

# How to use the Texas Legislature Online tools.

I. LOG IN -- <https://capitol.texas.gov/>

II. ALERTS

III. BILLS LIST

IV. SEARCH FOR BILLS

V. ARCHIVED COMMITTEE MEETINGS

The screenshot shows the Texas Legislature Online website interface. At the top, there is a navigation bar with links for Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. Below this, the main content area is divided into several sections:

- Search Legislation:** A search box with a dropdown menu for the Legislature (85(1) - 2017) and a search button. Below it are links for Additional Searches, including Text Search, Bill Lookup, Bill Search, Amendments, Sections Affected, Legislative Archive System, Statutes, Constitution, Resolutions, and Administrative Code.
- How Do I...:** A list of questions and links, such as "Find list of filed bills?", "Follow the status of a bill?", "Contact my legislator?", "Find how a legislator voted?", "Find when hearings are scheduled?", "View the text of a bill?", and "Testify at a House committee hearing?".
- My TLO:** A section for tracking legislation, receiving alerts, and viewing content on mobile devices.
- Access Mobile Version of TLO:** A section for mobile users to access the site via a mobile browser.
- Legislative Activity:** A section for viewing broadcasts, calendars, and today's meetings.
- Legislative Process:** A section for learning how a bill becomes law, how to follow a bill, and dates of interest.
- Who Represents Me?:** A section for finding a legislator by address, with input fields for address, city, and ZIP code.
- Capitol Complex Information:** A section for events and visitor information, wireless access, and state symbols.

Red arrows point from the text labels to specific features on the website:

- Arrow I points to the "Login" link in the top right corner.
- Arrow II & III points to the "Search" link in the navigation bar.
- Arrow IV points to the "Search Legislation" section.
- Arrow V points to the "Legislative Activity" section.

II. & III. Your bill alerts and bill lists.

V. How to find archived committee meetings

I. How to login to your TLO account

IV. How to search for bills.

# I. LOG IN – Go to this link <https://capitol.texas.gov/>

a) How to get an account:



Click Login to create your account. Be sure to use an email you get phone alerts with or that you check daily.

b) Use email you get alerts on your phone with or check daily.

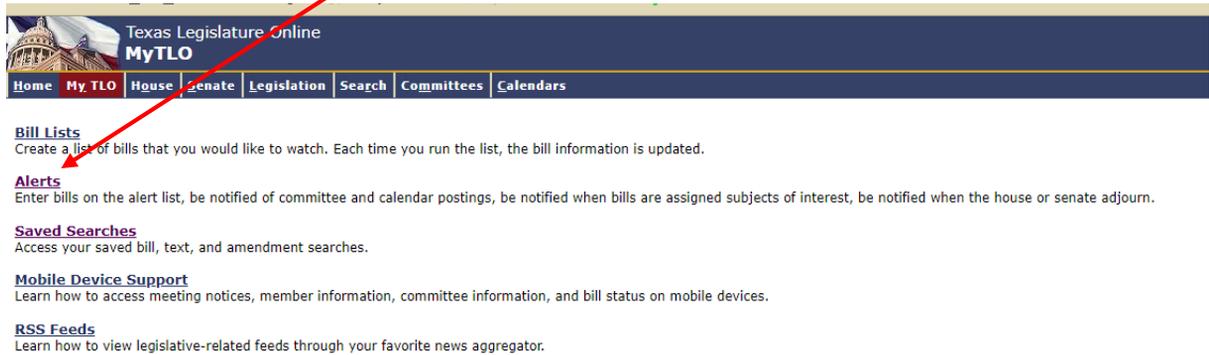
1. Once session starts rolling you'll begin to get daily alerts from your bills. This is how you'll track when to draft testimony and put in an action request.

## II. ALERTS

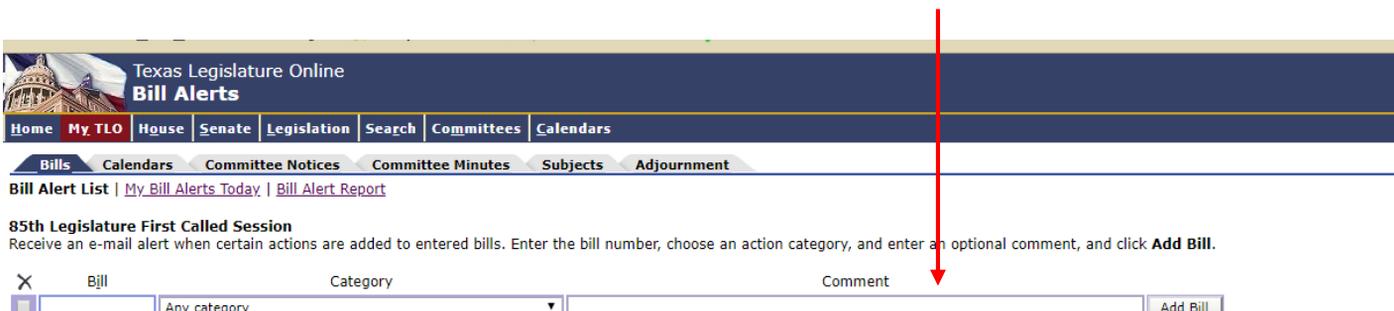
- a) How to sign bills up for alerts. You will get the alerts through email which notify you of committee meetings and legislative action.



