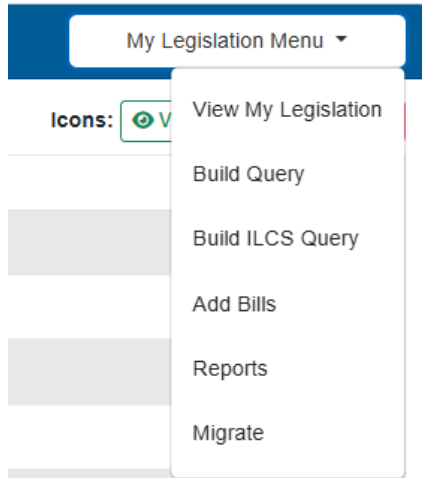


## My Legislation Guide

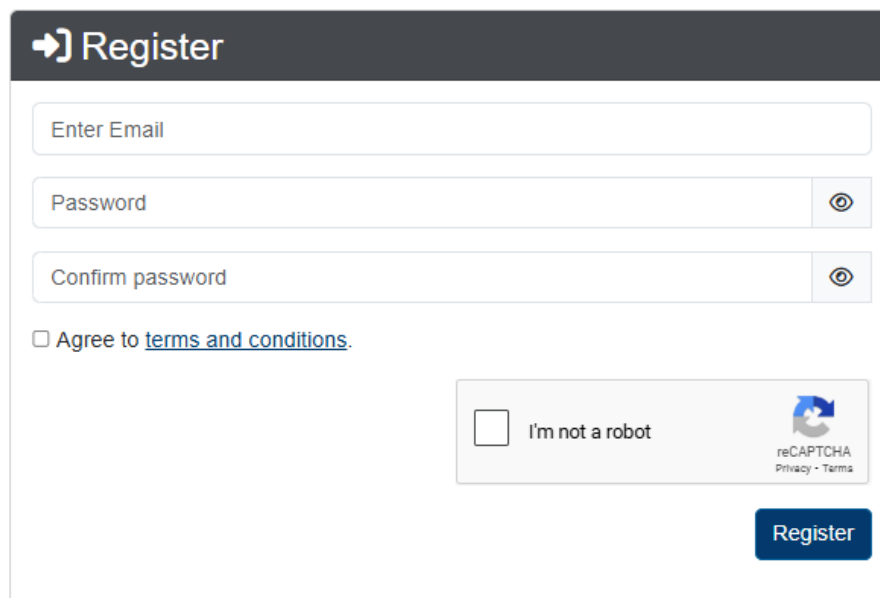
### My Legislation

- The Illinois General Assembly Public Inquiry Service allows users to create and maintain multiple bills lists for the purpose of tracking and obtaining reports on legislation.



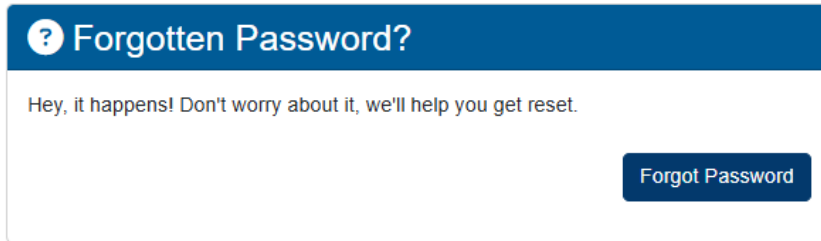
### Registration:

- Users can register for an ILGA.gov account for access to My Legislation. This provides them the capability to save personalized tracking legislation lists from day-to-day, submit witness slips and receive any support for this feature.
- Each user is required to fill out the required fields for your profile.

A screenshot of a registration form titled "Register" with a right-pointing arrow icon. The form contains the following elements: an "Enter Email" input field, a "Password" input field with an eye icon, a "Confirm password" input field with an eye icon, a checkbox labeled "Agree to [terms and conditions](#)", a reCAPTCHA widget with the text "I'm not a robot" and a "reCAPTCHA Privacy - Terms" link, and a blue "Register" button at the bottom right.

- If you have forgotten your credentials, such as your password, there are links available to assist with resetting this information.

This link is available on both the registration page as well as the log in page for your ILGA.gov account.

