Legislative Reporting Service (LRS) and Daily Bulletin FAQs

Table of Contents

What is the Legislative Reporting Service (LRS) and the *Daily Bulletin*? 1

Does it cost anything to access the LRS website and the *Daily Bulletin*? 2

If it is free, why do I need to create an account? 2

How do I create an account? 2

What do I do if I forget my password? 2

Who do I contact if I have technical difficulties? 3

What information about a bill can I find on the LRS website? 3

Why do some bill pages list multiple summaries? 4

What does "S.L." mean and why does it appear on only some bill pages? 4

Is there a way to view summaries in a larger format? 4

How do I print summaries? 5

How often are summaries and the Daily Bulletin made available? 7

Do you send out alerts when new summaries are available? 7

How can I receive the *Daily Bulletin* in my inbox? 7

Can I track bills using your site? 7

What are "My Monitors"? 7

How do I search for bill summaries on the LRS site? 7

How far back can I search for bill summaries on the LRS site? 9

What are keywords? 9

Am I allowed to share your summaries and the *Daily Bulletin*? 9

What other resources are available on the LRS website? 9

What is the Legislative Reporting Service (LRS) and the *Daily Bulletin*?

The UNC School of Government's Legislative Reporting Service (LRS) reports on the North Carolina General Assembly's daily activities. Our staff summarizes bills as they are filed as well as any changes that are made to those bills via committee amendments or committee substitutes, floor amendments, and conference reports. The summaries can be found on each bill's dedicated page on the LRS website at lrs.sog.unc.edu. The LRS's primary publication is the *Daily Bulletin*, which provides comprehensive information for each legislative day, including summaries of bills filed or changed and a list of the actions taken during that day's House and Senate sessions.

Does it cost anything to access the LRS website and the *Daily Bulletin*?

There is no charge to access any of the content on the LRS website, lrs.sog.unc.edu, which includes information on individual bills and the *Daily Bulletin*.

If it is free, why do I need to create an account?

You do not need to create an account to view any of the bill pages, bill summaries, or the *Daily Bulletin*. The LRS website, however, also includes "My Bills" and "My Monitors," which are personalized features. If you would like to use either of these features, you will need to create a free account. You can learn more about how to use "My Bills" in the "Track Bills" tutorial located here. More information on "My Monitors" can be found in the "Set Up Monitors" tutorial located here.

How do I create an account?

To create an account, click here. You will see a new page asking you to enter your information. We recommend using your email address as your username. Once you have entered your information, hit the Create New Account button. You will then be taken back to the LRS home page. At the top of the page, highlighted in green, you will see a message that says, "A welcome message with further instructions has been sent to your e-mail address."

Open the email sent to you at the email address associated with your account. It will contain a link that will take you to a page to set your password—note that the link is only good for 24 hours. Once 24 hours have passed, you will need to return to the LRS homepage and hit the "Request new password" link again and start the process from the beginning.

That link in your email will take you to a "Rest Password" page that says "Click on this button to log in to the site and change your password." Hit the "Log In" button. You will be asked to enter your desired password (if it is not already entered, you will be required to enter your first name, last name, job title, and county). Once you have done this, hit "Save."

After you hit save, the page will refresh, leaving you on that same reset password page. However, you will now see a green box at the top of the page that says "The changes have been saved." At this point you are also automatically signed into the website. If you would like to log out, select the log out link on the top left side of the page.

This account allows you to use the individual features on the LRS website, "My Bills" and "My Monitors."

What do I do if I forget my password?

Under the login box at lrs.sog.unc.edu, click on the "Request new password" link.

You will see a new page with a message at the top indicating that an email has been sent to you; you can close this page.

Open the email sent to you at the email address associated with your account. It will contain a link that will take you to the reset page—note that the link is only good for 24 hours. Once 24 hours have passed, you will need to return to the LRS homepage and hit the "Request new password" link again and start the process from the beginning.

That link in your email will take you to a page where you can enter a new password (you do not need to know your old one). You will also be required to enter your first name, last name, job title, and county. Once you have done this, hit "Save."

After you hit save, the page will refresh and you will see a green box at the top of the page that says "The changes have been saved." At this point you are also automatically signed into the website. If you would like to log out, select the log out link on the top left side of the page.

