

How to... Set Up a Measure Tracking List

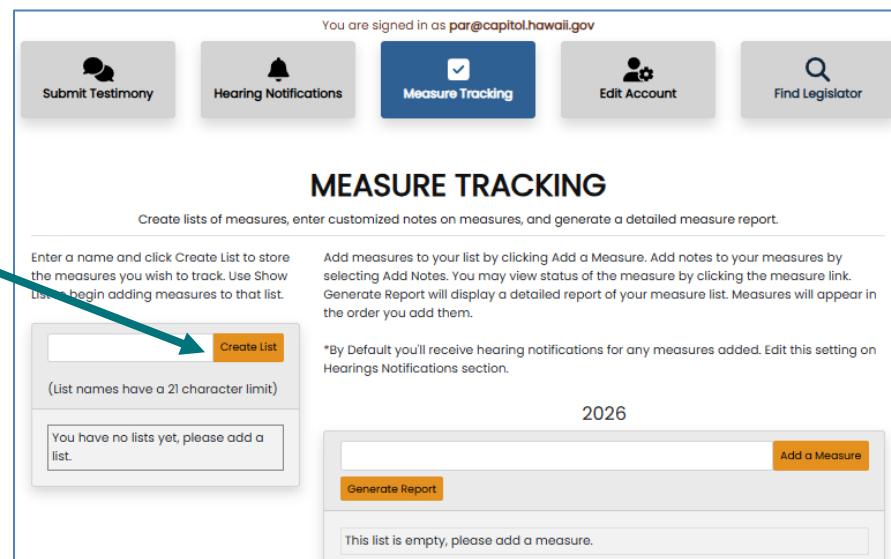
The "Measure Tracking" feature offered on the legislature's website allows you to create lists of measures you're interested in and easily view the status of numerous measures at one time. It's also a great tool for sharing information.

Note: The term "measures" includes bills, resolutions, Governor's Messages, and Judicial Communications.

1. Go to the [Legislature's website \(capitol.hawaii.gov\)](http://capitol.hawaii.gov), click on [Log In](#) (upper right corner), and enter your email address and password.* (If this is your first time using an interactive feature on the website, see footnote on next page.)
2. From the menu bar at the top of the page, click on **Measure Tracking**, or select it using the drop-down menu under the **Participate** tab.



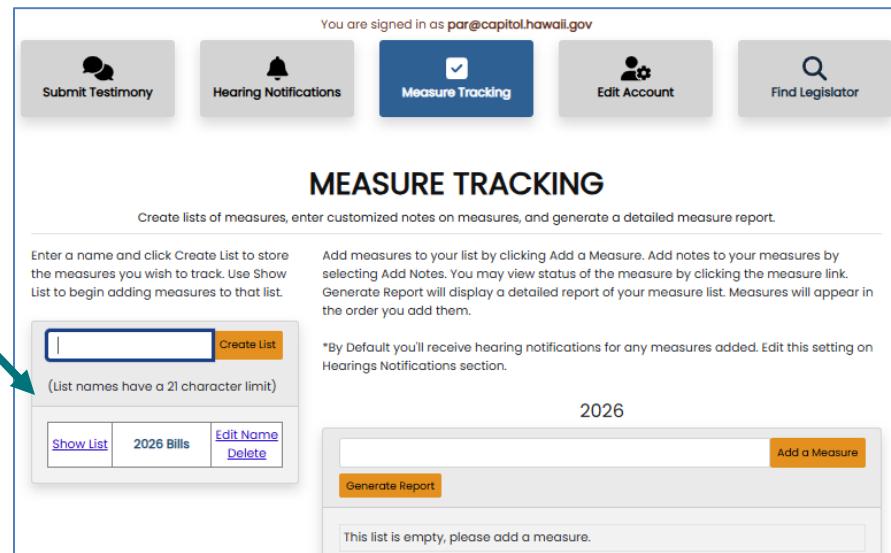
3. First, you'll need to create a list. The list name is up to you – just enter the name in the box on the left and then click on **Create List**.



4. The name you chose will appear below the box. (You can create more than one list, but for most people one list works just fine.)

Now, next to your list name, click on **Show List**.