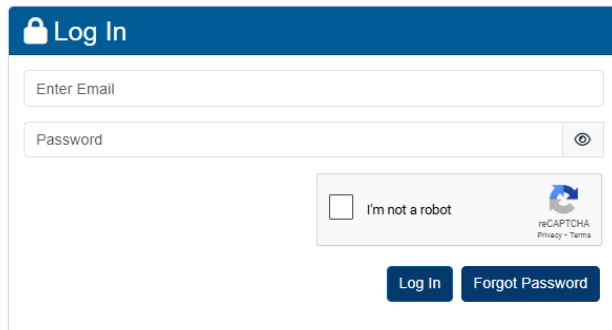


## Logging On:

- The sign on page will allow the user to sign onto the system by clicking 'Log On' in the ILGA.gov home page banner.
  - a. The banner selection icon will look as such:



- This link will direct users to the initial log on page where credentials will need to be entered.



- Enter your registered email and password.
- Be sure to complete the reCAPTCHA and select 'Log In'

## ILGA.gov Account Homepage:

- Once logged in, users will be displayed the overall homepage of their ILGA.gov account.
- Here on the homepage, users can do/see the following:
  - a. The weather for their set location
  - b. The link for their 'My Legislation'
  - c. The link for access to fill out or manage witness slips
  - d. Enter their personal information for ease of future witness slip submission



Weather Forecast for Springfield, IL

87° Thu, 08/28	83° Fri, 08/29	73° Sat, 08/30
-------------------	-------------------	-------------------

**My Legislation**

This feature allows you to create, store, and maintain customized lists of bills to track. It also allows you to create, store, and maintain customized queries to produce your own reports on legislation.

[My Legislation](#)

**My Witness Slips**

This feature allow you to create, view, and update witness slips for future committee hearings. It also allows you to visit and revisit all committee hearings that are scheduled from our current and previous general assemblies.

[My Witness Slips](#)

Need some help linking or migrating from the GA Dashboard to the new ILGA website? Click the button below to watch a short video of the process.

[Learn How to Migrate Your Witness Slips](#)

Welcome back,

Email:

Name:

Address:

City:

## Build Query:

- A Query is an inquiry or search of the bill status system. The 'Build Query' feature allows a user to create a query list by choosing fields and setting the criteria you want for a specific list or collection of legislation.
- Creating any personal query in this system will display results for selected legislation as currently entered in the Bill Status system.
- From the ILGA.gov account home page, select '**My Legislation**' link in the My Legislation overview
  - a. My Legislation window should appear
  - b. If you have created any queries in the past, they should all display here.
- In the upper right corner of the My Legislation page, open drop menu under '**My Legislation Menu**'
  - a. Click on '**Build Query**'; this will take you to the following screen:

Build Query
My Legislation Menu ▾

---

**Report Information**

**My Queries** \*New\* ▾

**Query Name \*\***

**General Assembly** 104th General Assembly (2025-2026) ▾

**Session** Regular Session ▾

**Action Dates**

**From:**  **To:**

**Sponsors**

\*\*  Chief  Chief-Co  Co-Sponsor

**Sponsor:** \*ALL\* ▾

**Committees \*\***

(H) Adoption & Child Welfare  
(S) Agriculture  
(H) Agriculture & Conservation  
(S) Approp Ed  
(S) Approp- Health and Human  
(S) Approp- Pub Safety & Infrastructure  
(H) Approp-Elementary & Secondary Educ  
(H) Approp-Health & Human Services  
(S) Appropriations  
(H) Appropriations-General Service

**Selected Committees**  Has Scheduled Hearing

+ -

**Legislation Types \*\*** Appointment Message ▾

**Selected Types** ▾

- By default, the current General Assembly is selected for you.
  - a. Should you need to select a different General Assembly, use the drop-down arrow in **'Select General Assembly'** to change GA; then go back to Account -> MyLegislation
- To select an existing query list in your account, select from the list that populates by selecting the drop-down arrow next to the **'My Queries'** field
- To create a new list, click in the **'Query Name'** field and enter new list title
  - a. This name can consist of letter, numbers, special characters, etc.
- By default, Regular Session is selected for you
  - a. Should you need to select another session type, use the drop-down arrow next to **'Session'**
- If pieces of legislation need to be date specific, enter necessary dates in **'Action Date'**
- By default, \*ALL\* is selected for you in the sponsor field
  - a. Should you need to choose a specific party or specific member for your query to further filter your search, use the drop-down arrow in **'Sponsor'** to make your selection
- In the **'Committees\*\*'** field, highlight selected committee(s) in the list box and move to the **'Selected Committees'** list box
  - a. Double clicking selection will move committee title to selection box
  - b. Or, selecting "+" button while committee title is highlighted will move committee title to selection box