Who do I contact if I have technical difficulties?

Call the LRS staff at 919-733-2484.

What information about a bill can I find on the LRS website?

Each individual bill page provides the bill's short and long titles, sponsor name(s), the bill's current status, the bill's full action history, links back to the bill page on the North Carolina General Assembly website, and our staff summaries of the bill as filed and as it is changed. Some bill pages will also include comments concerning changes made to the bill's titles or to inform you of any identical bills that have been filed.

Why do some bill pages list multiple summaries?

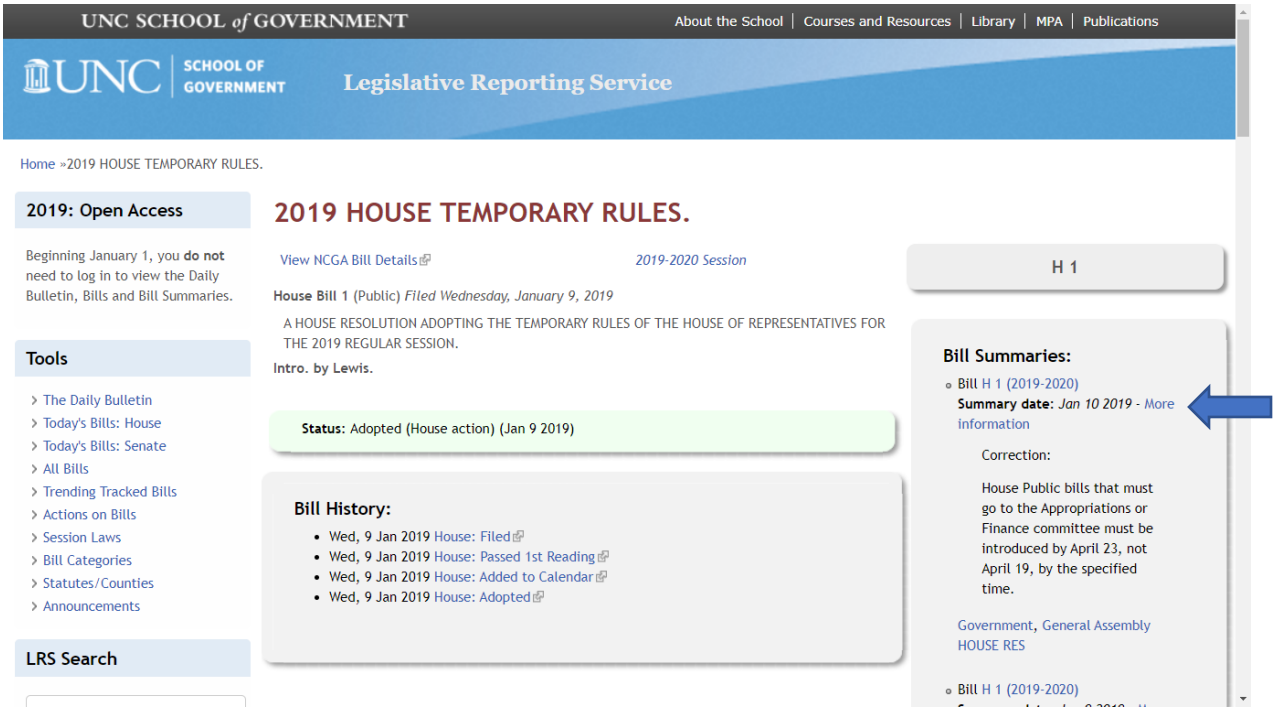
We write summaries when a bill is filed and any time a bill is changed. These changes can be made through committee amendments, committee substitutes, floor amendments, or conference reports. Each of these changes will be summarized in their own, separate summary. Some bills may not be changed at all after filing and will have only one summary; others may undergo multiple rounds of change and will therefore have multiple summaries. Summaries for bills that have undergone multiple rounds of changes will indicate whether the bill was changed via an amendment or committee substitute, as well as which chamber made the change.

What does "S.L." mean and why does it appear on only some bill pages?

"S.L." stands for "Session Law." Each bill that becomes law is assigned a session law number. Session laws are assigned chronologically, with the first part of the number reflecting the year in which the bill became law. So, for example, if Senate Bill 9 is the first bill of the year to become law in the year 2020, it will be assigned the number S.L. 2020-1. Once a bill becomes law and is assigned a session law number, we will update the bill's page to also include the session law number. If a bill does not include that number, it has not yet become law.

