

This information is for those with administrator access to the site.

1. ADMINISTRATION. At the bottom of the page you will see an 'Administration' link. If you click on it when you are logged in as an administrator, you will see that it provides an additional extensive menu of editing options. An important example is the ability to delete and edit committees. Not all of these tools are currently functional. If you need something, let us know.

2. MANAGING LEGISLATION. As the administrator, you have automatic access to all of the e tools available to members, committee leaders and the chamber leader. This gives you the ability to move a piece of legislation at any stage if needed.

3. ASSUME STUDENT VIEW. As the administrator, the site looks different. For example, current votes are visible on students’ home/profile pages. You do not see the scheduled votes as the administrator (although you can confirm that they have started on the leader’s desk/schedule vote page). However, you can assume any student’s account from your own home page. When you are finished, click the ‘revert’ option at the top of the website by your name, to return to your administrator view.

4. VOTING OVERRIDE. The process for bringing bills to the floor is hard-wired in LegSim. In the House bills can only be brought up based on their order on the calendar in the absence of the adoption of a special rule. In the Senate, a motion to proceed must be passed (which is subject to filibuster). However, the administrator’s view of the ‘schedule vote’ page on the leader’s desk) differs from the student view. The administrator can simply schedule a vote on any bill at any time.

When you have questions or suggestions, let us know at support@legsim.org