- To view committees with current scheduled hearings, click the checkbox next to **‘Has Scheduled Hearing’** above Selected Committees list box
- To deselect any committee title, highlight the committee and move back to **‘Committees’** list box
  - a. Double clicking selection will move title
  - b. Or, selecting “-“ button while title is highlighted will move committee title back to committees
- Use the above instructions for all selections under the **‘Legislation Types’** and **‘Actions’** list boxes
- Once complete, select **‘Preview’** at the bottom of your screen
  - a. The preview button will open a new window with all query results per selections made similar to the following:

Query Name: (Supply A Name) - 104th General Assembly

8/28/2025 2:19 PM

Options ▾

CSV Word

<a href="#">HB2622</a>	<a href="#">Terra Costa Howard</a> ( <a href="#">Seth Lewis</a> )	DOWNSTATE FOREST PRESERVE-FUND	1/15/2025	Senate	Assigned to Insurance
****	HB 2622 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">HB2776</a>	<a href="#">Matt Hanson</a> ( <a href="#">Erica Harriss</a> )	HIGHER ED-MINORITY TEACHERS	1/15/2025	Senate	Assigned to Insurance
****	HB 2776 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL SCA 1 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">HB4125</a>	<a href="#">Diane Blair-Sherlock</a> ( <a href="#">Erica Harriss</a> )	PROP TAX-CERTIFICATE OF ERROR	1/16/2025	Senate	Assignments Refers to Insurance
****	HB 4125 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL SCA 1 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">SB0004</a>	<a href="#">Terri Bryant</a>	ILLINOIS CURE ACT	1/10/2025	Senate	Assigned to Executive
<a href="#">SB0005</a>	<a href="#">Cristina Castro</a>	DHS-OVERDOSE PREVENTION SITES	1/10/2025	Senate	Referred to Executive
<a href="#">SB0006</a>	<a href="#">Graciela Guzmán</a>	DHS-OVERDOSE PREVENTION SITES	1/10/2025	Senate	Referred to Executive
<a href="#">SB0042</a>	<a href="#">Sara Feigenholtz</a> ( <a href="#">Dennis Tipsword, Jr.</a> )	CMS-GEOGRAPHIC CONSOLIDATION	1/15/2025	Senate	Assigned to Insurance
****	SB 42 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">SB0092</a>	<a href="#">Laura Fine</a>	INS-COVERAGE & DEDUCTIBLE YEAR	1/15/2025	Senate	Assigned to Insurance
****	SB 92 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">SB0171</a>	<a href="#">Ram Villivalam</a>	USE/OCC TX-DIAPERS AND FORMULA	2/5/2025	Senate	To Prescription Medicine Healthcare Costs
****	SB 171 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">SB0281</a>	<a href="#">Robert Peters</a>	DAY&TEMPORARY LABOR SERVICES	1/15/2025	Senate	Assigned to Insurance
****	SB 281 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL SCA 1 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">SB0895</a>	<a href="#">Michael W. Halpin</a>	TRANSPORTATION - TECH	1/15/2025	Senate	Placed on Calendar Order of 3rd Reading January 15, 2025
****	SFA 2 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">SB1096</a>	<a href="#">Sue Rezin</a>	LOCAL GOVERNMENT-TECH	1/15/2025	Senate	Placed on Calendar Order of 3rd Reading January 15, 2025
****	SFA 1 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				
<a href="#">SR0038</a>	<a href="#">Napoleon Harris, III</a>	WASHINGTON, D.C. STATEHOOD	1/15/2025	Senate	Assigned to Insurance
****	SR 38 Insurance Hearing Aug 28 2025 1:30PM Capitol 409 Springfield, IL				

Totals: 13 - (House Bills: 3) (Senate Bills: 9) (Other Bills: 1)

Report generated from ILGA.gov on 8/28/2025 2:19 PM.