Click My TLO to access your bill Alerts List. Note: There is a Bills list and an Alerts list. Do not confuse to two.

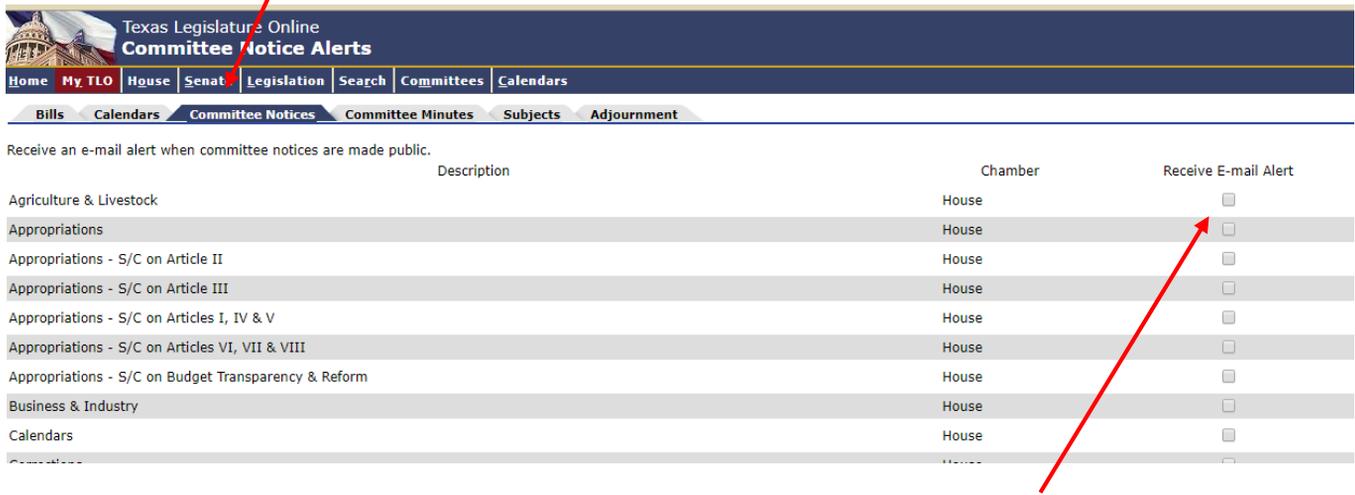


- b) Use the Comment section to write a bit about the bill for alert clarity. Your comments will show up in alert emails so you can immediately identify which bill is sending you an alert.



## II. ALERTS

- c) Alerts for specific committees.
1. Allows you to get alerts for specific committees independent of bills you're following.



Receive an e-mail alert when committee notices are made public.

Description	Chamber	Receive E-mail Alert
Agriculture & Livestock	House	<input type="checkbox"/>
Appropriations	House	<input type="checkbox"/>
Appropriations - S/C on Article II	House	<input type="checkbox"/>
Appropriations - S/C on Article III	House	<input type="checkbox"/>
Appropriations - S/C on Articles I, IV & V	House	<input type="checkbox"/>
Appropriations - S/C on Articles VI, VII & VIII	House	<input type="checkbox"/>
Appropriations - S/C on Budget Transparency & Reform	House	<input type="checkbox"/>
Business & Industry	House	<input type="checkbox"/>
Calendars	House	<input type="checkbox"/>
Committees	House	<input type="checkbox"/>

Click the box to get email alerts for the committees you wish to follow.

2. Some committees are important for specific issue chairs. The Senate and House Education Committees for example are important to education issue chairs.

### III. BILLS LIST

- a) This list automatically populates latest legislative action on your bills.



Texas Legislature Online  
**MyTLO**

[Home](#) [My TLO](#) [House](#) [Senate](#) [Legislation](#) [Search](#) [Committees](#) [Calendars](#)

**Bill Lists**  
Create a list of bills that you would like to watch. Each time you run the list, the bill information is updated.

**Alerts**  
Enter bills on the alert list, be notified of committee and calendar postings, be notified when bills are assigned subjects of interest, be notified when the house or senate adjourn.

