

Filing an Illinois General Assembly Electronic Witness Slip for HB234 Media Literacy

First you must create/register an account. Go to my.ilga.gov/account/register.

Input an Email and password. You will need to verify by replying to an email sent to the email address. (I did mine in the evening and it took a while for the email to appear in my account)

Click on the link provided to activate your account.

Log in using your email and password. You will then be on the dashboard.

Click on the link on the left that says Senate. Then click on the link that says Committees. Find the committee you want. In this case it is the Education Committee. Click on the link for View Committee Hearings (looks like a gavel)

The Education Committee Hearing page will appear. Click on the link View Legislation. Find the bill you want (HB234 is the first) and click on link Create Witness Slip. A form will appear with your information from your registration. The section III Position needs to be filled out. Select Proponent and then fill out Testimony. Most of us are Record of Appearance only but if you are submitting a written statement then that needs to also be marked. Click Create (Slip) and you are done.

Written witness statements must be submitted ahead of time by emailing it to the committee email address given on the third page of the Remote Legislative Hearing Process handout. Must be submitted at least a day before the hearing. Testimony must be submitted as a pdf attachment.

This is the info requested for presenting testimony that must be in the email submitted—

Full Name

Organization, if any

Legislative Measure

Committee Hearing Name, Date and Time.

Position on Legislative Measure (Support, Oppose, Neutral)

Contact Phone Number

Preferred Email Address

Attach the Written Testimony as a valid PDF file. The PDF name should include the legislation type and number, position, and name: example: SB 1 Proponent Jane Doe.pdf

The email for the Senate Education Committee is educationcommittee@senatedem.ilga.gov Use HB234 Testimony in the subject line of the email.