- To save your query, exit out of **Preview** tab
- Click **‘Save’** at the bottom of Build Query screen

- a. Save will return users to the My Legislation page
- b. Confirm new query is added to list of queries in account
- **Open/Run Report** of new query by clicking on the eye icon to ‘view’ query
- Once query preview appears, click on ‘**Options**’ to open drop menu at the top of your screen.
  - a. This will display the following screen:

Query Name: Query 8/28 - 104th General Assembly 8/29/2025 8:24 AM

**Options** ^

**Save**

Report Name:

New Or Existing:

**Save Report**

---

**Filters**

Include Bill Types:

Scheduled In Hearing:

Last Floor Action Date:   Date Forward

Bill Chamber:

---

**Display**

Report Type:  Abbreviated Report  
 Synopsis Report

Sort By:

Floor Actions:

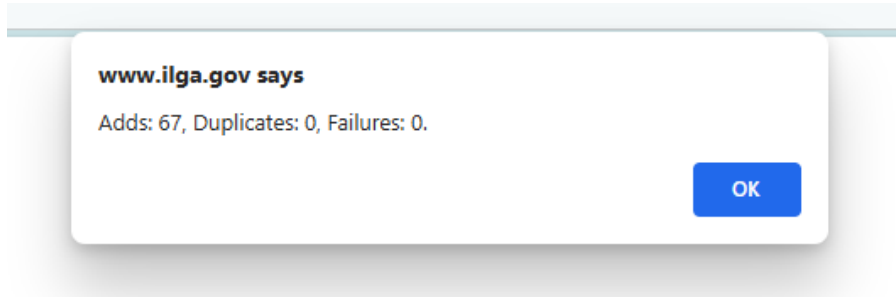
Include Hearing Info:

Include ILCS References:

**Submit**

- For an abbreviated report of your legislation in your query, make the appropriate changes for specifications as needed in the options provided by either entering text or using the drop menus provided
- Click ‘**Submit**’
  - a. The abbreviated report will open in a new tab
  - b. To print abbreviated report, right click on your web screen and select print in the pop-up menu
- To copy a query list into another pre-existing Bill Report, return to the preview screen of the query you are trying to copy
  - a. Open the ‘**Options**’ drop menu at the top of your screen and use the drop arrow next to the ‘**New or Existing**’ field

- b. All Bill Reports you have made in your account should display here; select the Bill Report you wish to save the new query results to
- Select **'Save Report'**
  - a. A pop-up window will display confirming all added pieces, duplicates, and failed copy attempts similar to the following:



- b. Click **'OK'**
- Screen will return to My Legislation page
  - a. Review Bill Report that was added to and confirm new legislation was copied under already existing report
- Close out of My Legislation preview

### Build ILCS Query:

- An ILCS Query is an inquiry to determine current General Assembly legislation that references specific Illinois Compiled Statutes. The Build ILCS Query allows a user to create a query list by choosing fields and setting the criteria you want.
- Building a field-specific based ILCS query in this system will display results for selected legislation as currently entered in the Bill Status system.
- From the ILGA.gov account home page, select **'My Legislation'** link in the My Legislation overview
  - a. My Legislation window should appear
  - b. If you have created any queries in the past, they should all display here.
- In the upper right corner of the My Legislation page, open drop menu under **'My Legislation Menu'**
  - a. Click on **'Build ILCS Query'**; this will take you to the following screen:

### Build ILCS Query

My Legislation Menu ▾

**Report Information**

**My Queries**  ▾

**Query Name \*\***

**General Assembly**  ▾

**Chapters:**  ▾

**Acts:**  ▾

**Section:**

**Floor Action:**  ▾

**Filing Date:** **From:**   **To:**

**Save Or Preview**

\*\* At least one of these fields requires input

- By default, the current General Assembly is selected for you.
  - a. Should you need to select a different General Assembly, use the drop-down arrow next to **'General Assembly'**
- To select an existing query list in your account, select from the list that populates by selecting the drop-down arrow next to the **'My Queries'** field
- To create a new list, click in the **'Query Name'** field and enter new list title
  - a. This name can consist of letter, numbers, special characters, etc.
- By default, New Acts, [all acts], and ILCS Section (if applicable) are entered in the **'Chapters'**, **'Acts'** and **'Section'** fields respectively
  - a. Should you need to select another Chapter, Act, or Section, use the drop-down arrow next to these fields to make your necessary selection
  - b. Including an \* in the **'Section'** field after section number will give all results past the number you entered
    - E.g.: entering "Section 26\*" will produce results including 26, 26.1, 26a, etc.
- By default, All Bills will display in the **'Floor Action'** field
  - a. Should you need to select another Floor Action, use the drop-down arrow next to these fields to make your necessary selection
- Run a query following the example below:

Build ILCS Query
My Legislation Menu ▾

---

**Report Information**

**My Queries** ▾  
 \*New\*

**Query Name \*\***

**General Assembly** ▾  
 104th General Assembly (2025-2026)

**Chapters:** ▾  
 5 - GENERAL PROVISIONS

**Acts:** ▾  
 5 - U. S. Constitution Amendment Act.

**Section:**

**Floor Action:** ▾  
 All Bills

**Filing Date:** **From:**   **To:**

**Save Or Preview**

\*\* At least one of these fields requires input

- Select **‘Preview’** at the bottom of your screen
- A new window should open with your query report similar to the following:

ILCS Report Name: (Supply A Name) - 104th General Assembly (2025-2026)

9/4/2025 8:20 AM

Options ▾

5 ILCS 5/Act title						
<a href="#">HB0032</a>	b	<a href="#">Ryan Spain</a> <small>(Dan McConchie)</small>	HIGH ED-ELECTION JUDGE CREDIT	1/10/2025	House	Public Act ..... 104-0032
<a href="#">SB0052</a>	b	<a href="#">Donald P. DeWitte</a> <small>(Ryan Spain)</small>	IL WATERWAY PORTS COMMISSION	3/27/2025	Senate	Public Act ..... 104-0105
5 ILCS 5/0.01						
<a href="#">HB0094</a>		<a href="#">Jaime M. Andrade Jr.</a>	LEF	3/13/2025	House	Filed with the Clerk by Rep. Jaime M. Andrade, Jr.

Report generated from ILGA.gov on 9/4/2025 8:20 AM.

- To save your query, exit out of preview tab and click **‘Save’** at the bottom of your screen.
- Selecting **‘Save’** should automatically redirect users back to the My Legislation homepage
  - Verify your new ILCS query list just made is displayed in your My Legislation

## Add Bills:

- *This feature allows users to create a new bill list or add bills to a previously existing bill list.*
- From the ILGA.gov account home page, select **‘My Legislation’** link in the My Legislation overview
  - My Legislation window should appear
  - If you have created any queries in the past, they should all display here.

- In the upper right corner of the My Legislation page, open drop menu under ‘**My Legislation Menu**’
  - a. Click on ‘**Add Bills**’; this will take you to the following screen:

My Legislation - 104th General Assembly (2025-2026)

The screenshot shows the 'Add Bills' form with the following fields and values:

- My Bills:** \*New\*
- My Bills' Title \*:** Supply a Name
- Session:** Regular Session
- Legislation Type:** Appointment Message
- Specific Numbers \*\*::** Separate by commas or + key. For example: 1,2,3,4 or 1+2
- Number Range \*\*::** From: [ ] To: [ ]
- Apply Comment:** This will apply a comment to all the bills added.

At the bottom right is a blue **Save** button. At the bottom left, there is footer text:   
 \* This field requires input  
 \*\* At least one of these fields requires input

- To select an existing Bill Report in your account, select from the list that populates by selecting the drop-down arrow next to the ‘**My Bills**’ field
- To create a new list, click in the ‘**My Bills**’ Title’ field and enter new list title
  - a. This name can consist of letter, numbers, special characters, etc.
- By default, the Regular session is selected for you
- By default, Appointment Message is displayed in the ‘**Legislation Type**’ field as it is the first item in the list
  - a. Should you need to select another legislation type, use the drop-down arrow next to this field to make your necessary selection
- To manually add bills one at a time, enter them in the ‘**Specific Numbers**’ text box
  - b. These numbers should be entered separated by commas or the + key as noted in the system
- Bills can also be added in groups in building a query based on ranges by entering the bill range beginning and ending numbers in the ‘**Number Range**’ field
- To apply a comment, use the ‘**Apply Comment**’ field box
  - a. This will apply a comment to *all* bills being added
- Select ‘**Save**’
  - a. Pop-up will appear noting all new bills added, duplicates or bills not found similar to the following:


**www.ilga.gov says**

New bills added: 1, Duplicates added: 0, Bills not found: 0. \*\* Bills not added to this file remain on the screen.