Is there a way to view summaries in a larger format?

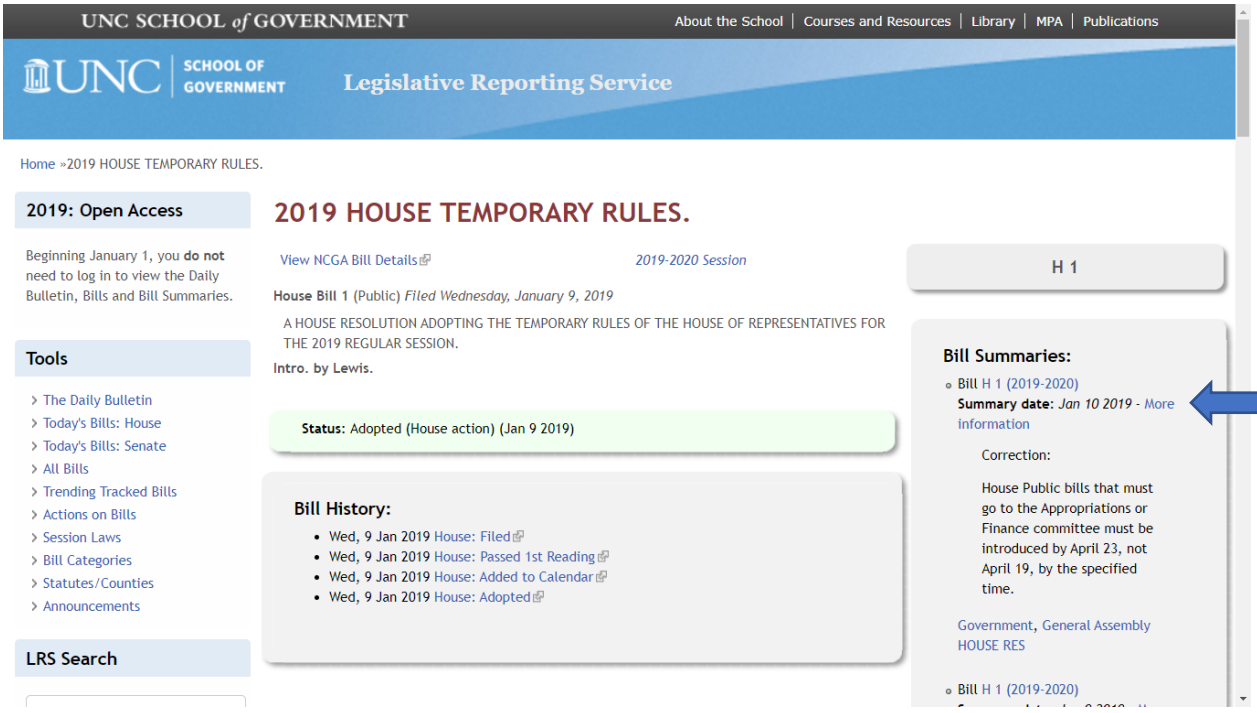
Yes. The summaries are listed on the right side of a bill page, with the most recent summary appearing at the top. In order to view an individual summary larger, click on the "more information" link located at the beginning of the summary, next to the summary date.



