

BRIEF QUALITY CONTROL PROGRAM

BriefQC Introduction: August 2022

The Eighth Circuit Court of Appeals Clerk’s Office has initiated a new Brief Quality Control Program (BriefQC) that will be observed by filers who choose the event “Brief Submitted for Review” in CM/ECF. The purpose of this program is to assist with quality control of briefs submitted to this Court as we aim to reduce the number of deficient briefs. While we feel this service is helpful for filers and the Court, the filer will have the option to proceed with filing regardless of the Brief Quality Control Program Results.

Filers will continue to submit the brief as usual—taking care to select from the drop down the type of brief being submitted before entering the description & then selecting “Browse” to upload the PDF of the brief being submitted.

The screenshot shows a web interface for submitting a brief. At the top, there is a blue header bar with the text "Select from the drop down the type of brief being submitted:". Below this is a dropdown menu with "APPELLANT" selected. A red arrow points to the dropdown arrow. Below the dropdown is another blue header bar with the text "Upload Documents". Underneath, there is a "Description" label and a text input field containing "Appellant's Brief Submitted". Below the input field is a blue "Browse..." button, with a red arrow pointing to it. At the bottom of the form, there are two buttons: "Continue" and "Cancel".

The filer may notice an additional few seconds of delay during the upload. This delay is a result of the BriefQC Program running a review of the document uploaded.

At this point, if the BriefQC Program has found any errors, you will see a new screen titled “Document Check Results.” See the following example:

Document Check Result

Using a locally developed Quality Control (QC) program, we have performed a courtesy check of this brief to identify issues that might require the Clerk's Office to issue a deficiency notice. We encourage you to review the following identified issues and consider correcting any deficiencies before committing the brief submission.

While this QC program accurately identifies deficiencies, it may also mistakenly suggest that a deficiency exists. This most commonly occurs when the program does not find the exact or close match for required contents or sections, or when nearby text or characters confuse the search engine. If you believe that the program incorrectly identified a deficiency, continue with docketing the brief submission.

PLEASE NOTE: As the QC program is not capable of observing all deficiencies, the Clerk's Office will continue to review a submitted brief manually and the Clerk's Office, not the program, will determine if a deficiency notice is necessary.

NOTE: The program that auto-checks Submitted Briefs for deficiencies is limited in some instances based on formatting used (i.e. double columns). If presented with a cover page deficiency, please double check the cover. If you believe it is correct, you may proceed with your submission.

- The case number on the document is incorrect or incomplete. The correct case number is: 22-1898.
- The cover does not contain the name of the originating court, agency, board, or commission. The correct originating court/agency is U.S. District Court for the Eastern District of Missouri - St. Louis.
- REFERENCES TO THE RECORD. See 8th Cir. R. 28A(j). Where appendices and citations to appendices are required, references to the record in civil cases must be made to the Appendix page number(s) AND the district court docket number, and page number of the document (App. ___ R. Doc. ___ at ___). Where appendices and citations to appendices are not required, references to the district court docket number and, if a party wishes, to specific page number(s) within the document (R. Doc. ___) OR (R. Doc. ___ at ___). Invalid references OR abbreviations to references to the record may have been used.

[Print](#) [Done](#)

Please notice the scroll bar to the right side, as well as the “Print” and “Done” buttons. You may need to scroll down to see the full list of results and you might like to print them to have on hand as you make changes to your brief. Next, you will choose “Done.”

Now, you will notice that your document has dropped down, as it usually does once you’ve browsed and uploaded it; however, note there is new column titled “Validation.” (If you missed printing the results earlier, you can choose the “errors” hyperlink now and still do so.)

Document	Description	Size	Validation	Sequence	Remove All
Brief.pdf	Appellant's Brief Submitted	427 KB	Errors		

[Continue](#) [Cancel](#)



If you would like to proceed with submission of the brief regardless of the errors presented by the BriefQC Program, choose “Continue.” However, if you would like to address the errors presented before submitting your brief, choose “Cancel.”

Finally, please note that while the BriefQC program accurately identifies deficiencies, it may also mistakenly suggest that a deficiency exists. This most commonly occurs when the program does not find the exact or close match for required contents or sections, or when nearby text or characters confuse the search engine. If you believe that the program incorrectly identified a deficiency, continue with docketing the brief submission.

Additionally, as the BriefQC program is not capable of observing all deficiencies, the Clerk's Office will continue to review a submitted brief manually and the Clerk's Office, not the program, will determine if a deficiency notice is necessary.

If the BriefQC Program finds no errors, you will not be presented with the screen entitled “Document Check Results” and the “Validation” column will show “Complete” instead of “Errors.”