**Saved Searches**  
Access your saved bill, text, and amendment searches.

**Mobile Device Support**  
Learn how to access meeting notices, member information, committee information, and bill status on mobile devices.

**RSS Feeds**  
Learn how to view legislative-related feeds through your favorite news aggregator.



Texas Legislature Online  
**Bill Lists**

[Home](#) [My TLO](#) [House](#) [Senate](#) [Legislation](#) [Search](#) [Committees](#) [Calendars](#)

Create a list of bills you wish to follow. Enter the list name and description and click **Create**.

Legislature:

**Bill Lists**

Bill List Name	Description
<input type="text"/>	<input type="text"/>

This will allow you to brows through the list of bills your following and find the latest legislative action for them.

**b) DO NOT CONFUSE BILLS LIST FOR ALERTS!**

## IV. SEARCH FOR BILLS

- a) To find the bills pertaining to the issue you chair click on the search link

The screenshot shows the Texas Legislature Online website. The navigation bar includes links for Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. The Search link is highlighted. Below the navigation bar, there are sections for Texas House and Texas Senate, a Search Legislation form, and various links for additional searches and legislative activity.

This is a quick search option but I do not suggest using it for first time users. The Search tab brings you to an advanced search page that is more user friendly

The screenshot shows the Texas Legislature Online Search page. The navigation bar includes links for Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. The Search link is highlighted. Below the navigation bar, there are sections for Bill Search, Text Search, Amendment Search, Texas Statutes, House Journals, Senate Journals, Texas Constitution, and Legislative Archive System.

Click bill search under the Search tab.

## IV. SEARCH FOR BILLS

b) Once in the advanced search page be sure to use the Author/Sponsor section and select the correct session. We will be in the 86(R)-2019 session. (R) stands for regular session.

The screenshot shows the Texas Legislature Online Bill Search interface. The 'Search' tab is selected. The 'Legislation' section is expanded, showing filters for 'Legislature: 85(R)-2017', 'Bill Chamber: House, Senate', 'Author/Sponsor', 'Type', 'Sponsor', 'Subjects', 'Committee', 'Status', and 'Actions'. A red arrow points to the 'Select subject criteria...' bar in the Subjects section. Another red arrow points to the 'Search' button in the top right corner of the search area.

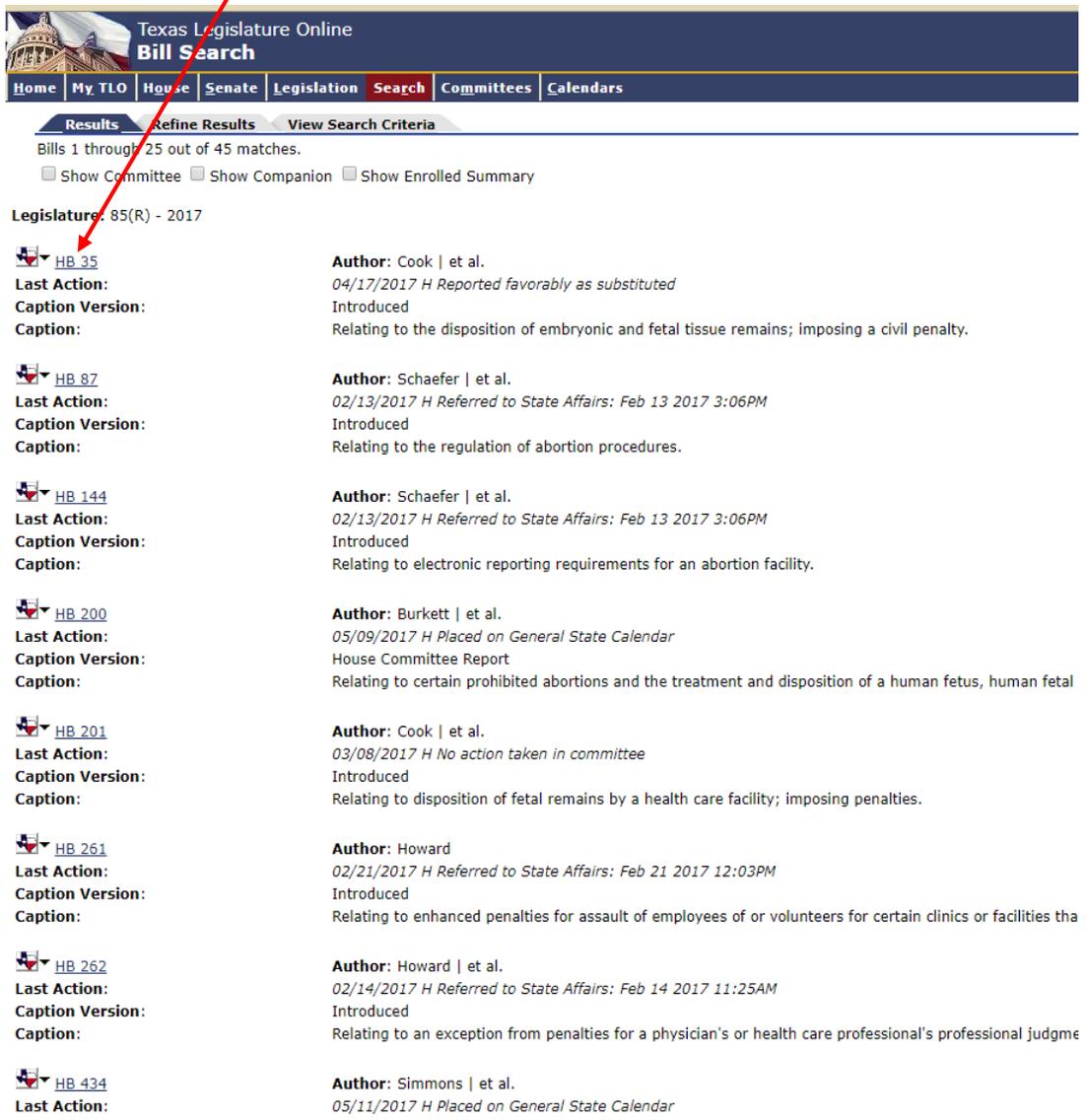
c) Click the 'Select Subject Criteria..' bar.