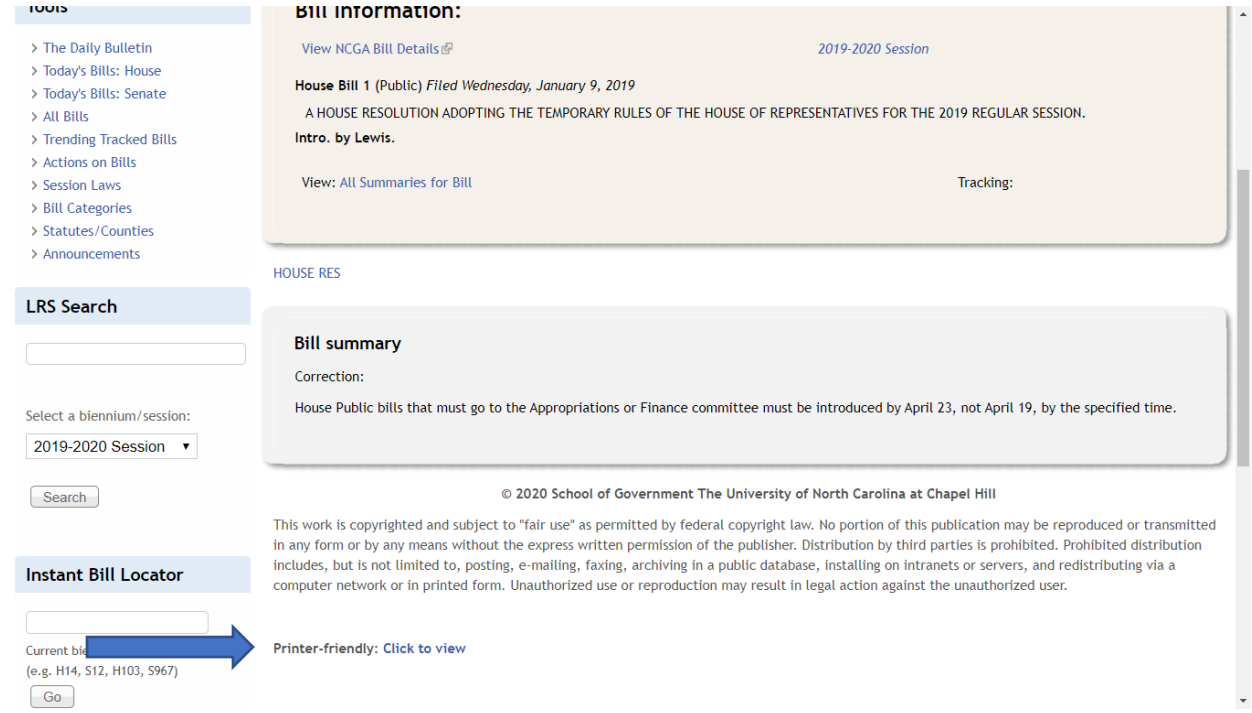
If you would like to view all of the summaries associated with the bill in a larger format, scroll down to the end of the summaries and click on the link that says "View: All Summaries for Bills," located at the bottom of the column of summaries.

How do I print summaries?

In order to print individual summaries for a bill, click on the "more information" link located at the beginning of the summary, next to the summary date.

