Finding and Tracking Bills

9 Steps View most recent version [2]

Created by Creation Date Last Updated

Engagifii Inc. October 9, 2023 October 29, 2023



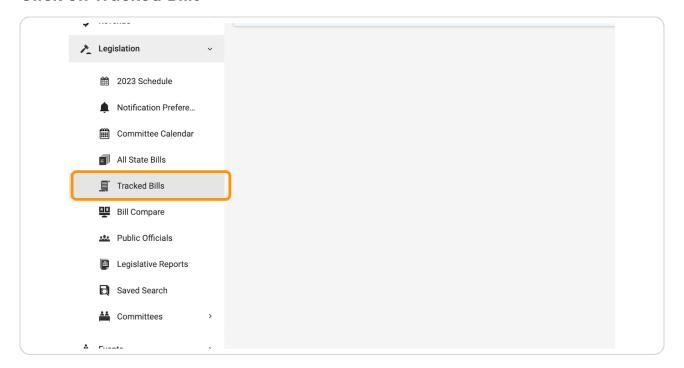
STEP 1

Click on Legislation



STEP 2

Click on Tracked Bills

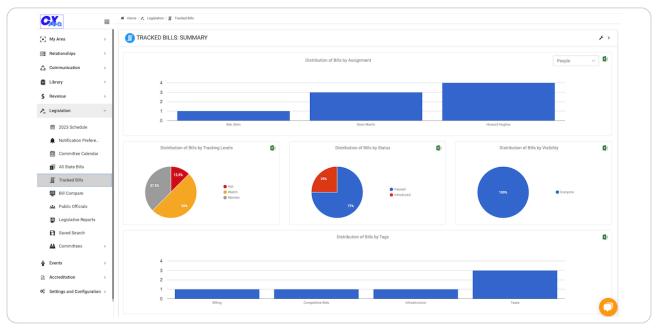




STEP 3

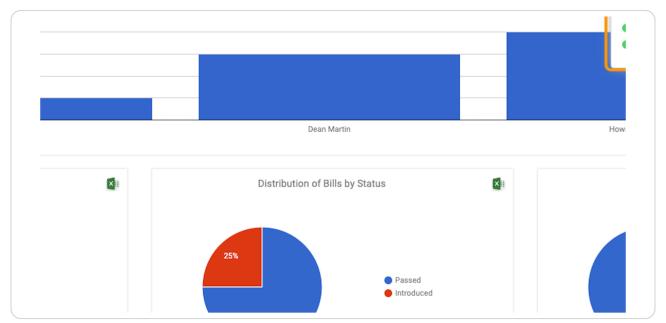
Here you will see your Tracked Bills Summary

You can view who has bills assigned to them and how many. You can click into any field for greater detail.



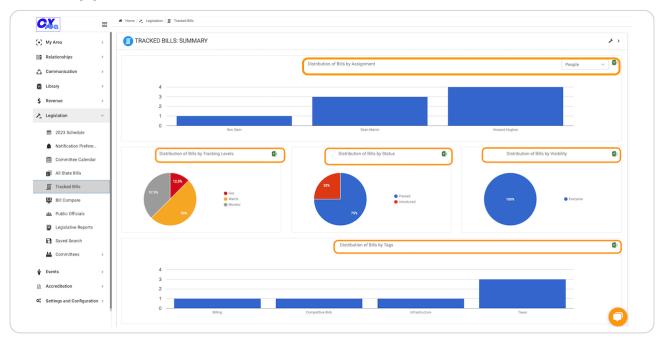
STEP 4

Click on the wrench icon to update what fields are visible

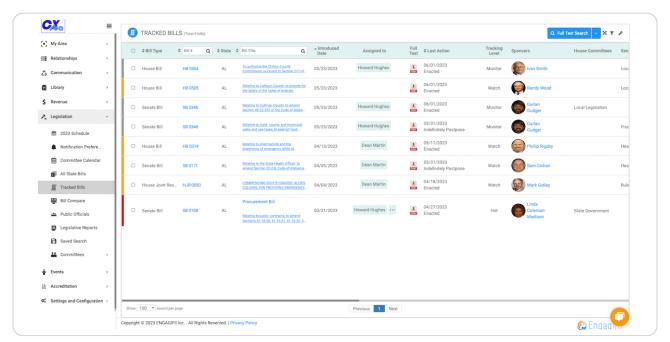


STEP 5

By clicking on the Excel icon, you can download a report based on the summary you choose.



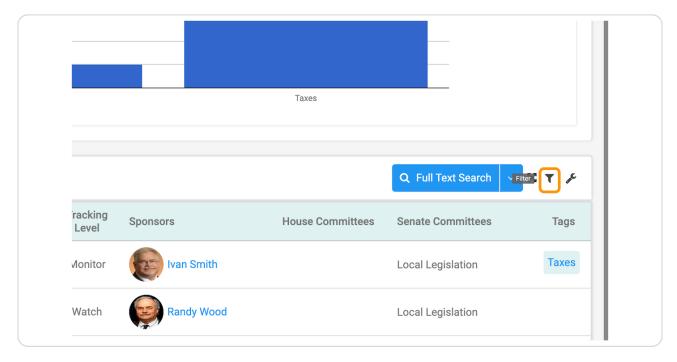
STEP 6 Scroll down to view the Tracked Bill details in a list view



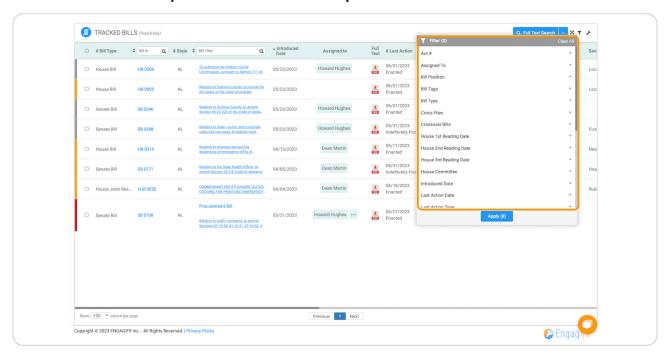


STEP 7

Click on the Filter icon to filter and sort the tracked bills



STEP 8 Scroll and choose your filter and sort options based on the criteria menu



STEP 9

Remember to click on Clear All to view full list of tracked bills

