GOVT 452 Legislative History Research Part 1: Identify the Bill behind your Agency

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By completing this worksheet, you will:
- identify the Bill number of the law that created your agency
- answer questions 1, 2, 7 and 11 of Assignment 2.

The steps on this worksheet are also explained on the online guide for Assignment 2:
http://infoguides.gmu.edu/govt452

You MUST complete this assignment by the beginning of class on February 11. You will use your answers from this worksheet in the library workshop that day.

Step 0: Choose your agency

Write the name of your agency here: __________________________________________

Step 1: Find your agency in the US Government Manual

Follow this online tutorial to locate your agency in the U.S. Government Manual:
http://bit.ly/1ORppX6

Who is the head/chair/director/secretary of your agency? (for q. 11):

________________________________________________________________________

Scroll down to the block of text below the list of personnel

What kind of agency is this? (for q. 2. Possible answers include: Independent regulatory agency, Cabinet department, agency within an agency)

________________________________________________________________________

Write the name of the law that created your agency here (for q. 6):

________________________________________________________________________

Record the U.S. Code citation for your law (for q. 7): _______ U.S.C. _________
Step 2: Take the name of your law and locate its citations

Follow this tutorial to use the Citation Checker in Proquest Legislative Insight: http://bit.ly/1Q0yI61

Record the following information for your law. Refer to the citation cheat sheet for help decoding these numbers.

Public Law number (for q. 7): PL__________

Statutes at Large citation (for q. 7): ______ Stat. ________

Enacted Bill number (for q. 6): ______ HR or S ________

Date [law was passed] (for q. 6): __________________

Congress session (for q. 6): _____ - _____

You now have all the information you need to begin your legislative history (question 6).