

How to Untrack Bills

8 Steps [View most recent version](#) 

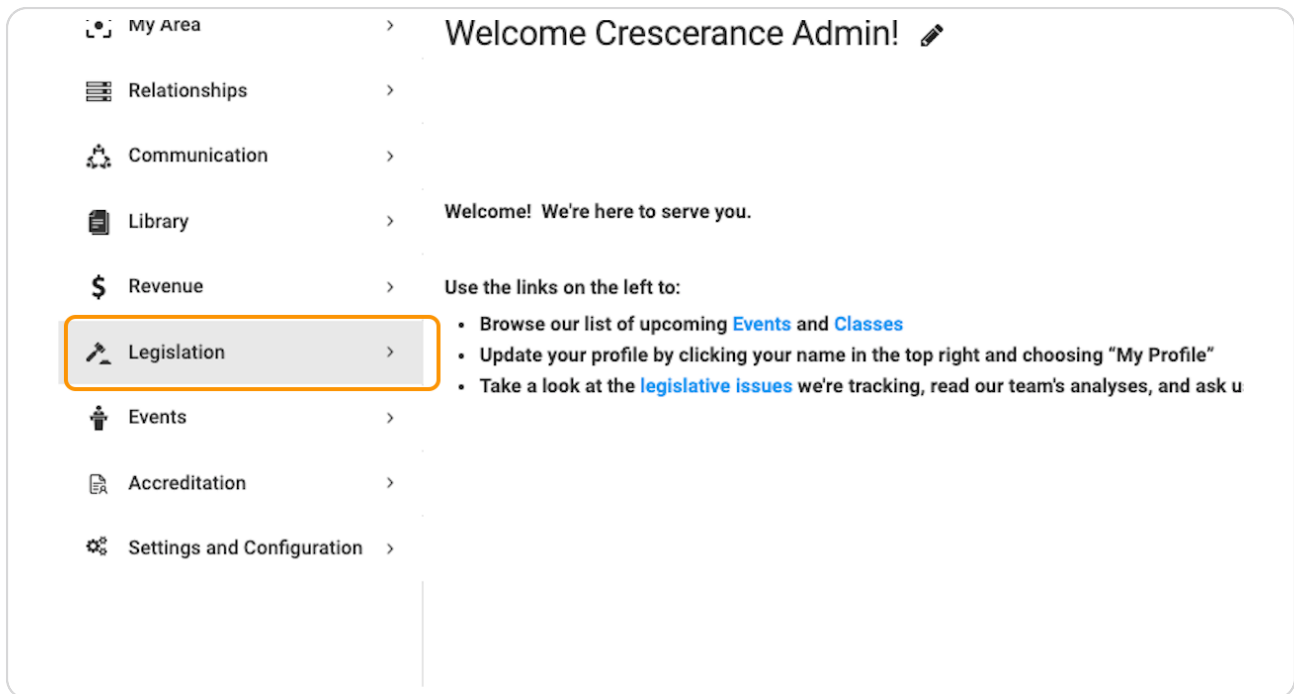
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Engagifii Inc.

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STEP 1

Click on Legislation



The screenshot shows a dashboard navigation menu on the left and a main content area on the right. The menu items are: My Area, Relationships, Communication, Library, Revenue, Legislation (highlighted with an orange box), Events, Accreditation, and Settings and Configuration. The main content area displays a welcome message for 'Crescerance Admin!' and a list of instructions for using the dashboard.

My Area > Welcome Crescerance Admin! ✎

Relationships >

Communication >

Library > Welcome! We're here to serve you.

Revenue > Use the links on the left to:

Legislation >

- Browse our list of upcoming [Events](#) and [Classes](#)
- Update your profile by clicking your name in the top right and choosing "My Profile"
- Take a look at the [legislative issues](#) we're tracking, read our team's analyses, and ask u

