

# Viewing Bills that need my comment or analysis

6 Steps [View most recent version](#) 

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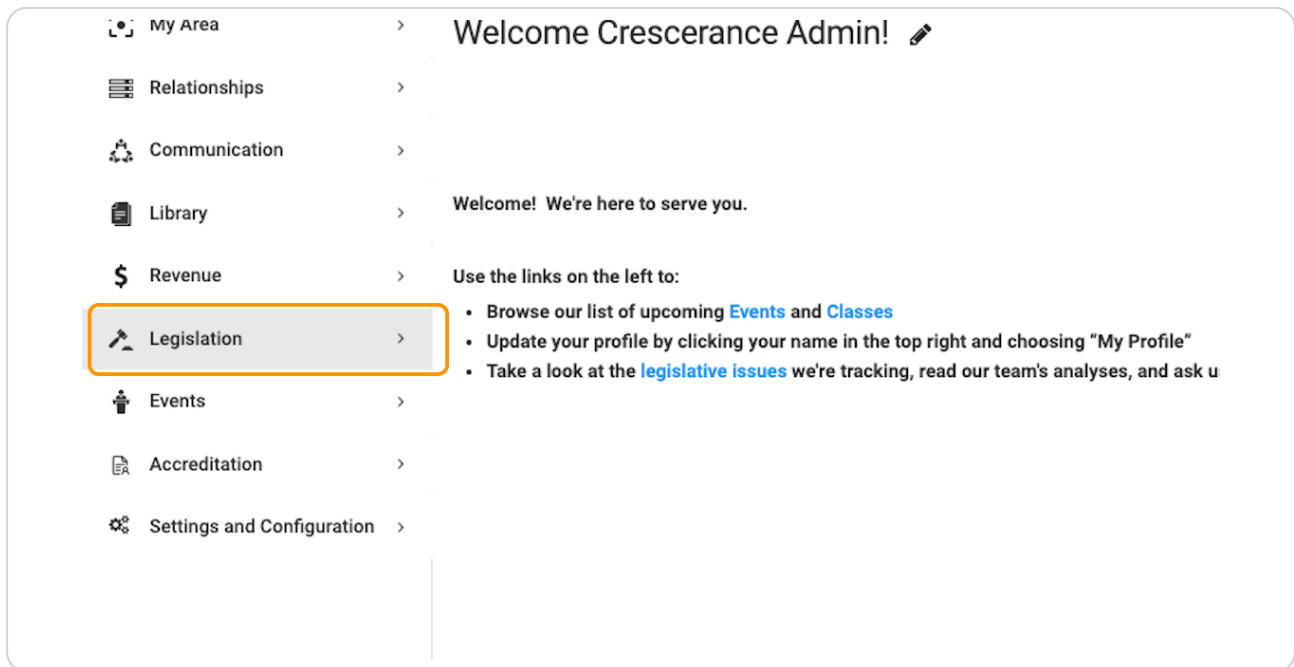
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October 30, 2023

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October 30, 2023

## STEP 1

### Click on Legislation



The screenshot shows a dashboard with a left sidebar containing several menu items: 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:

- 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

Legislation >

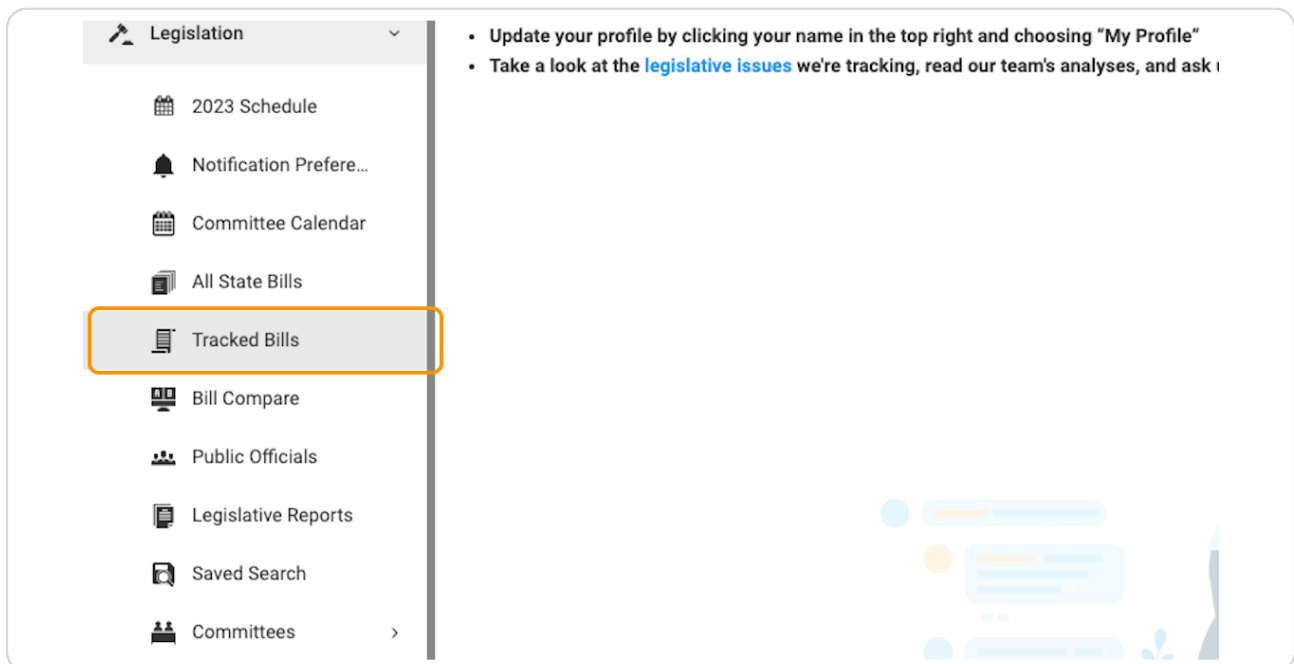
Events >

Accreditation >

Settings and Configuration >

## STEP 2

### Click on Tracked Bills



The screenshot shows the 'Legislation' menu expanded in the left sidebar. The 'Tracked Bills' option is highlighted with an orange box. The main content area displays the same list of instructions as in Step 1.

Legislation >

- 2023 Schedule
- Notification Prefere...
- Committee Calendar
- All State Bills
- Tracked Bills
- Bill Compare
- Public Officials
- Legislative Reports
- Saved Search
- Committees >

- 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 i

### STEP 3

## Scroll down to the List Summary

The screenshot shows the Engagifii interface. At the top, a bar chart displays the distribution of tracked bills across four categories: Billing, Competitive Bids, Infrastructure, and Taxes. Below the chart is a table titled "TRACKED BILLS (Total 12 bills)". The table includes columns for Bill Type, Bill #, State, Bill Title, Introduced Date, Assigned to, Full Text, Last Action, Tracking Level, Sponsors, and House Committees. The first row shows a Senate Bill (SB 0002) assigned to Ben Stein, with a tracking level of "Watch" and sponsor Gerald H. Allen. The second row shows a House Bill (HB 0005) assigned to Howard Hughes, with a tracking level of "Monitor" and sponsor Chris Pringle. The third row shows a House Bill (HB 0504) assigned to Howard Hughes, with a tracking level of "Monitor" and sponsor Ivan Smith. The fourth row shows a House Bill (HB 0505) assigned to Howard Hughes, with a tracking level of "Watch" and sponsor Handy Wood. The fifth row shows a Senate Bill (SB 0346) assigned to Howard Hughes, with a tracking level of "Monitor" and sponsor Starlan Gidger. The sixth row shows a Senate Bill (SB 0348) assigned to Howard Hughes, with a tracking level of "Monitor" and sponsor Starlan Gidger. The seventh row shows a Senate Bill (SB 0278) assigned to Ben Stein, with a tracking level of "Watch" and sponsor J.T. Waggoner. The eighth row shows a House Bill (HB 0314) assigned to Dean Martin, with a tracking level of "Watch" and sponsor Phillip Rigby. The ninth row shows a Senate Bill (SB 0171) assigned to Dean Martin, with a tracking level of "Watch" and sponsor Sam Givhan. The tenth row shows a House Joint Resolution (HJR 0050) assigned to Dean Martin, with a tracking level of "Watch" and sponsor Mark Gidley.

