

MONTANA QUICK TIPS: PROVIDING VIRTUAL TESTIMONY

It's important that our legislators hear from us, but between Montana winters, COVID, and busy schedules, going to the State Capitol may not be possible. Fortunately, this year Montanans can testify virtually from a computer or a phone. Here is a quick list of what you should know.

FIND THE HEARING

1



You can find the bill number and hearing date by going to the legislative website leg.mt.gov. Select Laws & Bills from the menu and click 2021 Session Bill Look Up from the drop down menu. Then enter the bill number to find the hearing. You can also call Legislative Services to find the bill number and hearing date at (406) 444-4800.

SIGN UP ON TIME

2



To provide virtual testimony, you'll need to sign up online by 5 pm the day before the hearing at leg.mt.gov/publictestimony. Be sure to select yes when asked if you'd like to testify via Zoom. In case of any technical difficulties, legislative staff asks that you provide a brief overview of your comment on the form.

CHECK YOUR EMAIL

3



After you sign up to give virtual testimony using the form on the legislative website, you'll receive an email confirmation that will include the link to the Zoom meeting.

RAISE YOUR HAND

4



Log into the committee hearing at the time specified in your email confirmation. When it is time for public comment, use the Raise Your Hand function in the Zoom meeting. Once you've done that, the Committee Chair will call on those who have signed up to give public comment in the order that they "raised their hands."

SPEAK UP

5



When your name is called, your microphone will be unmuted. Be sure to speak slowly and clearly into whatever microphone you are using. You can choose to have your camera on or off when giving virtual testimony. Start by saying your name, spelling your last name, and whether you support or oppose the bill. Then proceed with your testimony and try to limit it to two minutes.