

Remote Check-In Training

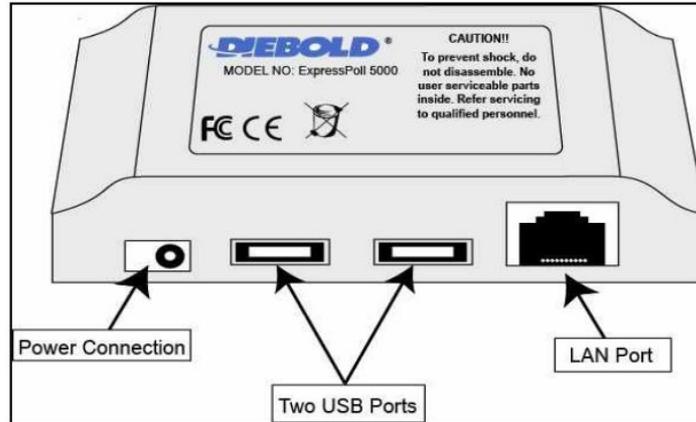


Monday Night

- Prepare yourself at home for a long day of work.
- Remember to prepare food, medicine, layers of clothing, cushions, and any other items you may need to create a comfortable work environment for yourself.
- You will **not** be required to appear on Monday Night for polling place setup.

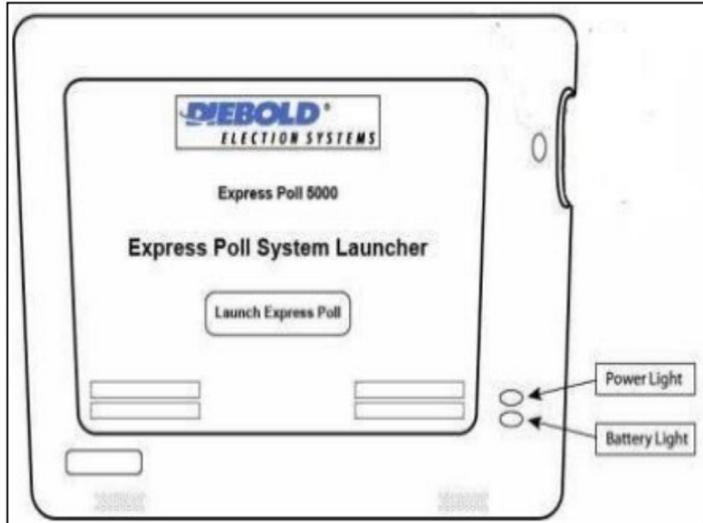
Tuesday Morning

- Arrive at 6 AM for your assignment.
- Double-check all cords are plugged in to the pollbook and all pollbooks are set up in a way that works for you and your team.



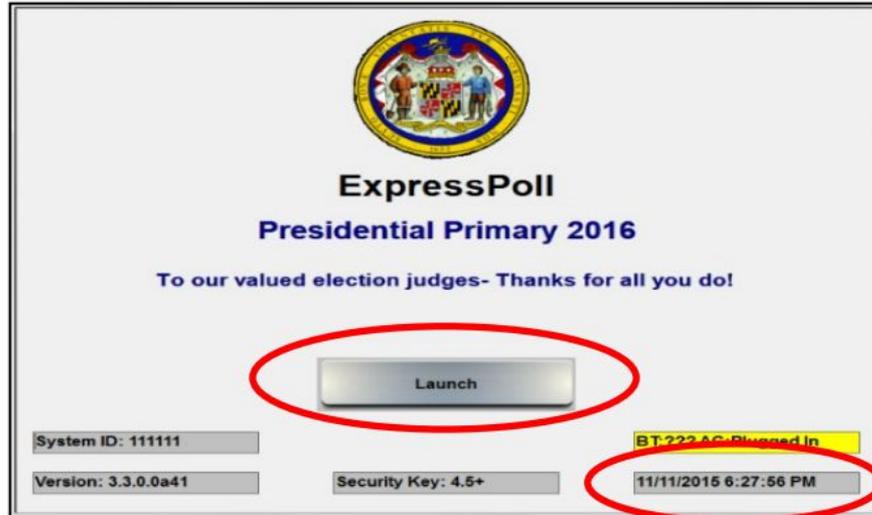
Tuesday Morning

- After checking all cables are connected, power on the pollbook.