OK

- b. Click **'OK'**
- Screen will remain on Add Bills page, from here, return to My Legislation and confirm that new list or existing list added to is displayed
- Click the eye icon, and confirm that all added bills are on your list as expected

### **Edit Bills:**

- *This feature allows users to delete bills out of an existing bill list, to copy and move bills to another bill list, or to add comments to already existing bills/bill lists.*
- From the ILGA.gov account home page, select **'My Legislation'** link in the My Legislation overview
  - a. My Legislation window should appear
  - b. *If you have created any bill lists or queries in the past, they should all display here.*
- Next to each Bill Query or Bill List in your My Legislation account, there will be an **'Edit Bills'** icon resembling a small pen and paper like the following:
  - a. 
- Select the **'Edit Bills'** icon next to your recently made query list; you should be directed to an Edit Bills screen similar to the following:

Edit Bills - Query Test 9/22/25
My Legislation Menu ▾

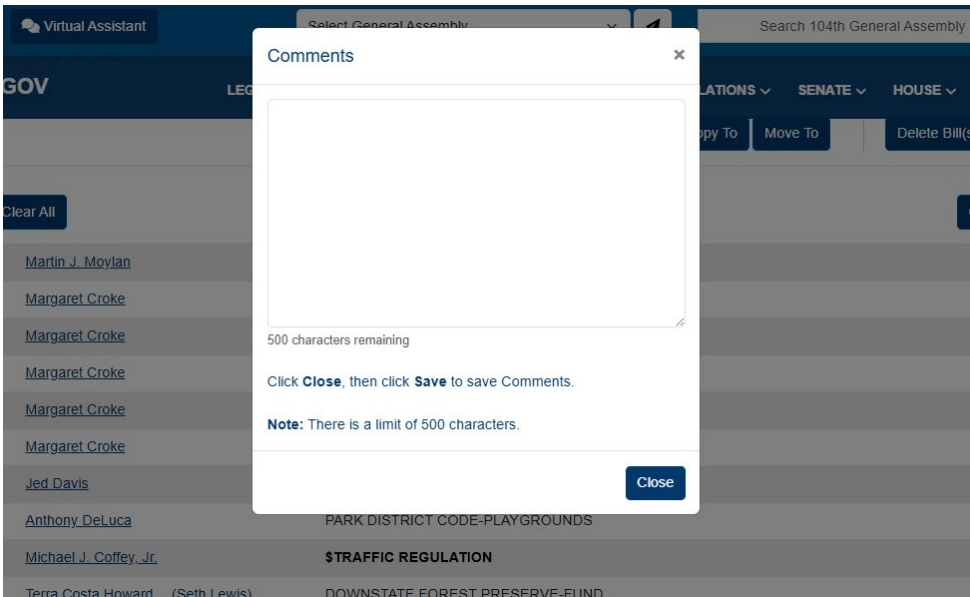
Report Name:

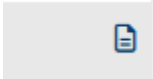
Options:  Copy To Move To Delete Bill(s) Save

Select All Clear All Comments

<input type="checkbox"/>	HB0031	<a href="#">Martin J. Moylan</a>	\$	
<input type="checkbox"/>	HB0035	<a href="#">Margaret Croke</a>	CABLE-CONTRACT DISPUTE	
<input type="checkbox"/>	HB0036	<a href="#">Margaret Croke</a>	FINANCE-TECH	
<input type="checkbox"/>	HB0037	<a href="#">Jed Davis</a>	RACING-COOK CNTY SUNSET	
<input type="checkbox"/>	HB0038	<a href="#">Anthony DeLuca</a>	PARK DISTRICT CODE-PLAYGROUNDS	
<input type="checkbox"/>	HB0109	<a href="#">Michael J. Coffey, Jr.</a>	<b>TRAFFIC REGULATION</b>	
<input type="checkbox"/>	HB2622	<a href="#">Terra Costa Howard</a> ( <a href="#">Seth Lewis</a> )	DOWNSTATE FOREST PRESERVE-FUND	
<input type="checkbox"/>	HB2776	<a href="#">Matt Hanson</a> ( <a href="#">Erica Harriss</a> )	HIGHER ED-MINORITY TEACHERS	
<input type="checkbox"/>	HB4125	<a href="#">Diane Blair-Sherlock</a> ( <a href="#">Erica Harriss</a> )	PROP TAX-CERTIFICATE OF ERROR	
<input type="checkbox"/>	SB0010	<a href="#">Chapin Rose</a> ( <a href="#">Dan Ugaste</a> )	LEGISLATURE	