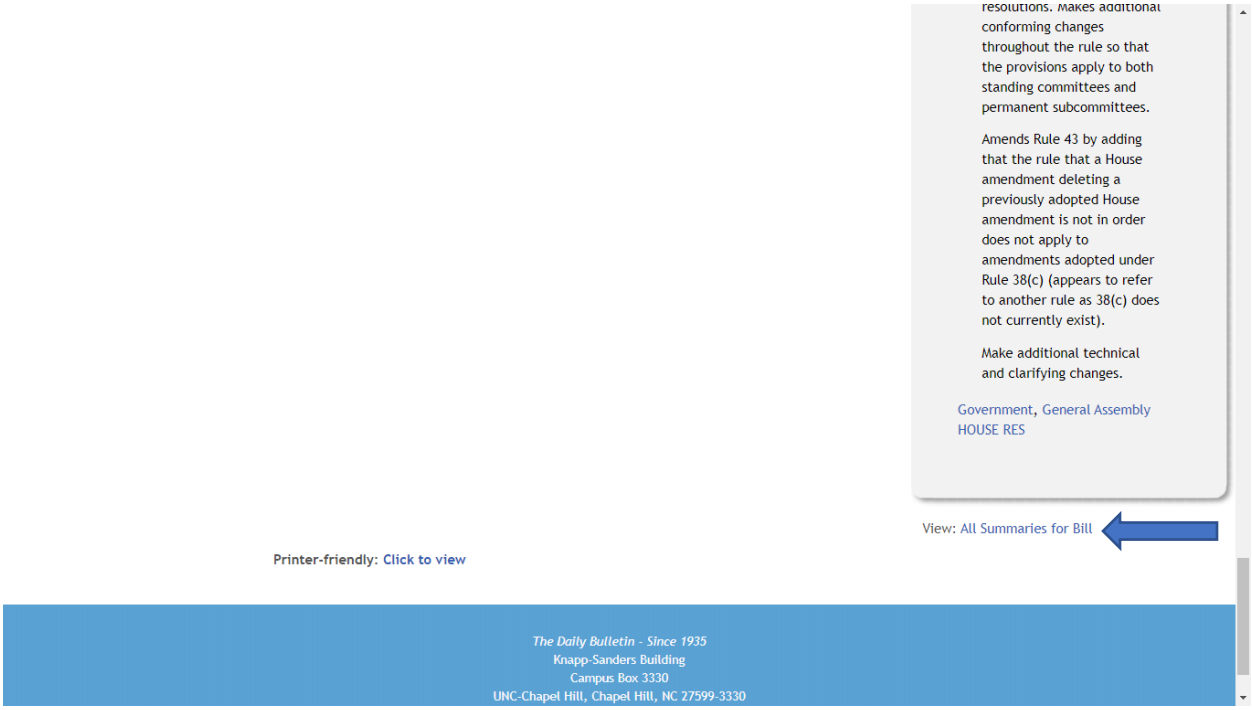


On the new page that opens, scroll down to the bottom of the page where you will see a link that says "Printer friendly: click to view." Click on the link; a new printer friendly page will open.



You can print by right-clicking on the page or going to the pull-down menu at the top of the page and selecting the print option.

In order to print all summaries associated with a bill, scroll down to the end of the column of summaries on the bill page and click on the link that says “View: All Summaries for Bills.”



On the new page that opens, scroll down to the bottom of the page where you will see a link that says “Printer friendly: click to view.” Follow the instructions above to print.

How often are summaries and the Daily Bulletin made available?

Our goal is to summarize bills and the changes made to bills on the day that the filing or change happens. Individual summaries are available on the LRS website, lrs.sog.unc.edu, as they are written. The *Daily Bulletin* is available once we are done with our work at the end of the day.

Do you send out alerts when new summaries are available?

No, we do not send out alerts when summaries are made available. Summaries are posted as they are written, so if there is a summary that you are searching for, we encourage you to check back often.

How can I receive the *Daily Bulletin* in my inbox?

You can have the *Daily Bulletin* emailed to you when it becomes available each day by joining our listserv. To join, click here. Once you have entered your information and hit the subscribe button, check your email; you will receive a message asking you to confirm your subscription request. Once you have clicked on that link to confirm your subscription request, the listserv administrator will add you to the listserv. If you do not receive the *Daily Bulletin* in your inbox by the next legislative day, let us know and we will help you with your request.

Can I track bills using your site?

We have a very simple bill tracking system that is similar to bookmarking a favorite page. We do not send out any kind of notification for bills that you are tracking. Our tracking system is referred to as “My Bills,” which allows you to keep track of bills you are interested in and allows you to sort them into four folders that can be categorized by subject or by your client’s interests. You can learn more about how to use “My Bills” in the “Track bills” tutorial located here. Because “My Bills” tracks your individual requests, you do need to create an account to access this feature.

