Welcome

By using this tutorial, you will learn how to use HeinOnline to locate an action taken on a particular date in the Congressional Record.

START THE TUTORIAL BY CLICKING THE ARROW BELOW

This tutorial will use 93 H.R. 11510 as an example throughout.

Locate the Congressional Record in HeinOnline

1.) Scroll down the Browse Collections list until you see U.S. Congressional Documents.
2.) Click the link to expand the list of U.S. Congressional Documents.
3.) Click Congressional Record.

Select the relevant version of the Congressional Record

1.) Scroll down a little to see the listings for Congressional Record (this is the "bound edition") and Congressional Record Daily. Notice that the date ranges overlap.
2.) Use the Congressional Record (bound edition) if it covers your Bill. Otherwise select the Daily edition.

Browse to the relevant part of the Congressional Record

Clicking on the Congressional Record link should have pulled up a list of volumes, with the most recent volume at the top.
1.) Browse through the list until you reach the relevant year of the Congressional Record (the year your Bill was introduced and/or passed).

2.) Click that volume of the Congressional Record, then browse to the right date range.

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Keep drilling down to your date & House/Senate

1.) Use the Table of Contents in the left margin to navigate to the right day, then to the relevant chamber (House or the Senate).

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Locate the action on your Bill

Now locate the action on your Bill.

***TIP: Pull up the Single Page View of this tutorial in another window--the search will close out the guide***
1.) Locate the search symbol above the document & click to open the dialog box.

2.) You have two options at this point:
   a.) Enter your Bill number in the search box and click search.
   Note: There may be several pages that refer to your Bill. Look at the search results to figure out which one shows the action of interest (e.g. introduction of the Bill).

   OR

   b.) You can also search for words associated with the action in question. For example: you can find the introduction of Bills by entering the word *severally* in the search box BECAUSE the Cong. Rec. section on the Bills introduced typically begins "Public Bills & resolutions were introduced and severally referred as follows." Then browse to your Bill.

Find the page number on which the action occurs

Once you find your action, find the page number at the top left or top right corner.

Congratulations (or get more help)

You should now be able to navigate the Congressional Record in HeinOnline to find an action that occurred on a particular date. You can now complete Assignment 2!
If you have any questions, please contact Helen at hmcmanus@gmu.edu
Feedback

What did you think of this tutorial?

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