Events >

Accreditation >

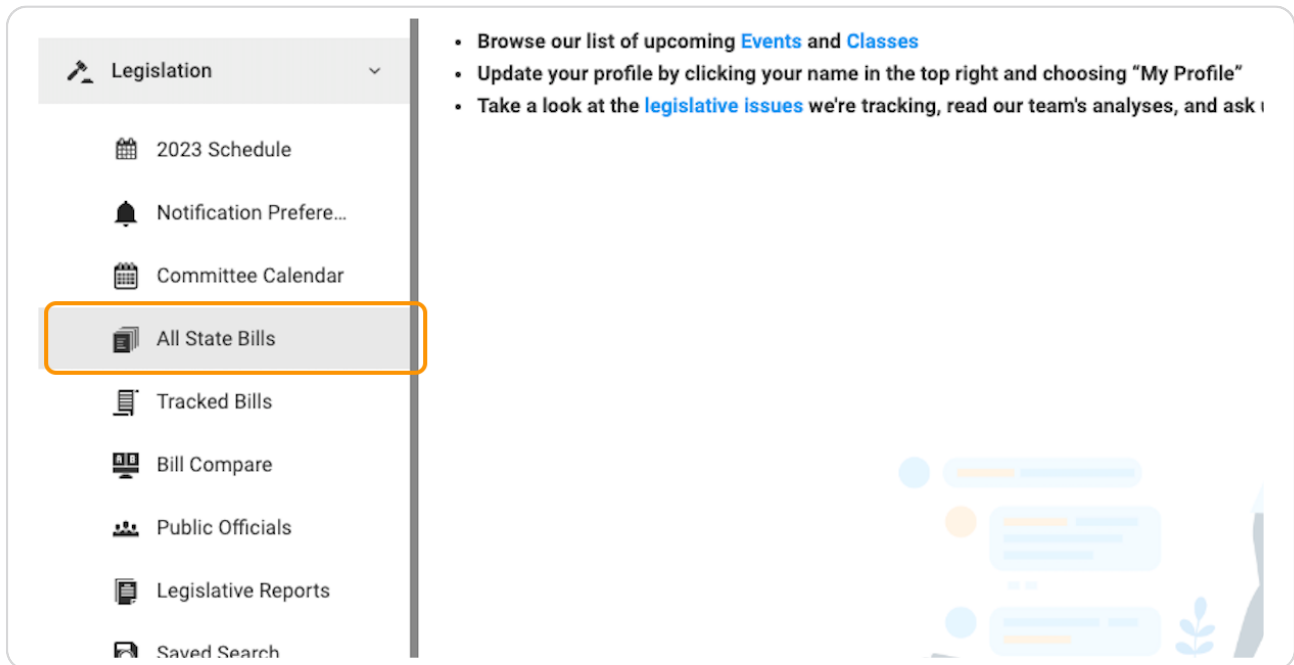
Settings and Configuration >

Legislation - Help Center

7 Steps 

STEP 2

Click on All State Bills

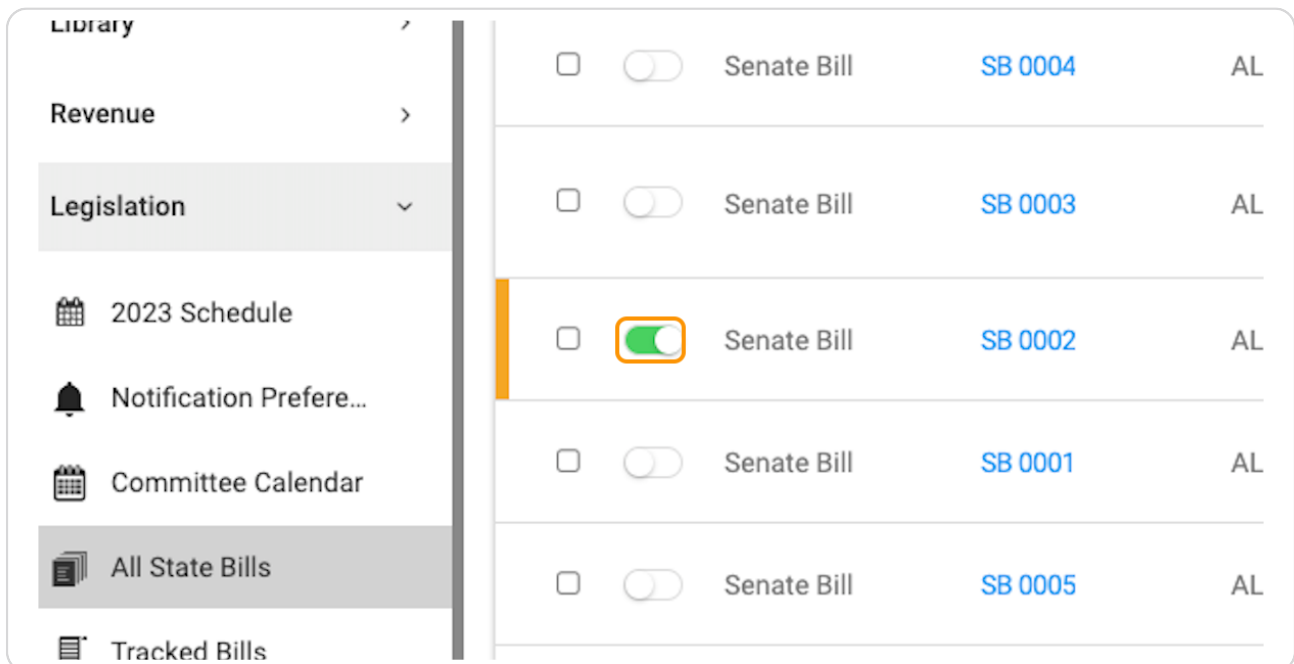


The screenshot shows a navigation menu on the left with the 'Legislation' dropdown expanded. The 'All State Bills' option is highlighted with an orange border. To the right, there are three bullet points providing instructions on how to use the platform.

- Browse our list of upcoming [Events](#) and [Classes](#)
