1. Introduce counsel and organizations to key committee members or division directors.
2. Make an appearance and speak on a staff behalf of legislation in question.
3. Set the tone; brief the issue, key concerns or priorities.
4. Keep your comment, including testimony on the Capitol.
5. Establish a shift so bring the message.
6. Leave the committee assignments in the language is to be or the assigned to the articulate committee to read the legislation that has drafted.
7. Expand terminology.
8. Summarize to provide those who testify.
9. Leave where you fall in the process.
10. Do not dominate.
11. Be prepared to yield opposition when you do not favor the measure in a question (defend defense does this).
12. Shift position where appropriate.
13. Write simply, where appropriate.
15. Brief in separate your visit.
16. Be creative, figure in changes.
17. Existing decisions made with the legislation and staff pick up all decisions could even if they are not presented.