

Updating Tracking Levels and/or Progression Levels

4 Steps

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STEP 1

On the Tracked Bills tab, select one or multiple bills

The screenshot shows the Xba web application interface. On the left is a navigation menu with categories like My Area, Relationships, Communication, Library, Revenue, and Legislation. The Legislation menu is expanded, showing options like 2023 Schedule, Notification Preferences, Committee Calendar, All State Bills, My Bills, and Tracked Bills. The main content area is titled 'TRACKED BILLS: SUMMARY' and 'TRACKED BILLS (Total 15 bills)'. It features a table of bills with columns for Bill Type, Bill #, Bill Title, Introduced Date, and # of Analysis. The 'Actions' button is highlighted with a red box.

<input type="checkbox"/>	Bill Type	Bill #	Bill Title	Introduced Date	# of Analysis
<input checked="" type="checkbox"/>	Senate Bill	S 0201	Teachers Teachers' Freedom of Speech Act	11/30/2022	2
<input checked="" type="checkbox"/>	House Resolution	H 3001	House Rules	12/01/2020	1
<input checked="" type="checkbox"/>	House Resolution	H 3000	House Rules	12/01/2020	0
<input type="checkbox"/>	House Concurr...	H 3438	Union County, Reverend Martin Luther King, Jr. Highway	12/09/2020	0
<input type="checkbox"/>	House Bill	H 3427	Hate crimes	12/09/2020	0

STEP 2

Click on 'Actions'

This is a close-up view of the 'TRACKED BILLS' table. The 'Actions' button, represented by a vertical ellipsis icon, is highlighted with a red box. The table below it shows the same data as the previous screenshot.

<input type="checkbox"/>	Bill Type	Bill #	Bill Title	Introduced Date	# of Analysis
<input checked="" type="checkbox"/>	Senate Bill	S 0201	Teachers Teachers' Freedom of Speech Act	11/30/2022	2
<input checked="" type="checkbox"/>	House Resolution	H 3001	House Rules	12/01/2020	1

STEP 3

Modify the Tracking and/or Progression Levels as you see fit

Crescerance Admin

(1, H 3000)

Select Tracking Level

+

All Tracked Bills X Hot Bills being tracked right now X All Tracked Bills - List All the H

All the Hot House Bills_ Week 7 GSSA Hot Bills List Report NH Newsletter All Tracked

All Our Tracked Bills Bill Tracking Hotshots Spreadsheet Report Hot Bills Report Augu

Weekly New Bills +

STEP 4

Click on 'Save'

Cancel Save

2022
led on floor

2020
ced and adop

07/20/2021
Adopted, returned to

01/12/2021
Referred to Commi