- Update your profile by clicking your name in the top right and choosing "My Profile"
- Take a look at the [legislative issues](#) we're tracking, read our team's analyses, and ask

STEP 3

Click on toggle to Untrack the bill

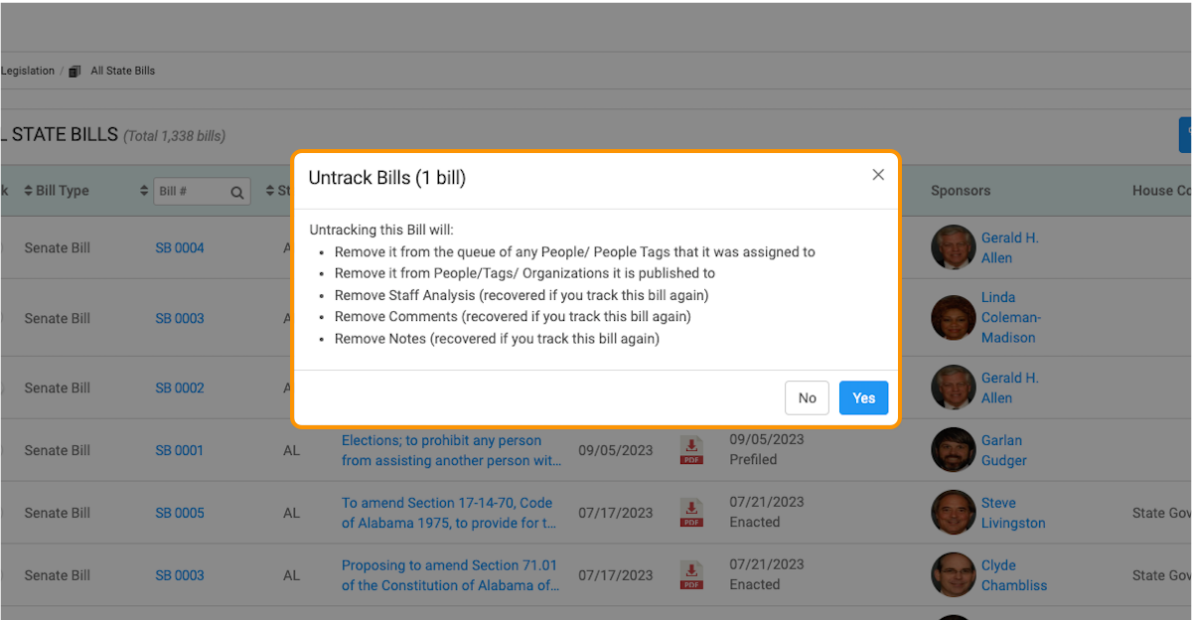


The screenshot shows the 'All State Bills' page. The left navigation menu is visible, with 'Legislation' expanded and 'All State Bills' selected. The main content area displays a list of bills with a toggle switch for each. The toggle for 'Senate Bill SB 0002' is highlighted with an orange border and is currently turned on (green).

