



## Making an eComment

NOTE: You will be required to set up an account to use this feature. Anonymous comments are not allowed.

1. Access the **Meeting Agenda**:  
<https://uptexas.granicusideas.com/meetings> and click on View Agenda  
OR  
<https://uptexas.legistar.com/Calendar.aspx> and click on eComment (right side)
2. Click **Comment** next to the appropriate agenda item. The eComment form will become available for that agenda item.
3. Enter your comments in the field provided. There is a 500 character limit. (A running counter displays how many characters are remaining as you type.)
4. Click **Submit Comment**.
5. You will be required to set up an account: First Name, Last Name, and Email Address.
6. Following setting up your account, you will receive a verification email. This email needs to be accessed to verify the email. Once your account is verified, please log Username and Password for future access.
7. **View Comments** allows users to view comments made on individual agenda items by other residents.