

Creating tags when tracking a bill

5 Steps [View most recent version](#) 

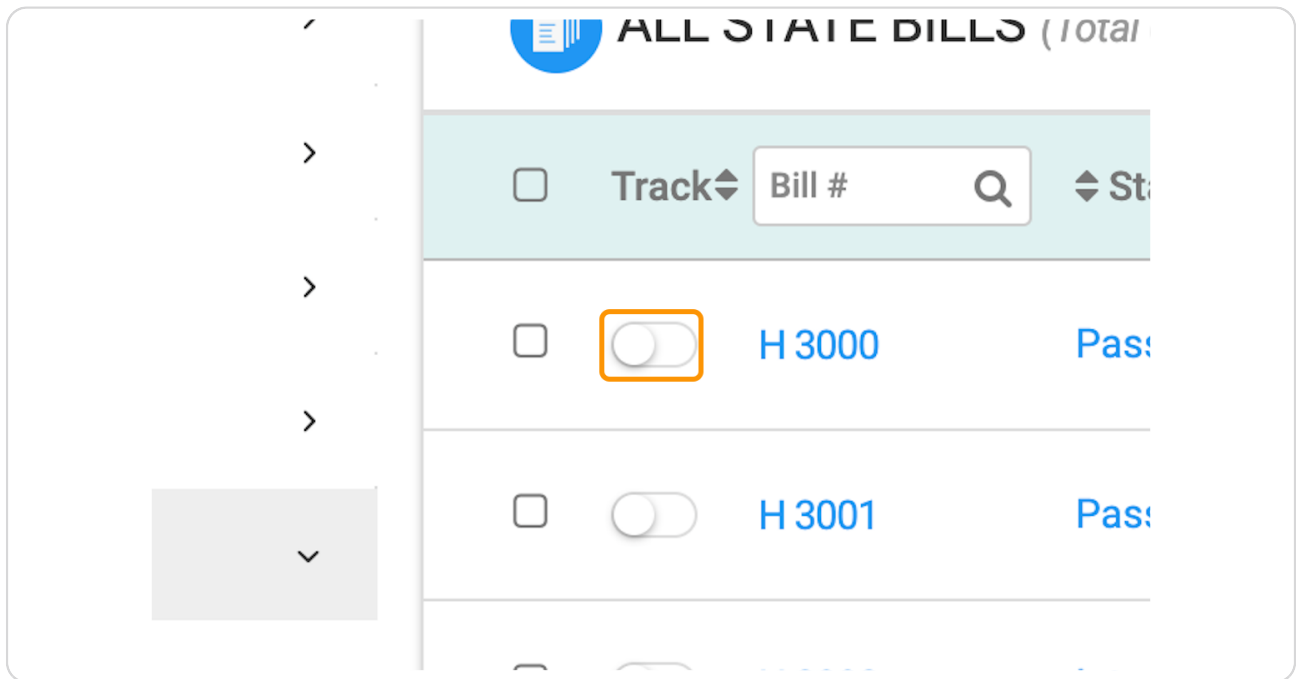
Created by
Engagifii Inc.