Bill Type	Bill Number	State
Senate Bill	SB 0004	AL
Senate Bill	SB 0003	AL
Senate Bill	SB 0002	AL
Senate Bill	SB 0001	AL
Senate Bill	SB 0005	AL

STEP 4

Review the pop-up menu to see implications of removing untracking the bill and click Yes



The screenshot shows a web interface for tracking bills. A pop-up dialog titled "Untrack Bills (1 bill)" is displayed over a list of bills. The dialog lists the following implications of untracking:

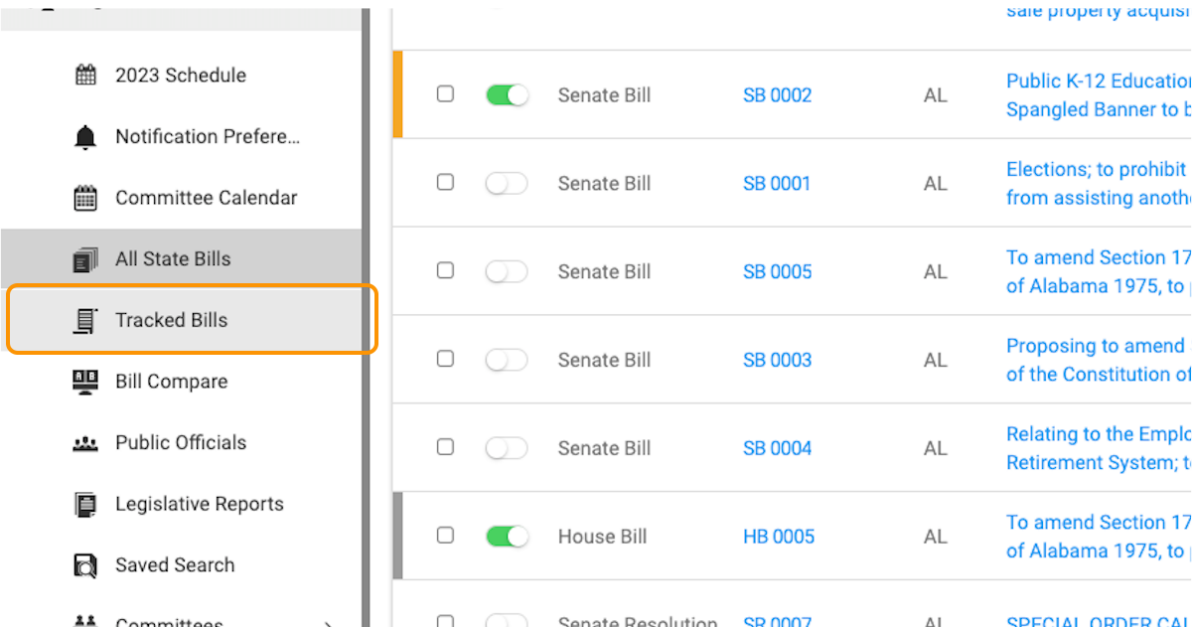
- Remove it from the queue of any People/ People Tags that it was assigned to
- Remove it from People/Tags/ Organizations it is published to
- Remove Staff Analysis (recovered if you track this bill again)
- Remove Comments (recovered if you track this bill again)
- Remove Notes (recovered if you track this bill again)

The dialog has "No" and "Yes" buttons at the bottom right. The background shows a table of bills with columns for Bill Type, Bill #, State, Title, Date, and Sponsors.

Bill Type	Bill #	State	Title	Date	Sponsors
Senate Bill	SB 0004	AL			Gerald H. Allen
Senate Bill	SB 0003	AL			Linda Coleman-Madison
Senate Bill	SB 0002	AL			Gerald H. Allen
Senate Bill	SB 0001	AL	Elections; to prohibit any person from assisting another person wit...	09/05/2023	Garlan Gudger
Senate Bill	SB 0005	AL	To amend Section 17-14-70, Code of Alabama 1975, to provide for t...	07/17/2023	Steve Livingston
Senate Bill	SB 0003	AL	Proposing to amend Section 71.01 of the Constitution of Alabama of...	07/17/2023	Clyde Chambliss