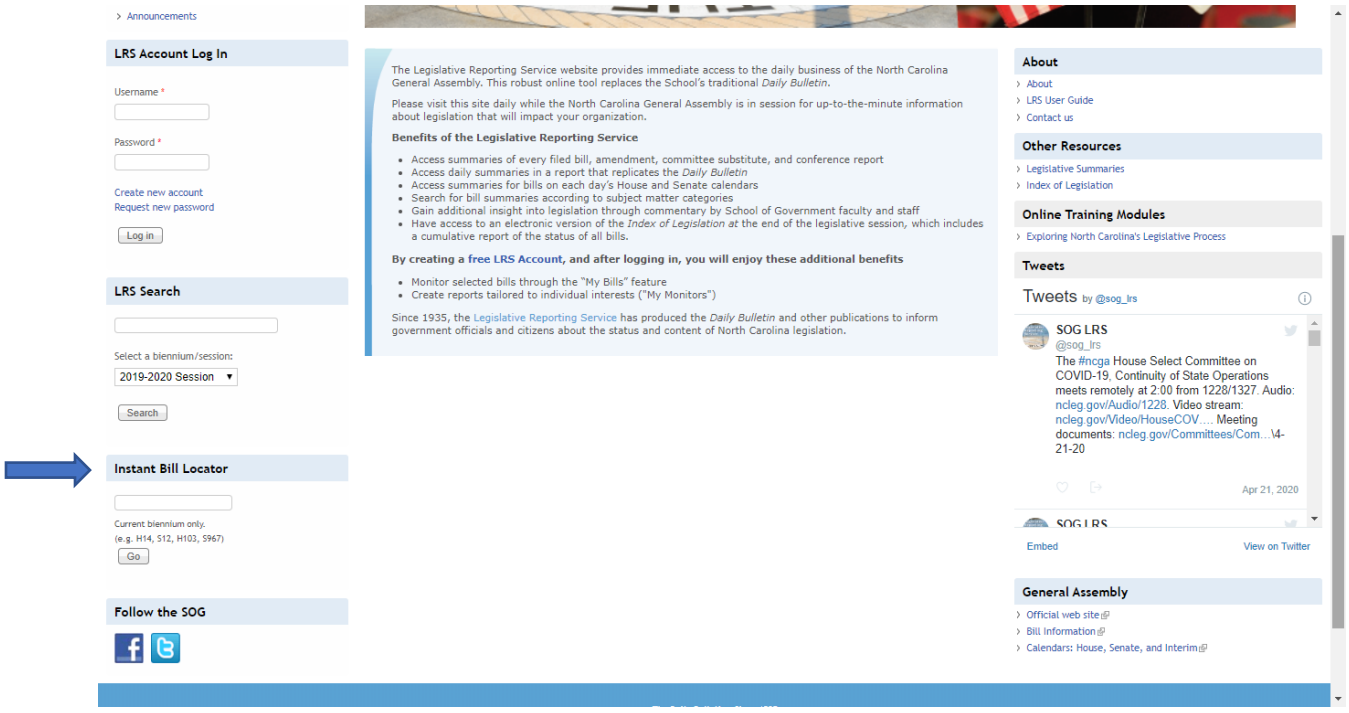
What are “My Monitors”?

The “My Monitors” feature allows users to create detailed searches. Users can save up to eight of these searches and search results will be updated each time the user logs into the site. More information on “My Monitors” can be found in the “Set Up Monitors” tutorial located here. Because “My Monitors” tracks your individualized searches, you do need an account to access this feature.

How do I search for bill summaries on the LRS site?

There are a number of ways to search the LRS site. The LRS Search Feature "Site Search" allows you to locate bills and bill summaries by number, bill sponsor, keyword, category, or any term in the bill's text. You can select the biennium to search within by using the biennium/session pull down menu. Search results can be resorted by date, relevancy, title, and type.

If you know the bill number, use the "Instant Bill Locator" to navigate directly to the bill page. The “Instant Bill Locator” is set to the current biennium and not will return searches for bills from previous sessions.



A more detailed overview of how to use the site’s search functions can be found in the “Search LRS” tutorial located here.

How far back can I search for bill summaries on the LRS site?

While the School of Government has been producing legislative summaries since 1935, our website archives go back to only 2011. We do have a number of years' worth of *Daily Bulletins* available electronically, so if you need a Daily Bulletin from before 2011, contact our office.

What are keywords?

For each filed bill, we review the bill and assign keywords based on topics addressed in the bill, statute chapters that are changed in the bill, and local governments that are specifically addressed in the bill. These keywords can change as the bill's content changes. On the LRS website (lrs.sog.unc.edu), you can view all summaries associated with a particular keyword (click here), or by statute chapter or county (click here). Reviewing bills according to their associated keyword can be helpful when conducting legislative research or identifying bills to track.

Am I allowed to share your summaries and the *Daily Bulletin*?

Please do not reproduce our materials without permission. The individual summaries and the *Daily Bulletin* are copyright-protected. If you wish to reproduce any of these materials, please contact our Director, Christine Wunsche, at wunsche@sog.unc.edu for permission.

What other resources are available on the LRS website?

Beyond the individual bill information and summaries and the *Daily Bulletin*, the LRS website (lrs.sog.unc.edu) also contains links to end of session summaries written by faculty members, the *Index of Legislation*, and links to our online training modules that provide NCGA-related training. The LRS website also includes our Twitter feed. Follow SOG LRS on Twitter for the latest news on North Carolina General Assembly committee meetings, chamber schedules, and more.