The screenshot shows the 'Subjects' dialog box in the Texas Legislature Online. The dialog box has a 'Filter the subjects displayed.' section with a 'Category' dropdown set to 'Subjects - General Index (1) / Headings (5)' and a 'Keyword(s):' field. Below this is a 'Select the subjects to be used in your search.' section with a search bar. A list of subjects is displayed, including '1730 AIRBORNE BRIGADE MEMORIAL HIGHWAY (S0555)', '151 CAVALRY DIVISION MEMORIAL HIGHWAY (S0629)', '21ST CENTURY EDUCATIONAL EXCELLENCE PROG FOR NATL', '75TH RANGER REGIMENT HIGHWAY (S0739)', '9-1-1 EMERGENCY TELEPHONE NUMBER (S2124)', '90TH INFANTRY DIVISION MEMORIAL HIGHWAY (S0507)', '95TH DIVISION MEMORIAL HIGHWAY (S0722)', 'ABANDONED & JUNKED VEHICLES (S4113)', 'Abortion (10003)', 'ACADEMIC LANGUAGE TEACHERS & THERAPISTS (S0642)', 'ACADEMIC PERFORMANCE (S0134)', 'ACCIDENTS (S0333)', 'ACCOUNTING & ACCOUNTANTS (S4321)', 'ACUPUNCTURE & ORIENTAL MEDICINE (S0806)', 'ADOPTION (S0101)', 'ADULT EDUCATION (S0458)', 'ADVANCE DIRECTIVES (S0590)', 'ADVERSE POSSESSION (S0258)', 'ADVERTISING (S2680)', and 'Aeronautics (10010)'. A 'Selected:' list is on the right, and a red arrow points to it.

d) Type in key words that pertain to your issue in the search bar. These words will bring up hits to bills that fall under your category. Click the arrow button to add these words to your selected list and hit 'ok'. Then hit 'Search'.

## IV. SEARCH FOR BILLS

e) This is what your list will look like. Note the bill numbers to the right like HB 37 or HB 144. You'll need to add these bill numbers (along with their identifiers HB or SB) to your alerts and bill lists.



The screenshot shows the Texas Legislature Online Bill Search interface. The navigation bar includes links for Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. The search results are for the 85th Legislature (R) - 2017, showing 25 out of 45 matches. The results are listed in a table with columns for bill number, author, last action, caption version, and caption. A red arrow points to the first entry, HB 35.