STEP 5

You can also untrack bills by clicking on Tracked Bills



The screenshot shows a web interface with a sidebar menu on the left and a list of bills on the right. The "Tracked Bills" option in the sidebar is highlighted with an orange box. The list of bills includes:

Bill Type	Bill #	State	Title	Toggle
Senate Bill	SB 0002	AL	Public K-12 Education Spangled Banner to b	<input checked="" type="checkbox"/>
Senate Bill	SB 0001	AL	Elections; to prohibit from assisting another	<input type="checkbox"/>
Senate Bill	SB 0005	AL	To amend Section 17 of Alabama 1975, to	<input type="checkbox"/>
Senate Bill	SB 0003	AL	Proposing to amend of the Constitution of	<input type="checkbox"/>
Senate Bill	SB 0004	AL	Relating to the Emplc Retirement System; t	<input type="checkbox"/>
House Bill	HB 0005	AL	To amend Section 17 of Alabama 1975, to	<input checked="" type="checkbox"/>
Senate Resolution	SR 0007	AL	SPECIAL ORDER CAI	<input type="checkbox"/>

STEP 6

Scroll down and check the box of the bill you wish to Untrack

The screenshot shows a sidebar on the left with navigation options: Communication, Library, Revenue, Legislation (selected), 2023 Schedule, Notification Prefer..., Committee Calendar, All State Bills, Tracked Bills (highlighted), Bill Compare, and Public Officials. The main content area is titled 'TRACKED BILLS (Total 12 bills)'. It features a search bar and a table of bills. The first bill, 'Senate Bill SB 0002', is checked. The second bill, 'House Bill HB 0005', is unchecked. The third bill, 'House Bill HB 0504', is unchecked.

<input type="checkbox"/>	Bill Type	Bill #	State	Bill Title	Int Dat
<input checked="" type="checkbox"/>	Senate Bill	SB 0002	AL	Public K-12 Education, Star-Spangled Banner to be broadcast each week durin...	09/0
<input type="checkbox"/>	House Bill	HB 0005	AL	To amend Section 17-14-70, Code of Alabama 1975, to provide for the reapportionment and redistricting of the state's United States Congressional districts for the purpose of electing members at the General Election in 2024 and thereafter, until the release of the next federal census.	07/1
<input type="checkbox"/>	House Bill	HB 0504	AL	To authorize the Chilton County Commission, pursuant to Section 217 of...	05/2

STEP 7

Click on Untrack

The screenshot shows a close-up of the 'Untrack' button, which is highlighted with an orange border. Above the button are two blue bars. Below the button is a table with columns: Last Action, Tracking Level, Sponsors, House Committees, and Sen. The first row shows a date '9/05/2023', the action 'refiled', the tracking level 'Watch', a profile picture of Gerald H. Allen, and the name 'Gerald H. Allen'.

Last Action	Tracking Level	Sponsors	House Committees	Sen
9/05/2023 refiled	Watch	Gerald H. Allen		

STEP 8

View the pop-up menu and select Yes if you wish to untrack that bill

The screenshot displays a web interface for tracking bills. At the top, there is a bar chart with a y-axis from 0 to 4. Below it, a table lists tracked bills. A pop-up dialog titled "Untrack Bills (1 bill)" is overlaid on the table, providing instructions on what will be removed when a bill is untracked.

Type	Bill #	State	Last Action	Tracking Level	Spot
Bill	SB 0002	AL	05/2023 filed	Watch	
Bill	HB 0005	AL	07/17/2023 To amend Section 17-14-20, Code of Alabama 1975, to provide for the reapportionment and redistricting of the state's United States Congressional districts for the purpose of electing members at the General Election in 2024 and thereafter, until the release of the next federal census.	Monitor	
Bill	HB 0504	AL	05/23/2023 Howard Hughes	Monitor	

Untrack Bills (1 bill) [X]

Untracking this Bill will:

- Remove it from the queue of any People/ People Tags that it was assigned to
- Remove it from People/Tags/ Organizations it is published to
- Remove Staff Analysis (recovered if you track this bill again)
- Remove Comments (recovered if you track this bill again)
- Remove Notes (recovered if you track this bill again)

[No] [Yes]

