

How to set up legislative alerts using Texas Legislature Online (TLO)

Step 1: Navigate to the TLO URL: <https://capitol.texas.gov/Home.aspx>

[Policies](#) | [Accessibility](#) | [Texas.gov](#) | [Homeland Security](#) | [Statewide Search](#)

Step 2: Select “My TLO” from the top navigation pane, then select “Alerts”

Step 3: Select “new user” to register for an account, or log-in with your existing account. Be sure to use the email address that you would like to receive alerts.

The screenshot shows the 'Register for Account' page on the Texas Legislature Online website. The page has a dark blue header with the site logo and navigation links: Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. Below the header, there is a notice: 'Your e-mail software must be configured to allow e-mail from the sender tlc.state.tx.us otherwise it may get blocked by your e-mail filter.' The registration form includes fields for 'E-mail Address', a security question selection, 'Answer', 'Password', and 'Re-type Password'. A note states 'The password must be between 6 and 15 characters.' At the bottom of the form are 'Submit' and 'Reset' buttons. A privacy policy link is provided at the bottom of the page.

Step 4: Alerts can be set up for specific bills, calendars, committee meetings, subjects, and more. To set up alerts for information technology or other topics, select “subjects.” IT issues are primarily captured in the “electronic information systems” subject.

The screenshot shows the 'Bill Alerts' page on the Texas Legislature Online website. The page has a dark blue header with the site logo and navigation links: Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. Below the header, there are tabs for Bills, Calendars, Committee Notices, Committee Minutes, Subjects, and Adjournment. The 'Subjects' tab is selected. The page title is 'Bill Alert List' with links to 'My Bill Alerts Today' and 'Bill Alert Report'. Below this, it says '86th Legislature Regular Session' and 'Receive an e-mail alert when certain actions are added to entered bills. Enter the bill number, choose an action category, and enter an optional comment, and click **Add Bill**.' There is a form with a search icon, a 'Bill' input field, a 'Category' dropdown menu (currently set to 'Any category'), a 'Comment' input field, and an 'Add Bill' button.

Step 5: On the subjects page, expand the second panel to show the entire list of subjects. Select the subjects that you would like to receive notices about.

The screenshot shows the 'Subject Alert' page on the Texas Legislature Online website. The page has a dark blue header with the site logo and navigation links: Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. Below the header, there are tabs for Bills, Calendars, Committee Notices, Committee Minutes, Subjects, and Adjournment. The 'Subjects' tab is selected. Below the tabs, there is a note: 'Receive alerts when bills are assigned a specific subject. A maximum of 15 subjects may be selected.' The main content area is titled 'My Subjects (click here to view or hide my selected subjects)'. It lists 'The following subjects have been selected for your alerts:' followed by a list of subjects with checkboxes: Elections--Voting Systems, Electronic Information Systems, Retirement Systems--State Employees, Salaries & Expenses, Science & Technology, State Agencies, Boards & Commissions--Newly Proposed, State Employees, Sunset--Commission Bills, and Sunset--Recommended Reviews. At the bottom of the page, there is a button: 'Add Subjects to My List (click here to view or hide additional subjects)'.

Step 6: Clicking on the subject will show you all the alerts for you specified session:

Number of Bills: 172
[SB 31](#)

Author: Zaffirini | Birdwell | Creighton | Huffman | Hughes | et al.
Last Action: 11/12/2018 S Filed
Caption: Relating to establishing a guardianship abuse, fraud, and exploitation deterrence program.

You can set up a variety of alerts according to your preferences, e.g. by specific bill:

The screenshot shows the Texas Legislature website navigation bar with tabs for Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. Below this is a secondary navigation bar with tabs for Bills, Calendars, Committee Notices, Committee Minutes, Subjects, and Adjournment. The main content area displays a 'Bill Alert List' for 'My Bill Alerts Today' and 'Bill Alerts Report'. It shows details for the 86th Legislature, specifically bill SB 64, with its author (Nelson), last action (11/12/2018 S Filed), and caption (Relating to cybersecurity for information resources).

It may also be helpful to create lists and organize various bills into categories:

The screenshot shows the 'Texas Legislature Online Bill Lists' section. It features a navigation bar with tabs for Home, My TLO, House, Senate, Legislation, Search, Committees, and Calendars. A dropdown menu is open, showing options for Bill Lists, Alerts, Saved Searches, Mobile Device Support, and RSS Feeds. Below the menu is a form to create a new list, with fields for 'Bill List Name' (containing 'Cybersecurity') and 'Description' (containing 'Cyber-related bills 86R'), and a 'Create' button.



- * Please enter a bill list name.
- * Please enter a bill list description.

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" value="Cybersecurity"/> *	<input type="text" value="Cyber-related bills 86R"/> *	<input type="button" value="Create"/>