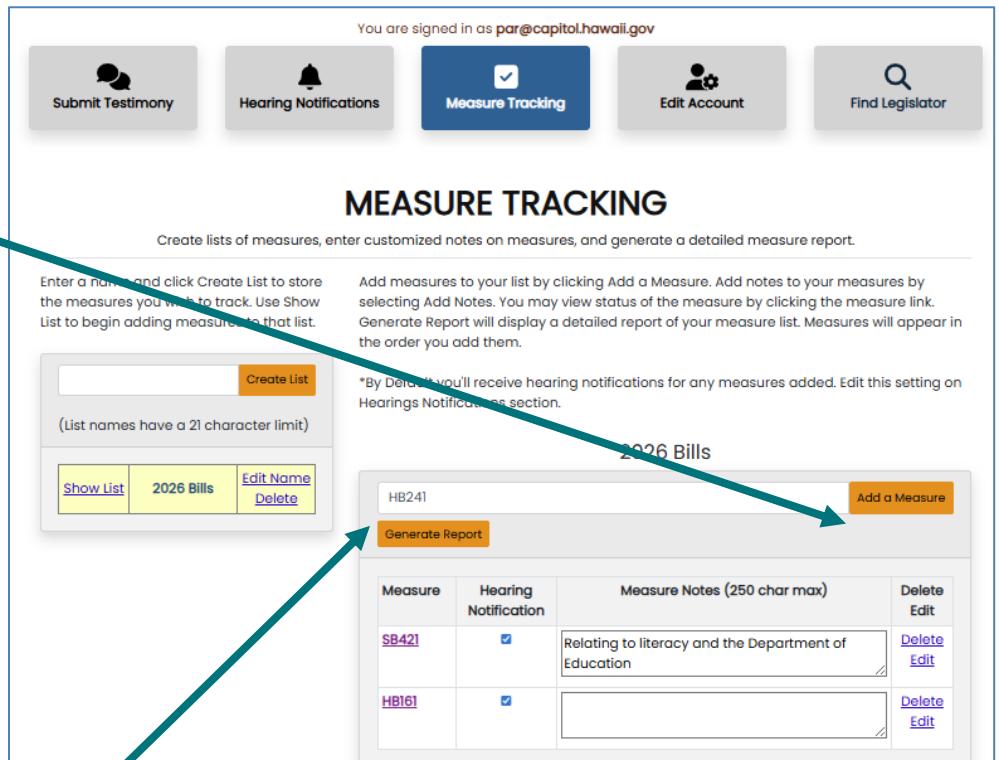
Your list name now appears in the right column. Your list is empty, so you'll want to add measures to it.



5. In the box in the right column, **enter a measure number** in the space provided and click on **Add a Measure**.

Repeat this process until you've added the measures you'd like to follow. If you'd like to add a batch of measures, just type them in one after another and separate the measure numbers by a comma. Don't include periods, spaces, or draft numbers.

Option: You can Add Notes for any measure on your list to annotate your report – the notes will appear as a column of the report.



You are signed in as par@capitol.hawaii.gov

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MEASURE TRACKING

Create lists of measures, enter customized notes on measures, and generate a detailed measure report.

Enter a name and click Create List to store the measures you want to track. Use Show List to begin adding measures to that list.

Add measures to your list by clicking Add a Measure. Add notes to your measures by selecting Add Notes. You may view status of the measure by clicking the measure link. Generate Report will display a detailed report of your measure list. Measures will appear in the order you add them.

*By default, you'll receive hearing notifications for any measures added. Edit this setting on Hearings Notifications section.

2026 Bills

Measure	Hearing Notification	Measure Notes (250 char max)	Delete Edit
SB421	<input checked="" type="checkbox"/>	Relating to literacy and the Department of Education	Delete Edit
HB161	<input checked="" type="checkbox"/>		Delete Edit

6. To create your report, click on **Generate Report**. The report provides a wealth of information, showing the measure's description and the latest status and date it occurred. On the report, the .pdf symbol on the left of each line opens the latest version of the measure, the measure number itself links to the measure's status page. You can **sort the report by the column headers** – just click a column header to change the order the measures appear. This function is especially helpful to find which items have seen activity since you last viewed the report (double-click on the "Current Status" header to bring most recent activity to the top) or to list the measures in numerical order (click on the "Measure" column header).
- Tip: If you'd like to print the report or save it as a .pdf, use the landscape orientation for best results. Reports can also be exported in Excel or .csv database formats.*
7. **Check your measure tracking list often** to stay on top of things. Just "Log In," select "Measure Tracking" under the "Participate" tab, then "Show List" and "Generate Report." As session progresses, generate your report as often as you want, you can also easily add or delete measures from your list.

A few notes on tracking:

- When searching for measures to put on your list, keep an eye out for "companions" (identical measure content introduced/offered in a different chamber) as well as measures that are similar.
- The measure status page will not say, "this bill is dead" (the closest you'll get is the measure being "deferred" or "held" with no future date provided). The Public Access Room (PAR) website (lrb.hawaii.gov/par) has, under its Current Legislature tab, the legislative calendar and a "Which Deadlines Apply to My Bill?" chart. These can help you understand the deadlines. And remember, PAR is here and happy to help!
- To set-up email alerts so that you'll know when a measure you're tracking is scheduled for a hearing, select "Hearing Notification" under the "Participate" tab. **New for 2026:** check the box on the Measure Tracking list.

* If this is your first time using the site's interactive features, you'll need to register. Click [Register](#) (upper right in the corner of the page), enter your name, email, and password; agree to the terms; then confirm your account via the email sent to you. This is a one-time step; afterwards, simply log in with your password.