LWVLA INSTRUCTIONS FOR My Legis

LEARN TO TRACK BILLS

My Legis can help you to:

- Create a personal tracking list as you add or delete bills to it.
- Show the latest status and information for your tracked bills (up to 50 bills)
- See a 'watch' icon when any of your tracked bills appears in meeting agendas and elsewhere on the state legislature's website.

Put http://legis.la.gov in your browser, or google Louisiana State Legislature.

In the top right corner, there are two links: "Login" and "Sign Up." If you've never created an account, click on "Sign Up." Create a User ID and a password, along with your name and your email address to fill the four boxes.

DIRECTLY BENEATH those four, there will be **TWO CHECK-BOXES** to allow you to: 1) Remember me on this computer, and 2) Remember my password. If you click on those two boxes and then click "Submit", you will never have to "login" whenever you visit the Legislative Website **ON THAT COMPUTER**. You will already be logged in and able to go directly to your MyLegis page.

Some people may not want to check those boxes for whatever reason. In that case, those users will need to click on "Login" when they come back to the website, and enter their user ID and password to get to their My Legis page. (Unless a user is on a public computer, such as a library or classroom, or you a shared computer with someone else, there really is no need to NOT check those boxes and avoid typing in the information each time you visit the website.)

If you do not know if you are logged in or out, the easiest way is to look at the top right corner of the page. If it says, "Welcome" followed by the name you used when you first created your account, then you are logged in.

Searching for Bills:
For the current legislative session, look to the left at the top and click on "Bills" and then click on the current session. Only if you are searching for a bill in a previous session do you click on "Sessions."

At the "Bills "site there are seven ways listed to search for bills. You may want to start by clicking on "Committee" and clicking on the committee name you're interested in.

Find a bill you're interested in and click on it. Then look to the right and click on "more…"to find the bill's author, status, and the text of the bill.

If you want to look over or read the bill, click on Text in the left hand corner. In the upper right hand corner, click on the "eye," if you want to follow the bill. Click on the X in the far left hand corner to close the bill page.

Press the back arrow at the very top left to go back to Committee and keep looking at other bills and adding them to your list.

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