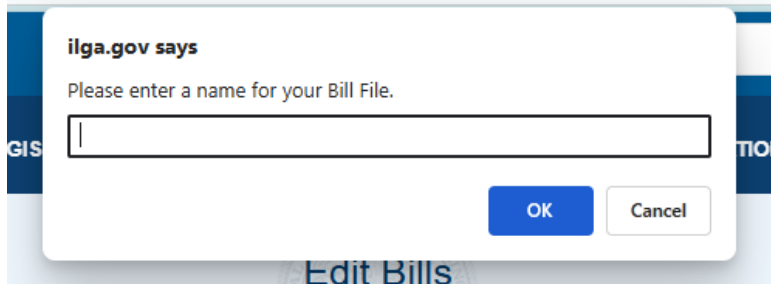
- All selections should match the Report Information selected for the original list you are editing the bills in
- The name of the selected list you selected 'edit bills' for, should display in 'My Queries' and 'Query Name\*\*'
- To delete bills from an existing list, click the box next to the bill(s) and select '**Delete Bill(s)**' at the bottom of your screen
  - a. To delete ALL of the bills, click '**Select All**' at the bottom of your list and then select '**Delete Bill(s)**'
  - b. To undo any selections on the list, click '**Clear All**', at the bottom of your screen and all selected legislation pieces should deselect any checked bills
- To add a comment to a bill on the pre-existing bill, select bill using the check box next to said bill and click the paper icon next in the far-right column.
- A dialogue box will appear over top your original window. This will present results similar to the following



- a. Enter your comment text in the box provided, and select ‘Close’
- To save comment(s) to respective bill, next click ‘Save’ either at the top or bottom of your bill list
  - a. Clicking ‘Save’ will change the paper icon next to respective bills to show that comments have been added similar to the following:
    - b. 
    - c. Any comments made where ‘Save’ is not clicked, will produce a prompt reminding you of unsaved changes

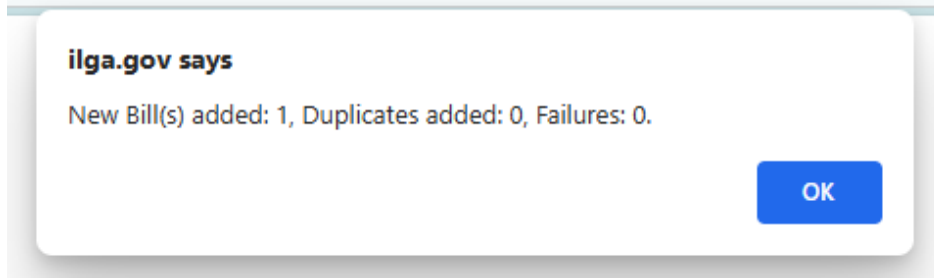
## Copy Bills:

- *This feature allows users to copy bills from an existing list to a new bill list or to another previously existing bill list.*
- To copy bill(s) from existing list to a new list, select the bill(s) you intend to copy and click the ‘Copy To’ button displayed at the top of your bill list.
  - a. A dialogue box will appear at the top of your screen



- b. Enter a name in the Script Prompt box to identify your new list and click ‘OK’

- A new web window tab will open with a confirmation pop up displaying how many bills were added



- Select okay and return back to My Legislation home page to confirm new list title is displayed.
  - Use the view (eye) icon to view bill list and check that selected bills were copied to new list as expected
- To copy bill(s) to an existing bill list, use the drop-down arrow to the left of the '**Copy To**' button and select the list you wish to copy selected bills to.
    - This action will not delete the selected bills from your current list.
  - To move bills(s) to an existing list, use the same instruction as above to select desired existing list, but use the '**Move To**' list instead
    - This action will delete the selected bill(s) from your current list