Bill Number	Author	Last Action	Caption Version	Caption
<a href="#">HB 35</a>	Cook   et al.	04/17/2017 H Reported favorably as substituted	Introduced	Relating to the disposition of embryonic and fetal tissue remains; imposing a civil penalty.
<a href="#">HB 87</a>	Schaefer   et al.	02/13/2017 H Referred to State Affairs: Feb 13 2017 3:06PM	Introduced	Relating to the regulation of abortion procedures.
<a href="#">HB 144</a>	Schaefer   et al.	02/13/2017 H Referred to State Affairs: Feb 13 2017 3:06PM	Introduced	Relating to electronic reporting requirements for an abortion facility.
<a href="#">HB 200</a>	Burkett   et al.	05/09/2017 H Placed on General State Calendar	House Committee Report	Relating to certain prohibited abortions and the treatment and disposition of a human fetus, human fetal
<a href="#">HB 201</a>	Cook   et al.	03/08/2017 H No action taken in committee	Introduced	Relating to disposition of fetal remains by a health care facility; imposing penalties.
<a href="#">HB 261</a>	Howard	02/21/2017 H Referred to State Affairs: Feb 21 2017 12:03PM	Introduced	Relating to enhanced penalties for assault of employees of or volunteers for certain clinics or facilities tha
<a href="#">HB 262</a>	Howard   et al.	02/14/2017 H Referred to State Affairs: Feb 14 2017 11:25AM	Introduced	Relating to an exception from penalties for a physician's or health care professional's professional judgment
<a href="#">HB 434</a>	Simmons   et al.	05/11/2017 H Placed on General State Calendar		

## V. ARCHIVED COMMITTEE MEETINGS: SENATE

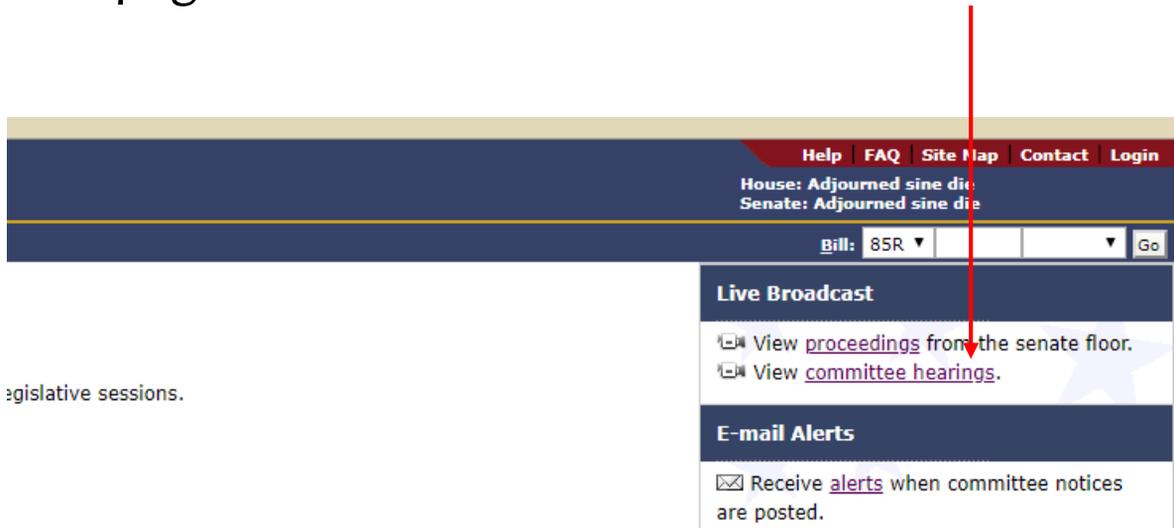
a) If you know of a bill you'll be following that came up in previous sessions you can watch old testimony for it. A good example is the 'Bathroom Bill' or any previous abortion bills. They will come back and watching old testimony is hugely helpful in gauging how to draft your testimony.

The screenshot shows the Texas Legislature Online website interface. At the top, there is a header for the 85th Legislature First Called Session. Below this is a navigation bar with tabs for Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. A dropdown menu is open under the 'Senate' tab, listing various options including Home, Lieutenant Governor, Members, Committees, Committee Meetings, Calendars, Journals, Senate Research Center, and Senate Kids. A red arrow points to the 'Committee Meetings' option. To the right of the dropdown is a search bar with a dropdown menu set to '85(R) - 2017' and a 'Go' button. Below the search bar are links for 'Statutes', 'Constitution', 'Reports', and 'View Votes'. Further down, there are links for 'Sections Affected', 'Administrative Code', and 'Legislative Archive System'. On the far right, there are sections for 'Access Mobile Version of TLO', 'Legislative Activity' (with links for Video Broadcasts, Today's Calendars, Today's Meetings, Today's Filed Bills, and Today's Votes), and 'Legislative Process' (with links for How a Bill Becomes Law, How to Follow A Bill, Dates of Interest, Glossary, and End of Session Deadlines).

To find Archived committee footage hover over the 'Senate' or 'House' Tab, and then click the 'Committee Meetings' tab.

## V. ARCHIVED COMMITTEE MEETINGS: SENATE

b) Finding archived footage for the House is different than the Senate. For the Senate click ‘View committee hearings’ in the upper left hand corner of the page.



legislative sessions.



Once there click Senate Audio/Video Archives page to find the list of archived videos.