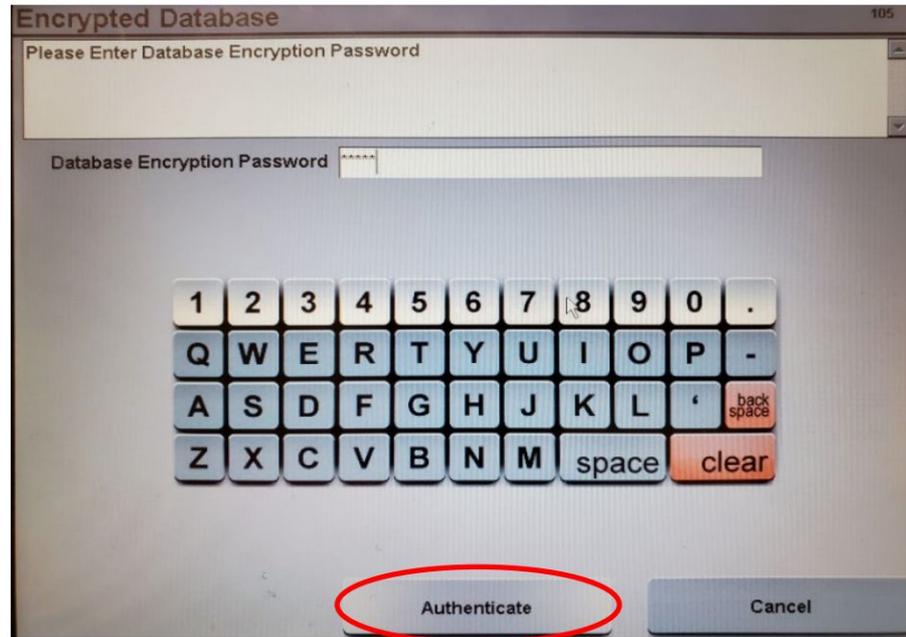
Tuesday Morning

- Ensure the date and time are correct and press “Launch” when the button appears on the screen.



Tuesday Morning

- The next screen you will see after launch will be the authentication screen.



Tuesday Morning

- Ensure that the location is correct on the screen that follows the Authentication screen. If it is correct, press “OK, this is the correct poll”
- After loading in to the main screen, check to make sure all numbers are “0” and if they are, press “Open the Polls”

The screenshot displays the 'Main Screen' of a poll management system. At the top, there are navigation tabs: 'Manage Polls', 'Issue Ballots', 'Precinct Details', 'Manage System', and 'Status'. Below the tabs is a blue instruction box with text about opening and closing the polls. The main content area is divided into two sections. On the left, under the heading 'Statistics', there are four rows of data: 'Standard BACs' with a value of 0, 'Provisional Voter BACs' with a value of 0, 'Standard Ballots' with a value of 0, and 'Provisional Ballots' with a value of 0. This entire statistics section is circled in red. On the right, there are several input fields: 'Consolidation Number' (09001001), 'Poll Status' (CLOSED), 'Poll Opening Time' (7:00AM), 'Poll Closing Time' (8:00PM), '# of Registered Voters' (2601), and 'Bulk Update Date'. At the bottom, there are three buttons: 'Open the Polls', 'Daily Closing Step #1 Close the Polls', and 'Daily Closing Step #2 Archive & Close Down'. The bottom status bar shows 'BT:?? AC:Plugged In', 'Voted: TOT 0', and the date/time '11/18/2015 1:15:54 PM'.

Main Screen 130

Manage Polls | Issue Ballots | Precinct Details | Manage System | Status

****Opening**** When authorized by Chief Judges, tap "Open the Polls." Tap "Continue" on the pop-up screen that shows "Print Ballot Counts" and "Print Voter Counts." Verify that all totals are 0. Tap the "Issue Ballots" tab then "Search Voter Roster" to begin checking-in voters.

****Closing**** When authorized by Chief Judges, tap "Step #1-Close the Polls." Print the

Statistics

Ballots | Voters | SDR Counts |

Standard BACs 0

Provisional Voter BACs 0

Standard Ballots 0

Provisional Ballots 0

Consolidation Number 09001001

Poll Status **CLOSED**

Poll Opening Time 7:00AM

Poll Closing Time 8:00PM

of Registered Voters 2601

Bulk Update Date

Open the Polls

Daily Closing Step #1
Close the Polls

Daily Closing Step #2
Archive & Close Down

BT:?? AC:Plugged In Voted: TOT 0 11/18/2015 1:15:54 PM

Tuesday Morning

Main Screen 130

Manage Polls | **Issue Ballots** | **Precinct Details** | **Manage System** | **Status**

****Opening**** W
the pop-up sc
totals are 0. T
voters.
****Closing**** W

Tap Continue to print reports.