## View Bills:

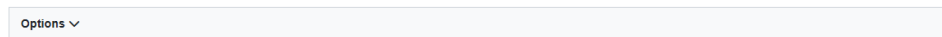
- *This feature allows users to view and edit all queries and bill lists created in My Legislation*
- Starting at the My Legislation homepage, all query and bill list items should be displayed
- In the right-hand column of your personal bill/query list, select a list and click the view icon for that specific list



- A new window tab will open with full list of legislation pieces originally on selected list
- List displayed can be narrowed down by search using the '**Options**' drop screen at the top of your window

Report Name: Bill List 8/27/25 - 104th General Assembly

10/8/2025 10:58 AM



- By default, the current list title is shown in '**Report Name**'
- Any filters or display features can be changed in the Options Window to narrow down a search within your list
    - To modify your list 'view', just make the necessary or desired selections and select '**Submit**'

- b. New window will open with items from original bill list matching the specified search filters as expected

## Reports:

- This feature allows a user access to *Categorized Reports and Date Inquiry Reports*.
- From the ILGA.gov account home page, select **'My Legislation'** link in the My Legislation overview
- In the upper right corner of the My Legislation page, open drop menu under **'My Legislation Menu'**
  - a. Click on **'Reports'**; this will take you to the following screen:

Reports - 104th General Assembly

My Legislation My Legislation Menu ▾

Categorized Reports First Year ▾

Appropriation Bills	Bill	Public Acts
<a href="#">House</a> <a href="#">Senate</a> <a href="#">Bills Passed Both Houses</a>	<a href="#">House Bills Passed Both Houses</a> <a href="#">Senate Bills Passed Both Houses</a> <a href="#">House and Senate Bills Passed Both Houses</a>	<a href="#">House Bills With Public Acts</a> <a href="#">Senate Bills With Public Acts</a> <a href="#">Appropriation Bills With Public Acts</a>
Governor Action	Final Action	
<a href="#">Pending Governor Action</a> <a href="#">Total Veto</a> <a href="#">Item Veto</a> <a href="#">Reduction Veto</a> <a href="#">Item/Reduction Veto</a> <a href="#">Amendatory Veto</a>	<a href="#">Vetoes Overridden</a> <a href="#">Item Vetoes Overridden</a> <a href="#">Reductions Restored</a> <a href="#">Amendatory Veto Accepted</a> <a href="#">Amendatory Veto Overridden</a>	

Bills	Votes	Legislation
<a href="#">On House Consent Calendar</a> <small>By Senate Sponsor</small>	<a href="#">Member Vote Detail</a>	<a href="#">In House Rules Committee</a> <small>In Senate Assignments Committee</small>

- The General Assembly and Categorized Reports are defaulted to the current GA and year of said GA. The dates on all date inquiry reports will default to today's date.
  - a. To make another selection, use the down arrow or calendar icon in those fields
- All report titles should be a link, therefore, to select a report, simply click the title

## Migrate:

- This feature allows My Legislation users of the previous ILGA.gov to migrate all previous account bill and query lists into the new account made with the newest version of ILGA.gov (est. 2025).

- From the ILGA.gov account home page, select **'My Legislation'** link in the My Legislation overview
- In the upper right corner of the My Legislation page, open drop menu under **'My Legislation Menu'**
  - a. Click on **'Migrate'**; this will take you to the following screen:



- From here, enter your previous My Legislation login information in the migrate window
  - a. This information can either match or not match your old ILGA.gov information based on how you created your new account
- After you've entered the login credentials, check marks should appear verifying the log in information
- Once finished, you will return to your My Legislation homepage and verify that all old lists migrated in are now appearing
  - a. These particular lists should appear with an additional title showing "(Legacy Migration)" similar to the following:

MCB New Acts Query (Legacy Migration)	Bill Report		
Mikayla 6/11 (Legacy Migration)	Bill Report		
Mikayla's Committee Query (Legacy Migration)	Bill Report		

- Once you have migrated your old account lists into your new ILGA.gov My Legislation, you should not have to migrate again
  - a. If you do migrate said lists a second time, they will delete the original migrated lists and replace them with the information gathered in the old account, therefore, any additional work or information added to the old lists will be gone

## Log Off:

- To exit out of My Legislation, simply open **'Account'** drop menu in ILGA.gov banner
  - a. Click **'Log Out'**