## V. ARCHIVED COMMITTEE MEETINGS: SENATE

c) Once there, you can find the committee you're looking for by date and by committee meeting.

Year      Month      Committee

**Senate Audio/Video Archive – 2018**

Live Video · **Audio/Video Archive** · Texas Senate News · Podcast

Archives: [ 2018 · 2017 · 2016 · 2015 · 2014 · 2013 · 2012 · 2011 · 2010 · 2009 · 2008 · 2007 · 2006 · 2005 · 2004 · 2003 · 2002 · 2001 · 2000 · 1999 ]

Archived audio/video recordings of Senate Chamber proceedings, Senate Committee hearings, and other archived events are streamed over the Internet in H.264 format, which can be viewed in most modern desktop browsers and across a variety of mobile devices. For a list of recommended system requirements, please see these [video streaming suggestions](#) .

If you experience problems, **please first check** our [FAQ](#) for help.

Please note that the Texas Senate **does not** record committee meetings to video tape or DVD; The digital streaming videos found on this website are the **only** available video content. Official *audio recordings* and *transcripts* are available from the Senate Staff Services office at (512) 463-0430.

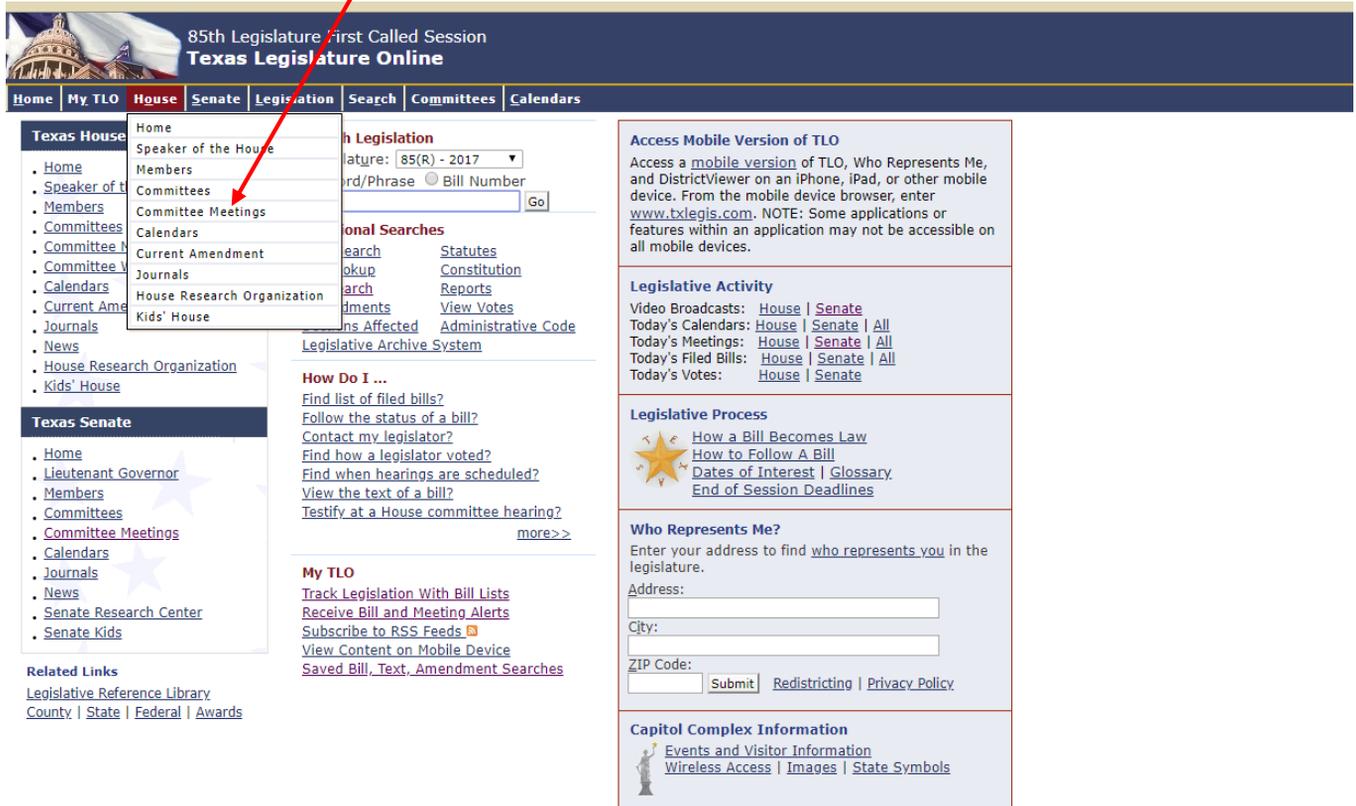
Select a month to narrow your results:

September    **August**    July    June    May    April    March    February    January

Date	Program Title	Duration	Play
09/12/18	Senate Committee on Health & Human Services	05h:03m	
09/12/18	Senate Committee on Criminal Justice	04h:31m	
09/12/18	Joint Hearing: Senate Committee on Education, Senate Committee on Higher Education	05h:39m	
09/12/18	Health and Human Services Transition Legislative Oversight Committee <i>(Audio begins at the 01m:08s mark)</i>	00h:58m	
09/11/18	Senate Committee on Finance	03h:53m	
09/10/18	Senate Committee on State Affairs	01h:44m	
09/06/18	Compact Facility Legislative Oversight Committee	04h:09m	
09/05/18	Senate Committee on Natural Resources & Economic Development	07h:43m	
09/05/18	Senate Committee on Higher Education	02h:43m	
08/30/18	Sunset Advisory Commission	06h:11m	
08/29/18	Sunset Advisory Commission	07h:28m	

# V. ARCHIVED COMMITTEE MEETINGS: HOUSE

a) Follow the same steps for the House.



85th Legislature, First Called Session  
**Texas Legislature Online**

Home My TLO **House** Senate Legislation Search Committees Calendars

**Texas House**

- Home
- Speaker of the House
- Members
- Committees
- Committee Meetings
- Calendars
- Current Amendment
- Journals
- House Research Organization
- Kids' House

**Texas Senate**

- Home
- Lieutenant Governor
- Members
- Committees
- Committee Meetings
- Calendars
- Journals
- News
- Senate Research Center
- Senate Kids

**Related Links**

[Legislative Reference Library](#)  
[County](#) | [State](#) | [Federal](#) | [Awards](#)

**Legislation**

Legislature: 85(R) - 2017  
Word/Phrase  Bill Number

**Additional Searches**

[Search](#) | [Statutes](#)  
[Lookup](#) | [Constitution](#)  
[Archives](#) | [Reports](#)  
[Amendments](#) | [View Votes](#)  
[Legislation Affected](#) | [Administrative Code](#)  
[Legislative Archive System](#)

**How Do I ...**

[Find list of filed bills?](#)  
[Follow the status of a bill?](#)  
[Contact my legislator?](#)  
[Find how a legislator voted?](#)  
[Find when hearings are scheduled?](#)  
[View the text of a bill?](#)  
[Testify at a House committee hearing?](#) [more>>](#)

**My TLO**

[Track Legislation With Bill Lists](#)  
[Receive Bill and Meeting Alerts](#)  
[Subscribe to RSS Feeds](#)   
[View Content on Mobile Device](#)  
[Saved Bill, Text, Amendment Searches](#)

**Access Mobile Version of TLO**

Access a [mobile version](#) of TLO, Who Represents Me, and DistrictViewer on an iPhone, iPad, or other mobile device. From the mobile device browser, enter [www.txlegis.com](http://www.txlegis.com). NOTE: Some applications or features within an application may not be accessible on all mobile devices.

**Legislative Activity**

Video Broadcasts: [House](#) | [Senate](#)  
Today's Calendars: [House](#) | [Senate](#) | [All](#)  
Today's Meetings: [House](#) | [Senate](#) | [All](#)  
Today's Filed Bills: [House](#) | [Senate](#) | [All](#)  
Today's Votes: [House](#) | [Senate](#)

**Legislative Process**

 [How a Bill Becomes Law](#)  
[How to Follow A Bill](#)  
[Dates of Interest](#) | [Glossary](#)  
[End of Session Deadlines](#)

**Who Represents Me?**

Enter your address to find [who represents you](#) in the legislature.

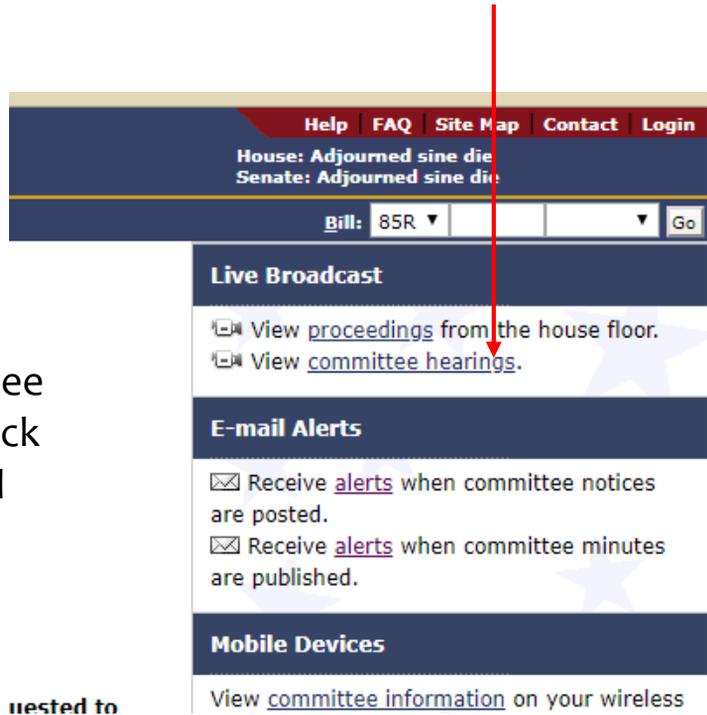
Address:   
City:   
ZIP Code:   [Redistricting](#) | [Privacy Policy](#)

