

## SCHEDULING, STATUS, AND PRETRIAL CONFERENCES IN ADVERSARY PROCEEDINGS

1. Scheduling Conference. The scheduling conference in an adversary proceeding is typically conducted by the Courtroom Deputy, although the presiding judge may elect to conduct it. Counsel and *pro se* parties may appear by telephone. At the scheduling conference, pretrial deadlines will be set that will be reflected in an Order Resulting from Scheduling Conference, a form of which is posted on the web page.

2. Status Conference. The status conference is typically conducted by the Courtroom Deputy, although the presiding judge may elect to conduct it. Counsel and *pro se* parties may appear by telephone. A proposed, completed Pretrial Order, in the form posted on the web page, should be submitted to the Court **before** the scheduled status conference. At the status conference, both the pretrial conference and the trial on the merits typically are scheduled.

3. Pretrial Conference. The judge will preside over the pretrial conference. The Pretrial Order will be entered following the pretrial conference. Trial counsel and unrepresented parties are expected to appear at the pretrial conference in person, although out-of town counsel and unrepresented parties may be allowed to appear by telephone.