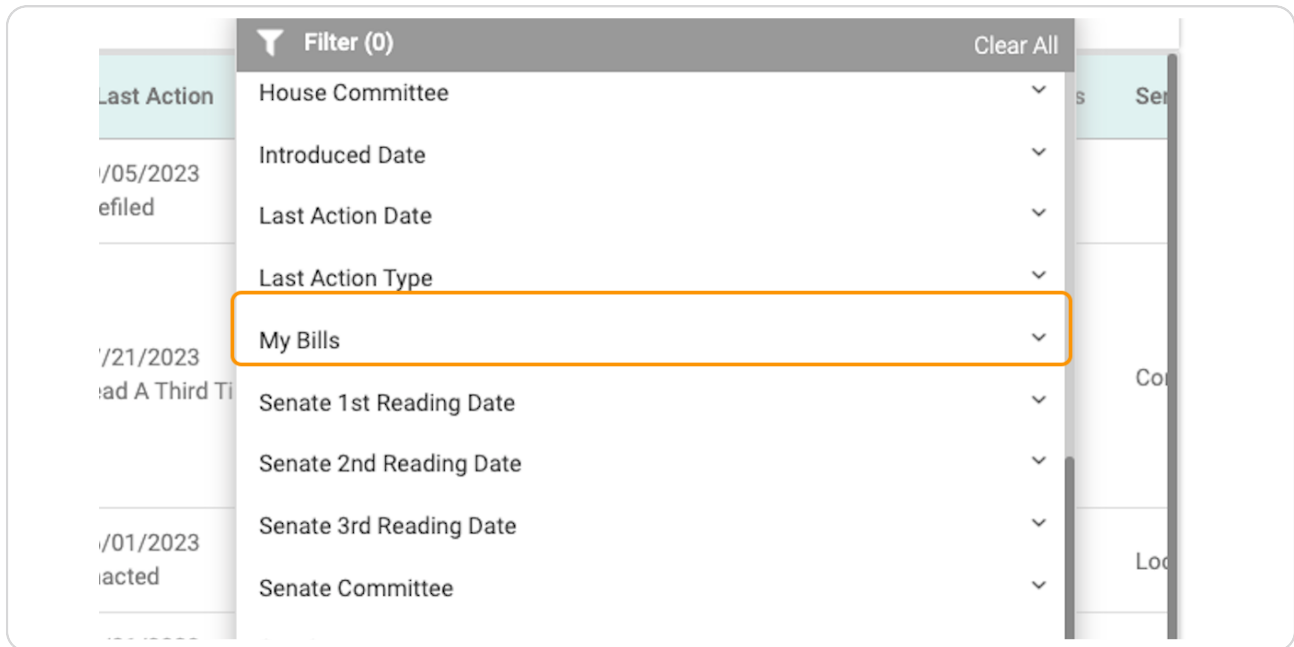
### STEP 4

## Click on the filter icon

This close-up screenshot focuses on the bottom right corner of the tracked bills list. It highlights the "Filter" icon, which is a funnel symbol, located next to the "Full Text Search" button. Below the filter icon, the table header for "Sponsors" is visible, showing the name "Gerald H. Allen" and a small profile picture. The tracking level "Watch" is also visible in the adjacent column.

## STEP 5

### Click on My Bills



## STEP 6

### Check Select All, With no staff analysis or With no comments, depending on what you are looking for