**Capitol Complex Information**

 [Events and Visitor Information](#)  
[Wireless Access](#) | [Images](#) | [State Symbols](#)

## V. ARCHIVED COMMITTEE MEETINGS: HOUSE

b) Finding archived footage for the House is different than the Senate. For the House click 'View committee hearings' in the upper left hand corner of the page.



Once there scroll down to see the archived broadcasts. Click on the session your past bill was in.

Requested to

Archived Broadcasts		
Committees	Chamber	Additional
Committee Broadcasts	Upcoming Session Broadcasts	Press Conferences Broadcasts
85th Session(2017-2018)	85th Session(2017-2018)	Capitol Events Broadcasts
84th Session(2015-2016)	84th Session(2015-2016)	Member Media
83rd Session(2013-2014)	83rd Session(2013-2014)	
82nd Session(2011-2012)	82nd Session(2011-2012)	
81st Session(2009-2010)	81st Session(2009-2010)	
80th Session(2007-2008)	80th Session(2007-2008)	
79th Session(2005-2006)	79th Session(2005-2006)	
78th Session(2003-2004)	78th Session(2003-2004)	
77th Session(2001-2002)	77th Session(2001-2002)	

**Video Streaming Suggestions**

Video streaming typically requires the use of media plugins. While the necessary plugins will often come pre-installed, you may need to install or enable plugins to watch streaming video. We recommend installing the [Adobe Flash Player®](#) and [Microsoft Silverlight plugins®](#) if they are available for your system.

While we recommend certain platforms and web browsers, many other operating systems and web browsers can successfully stream videos. For example, Mozilla Firefox and Google Chrome are both known to work on many platforms. Please note that

## V. ARCHIVED COMMITTEE MEETINGS: HOUSE

c) Once there, you can find the committee you're looking for by date and by committee meeting.

Date

Committee

The screenshot shows the Texas House of Representatives website. At the top, there is a navigation menu with links for ABOUT, MEMBERS, COMMITTEES, NEWS, RESEARCH, RESOURCES, SCHEDULES, VIDEO/AUDIO, HELP, and SEARCH. Below the navigation menu, the page title is "85th Session Committee Broadcast Archives". There are links for other sessions: 85th Session, 84th Session, 83rd Session, 82nd Session, 81st Session, 80th Session, 79th Session, 78th Session, and 77th Session. A search bar is present with the text "Search Archives:" and "Enter Keywords here". Below the search bar, there is a section titled "Archived Videos" which contains a table with the following columns: Date, Time, Duration, Name, and Notes. Two red arrows point to the "Date" and "Name" columns of the table.

Date	Time	Duration	Name	Notes
09/13/18	09:04 AM	03h 19m	Public Health	
09/12/18	01:11 PM	02h 07m	Joint Hearing: Public Health and Urban Affairs	
09/06/18	09:34 AM	00h 47m	State Affairs	
09/05/18	09:03 AM	02h 38m	Appropriations - S/C on Article III	
08/30/18	12:10 PM	03h 38m	Criminal Jurisprudence	
08/29/18	10:36 AM	03h 48m	Joint Hearing: Criminal Jurisprudence and Corrections	
08/29/18	02:56 PM	02h 57m	Corrections	To begin 30 minutes after adjournment of 10:30am joint hearing with Committee on Criminal Jurisprudence
08/14/18	01:03 PM	05h 13m	Judiciary and Civil Jurisprudence	
08/13/18	10:09 AM	01h 10m	Urban Affairs	
08/09/18	09:10 AM	04h 53m	Joint Hearing: Public Health and Human Services	

Texas House of Representatives  
site map

If you have any question about the Texas Legislature Online (TLO) process feel free to contact me. It is possible that you may notice you're not getting alerts after the session starts and committees are formed. If that happens contact me and I'll help you trouble shoot what the issue is. I've had that happen to a few of my interns in the past.

Please note that it takes a few weeks for committees to be formed. You will not get alerts in the first month or so. Committees start to pick up in around March.

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