreme Court to begin storing all electronic documents in the PDF/A 1.4 standard effective March 19, 2012. **As part of the system change, the VISCEFS will be unavailable from Friday, March 16, 2012 beginning at 5:15 p.m. until Monday, March 19, 2012 ending at 8:00 a.m.**

What is PDF/A?

PDF/A is one set of standards among a suite of PDF-based standards managed by the International Organization for Standardization (ISO). It was developed to enable the long-term preservation of electronic documents and provides specifications for the creation, viewing, and printing of PDF documents, with the intent of preserving final documents of record as self-contained documents.

PDF/A differs from PDF by omitting features ill-suited to long-term archiving, such as font linking (as opposed to font embedding). (Similarly, the PDF/A file format is specially adapted to digital printing and graphic arts.)

What is required of E-filers?

Nothing. The VISCEFS will automatically convert all documents submitted through the e-filing system to the PDF/A standard.

What will change?

Documents stored in the PDF/A standard will be about 25% larger than standard PDF format, so they will take a little longer to view by the end-users. Users are reminded to scan documents in black and white and break up large documents into smaller units prior to uploading. Documents uploaded to the VISCEFS prior to this update will remain in a non-PDF/A format. To learn more regarding PDF standards you may visit <http://www.adobe.com/products/acrobat/standards.html> for more information.

If you have any other technical questions or general questions outside of normal business hours regarding the availability or access to the VISCEFS, please email efilehelp@visupremecourt.org.

To receive notices of upcoming calendars of cases to be heard by the Supreme Court of the Virgin Islands and other court announcements, the public may sign up online at the Court's website on the link that says, "SignMeUp."

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