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October 13, 2023

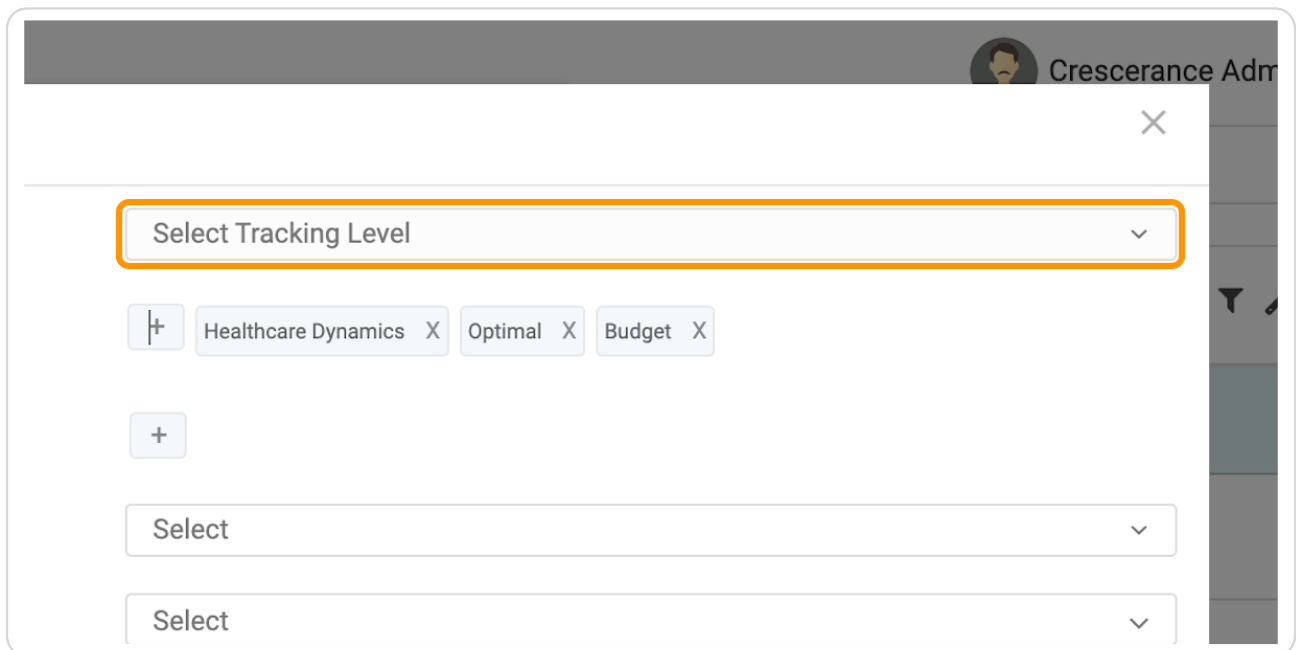
STEP 1

Click to track a bill



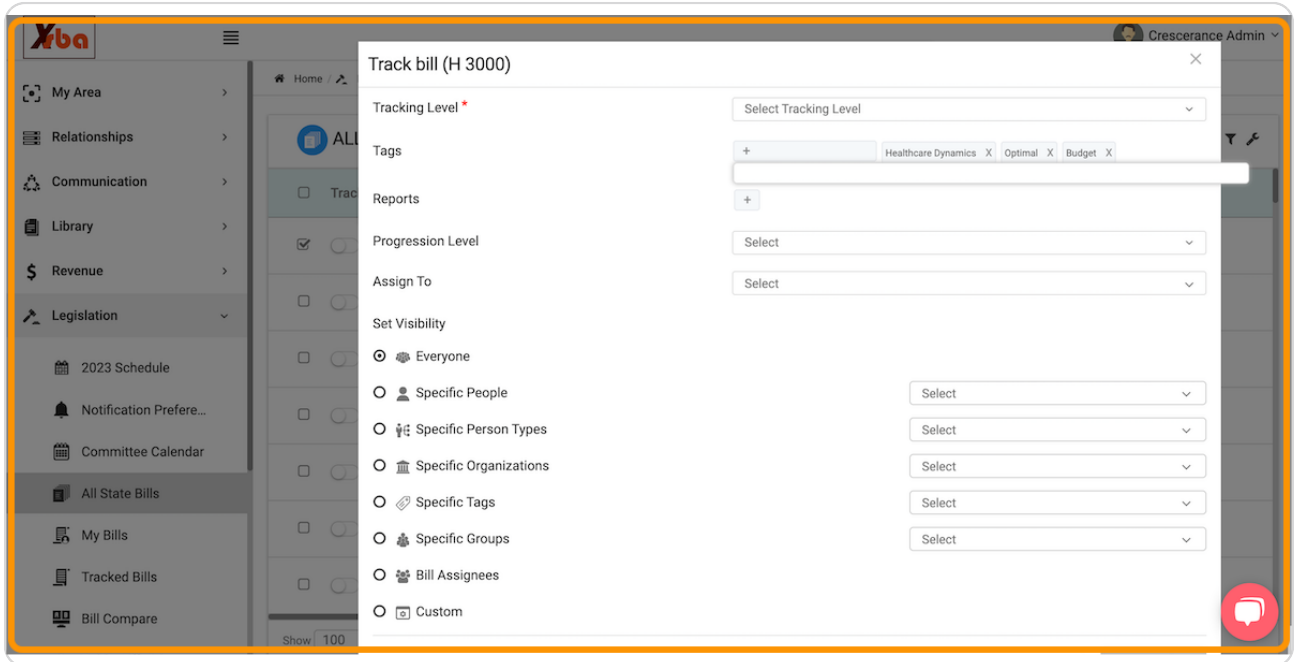
STEP 2

Select a tracking level



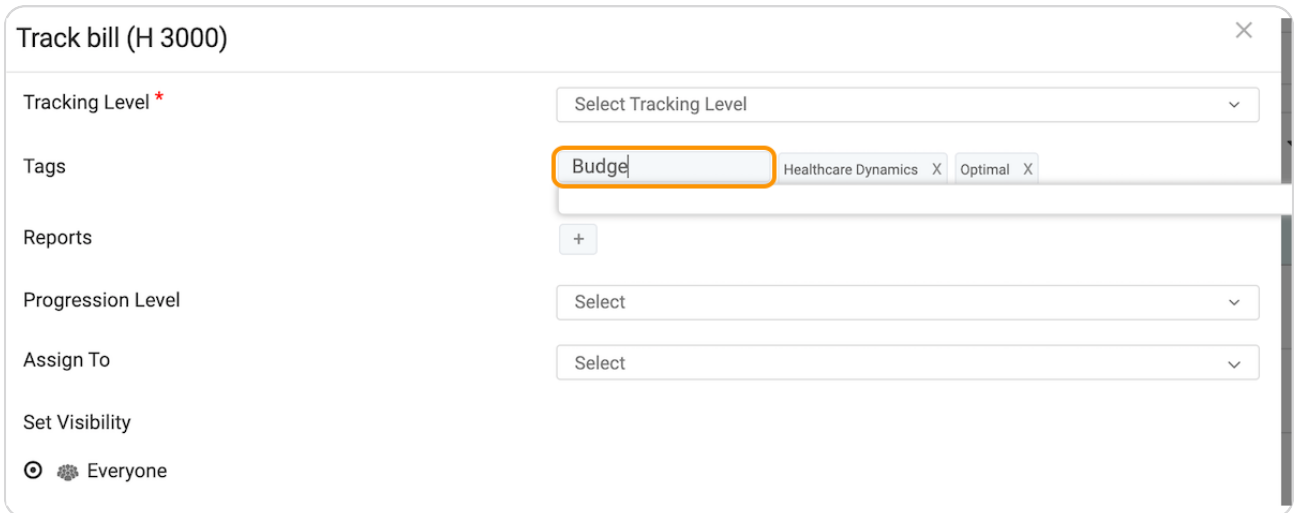
STEP 3

To create a new tag, click on the plus sign on the row associated with Tags



STEP 4

Start typing the keyword or phrase you'd like to associate with the tracked bill(s), and add to your overall list of available tags



STEP 5

Click on 'Start Tracking' to save changes