Print Ballot Counts

Print Voter Counts

Continue

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Open the Polls

Daily Closing Step #1
Close the Polls

Daily Closing Step #2
Archive & Close Down

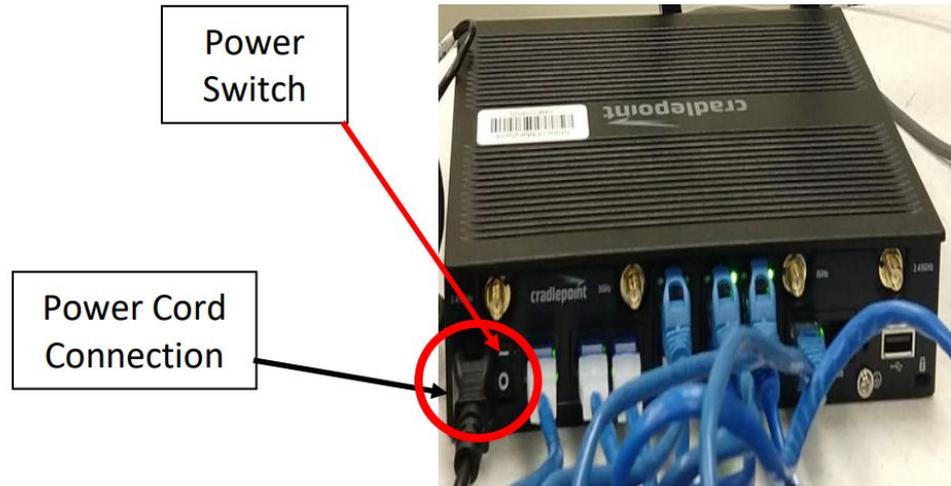
BT:??? AC:Plugged In

Voted: TOT 0

11/18/2015 1:19:33 PM

Tuesday Morning

- Your polls are now open. At this point in time, check the network connection between your pollbooks and the Cradlepoint Router. All networking should be finalized now.



Tuesday Morning

- These are the ports for the antennae to connect to on the back of the Cradlepoint Router



Tuesday Morning



Tuesday Morning

- Connect the pollbooks using the networking cables to any of the green highlighted ports



Tuesday Morning

- Your set-up process is complete. Wait for the Chief Judges to officially announce the start of the election before checking any voters in.

Find Voters Screen

Find Voters

205

Ask the voter to state his or her name. Enter the first 4 letters of the voter's LAST NAME, then the first 3 letters of the FIRST NAME. A list of voters' names will appear on the screen. The list will get shorter as you add more of the voter's information.

When you see the voter's name on the list, ask the voter to state his or her MONTH AND DAY OF BIRTH then tap on that voter's row to continue.

If TOO MANY voters are found, enter the MONTH and DAY of the voter's DATE OF BIRTH, and MIDDLE INITIAL. If NO VOTERS are found, check the spelling or tap the "Search State" button. If you don't see the voter's last name in the list, enter more letters of the last name.

If the voter's name is not found at all, call for a chief judge for assistance.

To find a voter by address or by Voter ID Number, tap the "Find by Address" or "Find by ID" tab.

Find by Name

Find by Address

Find by ID

Last Name

First Name

Zip Code

Middle Init.

Birth MMDD

Search Precinct/EV

Search State (add mi)

Clear ALL

Voter Not Found
Issue Ballot

Return to
Main

Locating the Voter Roster Screen

The screenshot displays a software interface titled "Main Screen" with a user ID of "130" in the top right corner. A horizontal menu bar contains five items: "Manage Polls", "Issue Ballots", "Precinct Details", "Manage System", and "Status". The "Issue Ballots" item is circled in red. Below the menu is a large light blue text box containing instructions: "Use only letters A - Z for lookup. (No hyphens, spaces or apostrophes).", "*** USE '4 & 3' for Faster Lookup! ***", and a numbered list: "1) Enter the FIRST 4 LETTERS of the LAST NAME.", "2) Enter the FIRST 3 LETTERS of the FIRST NAME.", "3) Confirm the voter's DATE OF BIRTH." Below these instructions, it says "Tap the 'Search Voter Roster' button to check in voters." and "The 'Find Polls' button is used to find a polling place based on the voter's street address." At the bottom of the screen, there are two buttons: "Search Voter Roster" and "Find Polls". The "Search Voter Roster" button is circled in red. The bottom status bar shows "BT:??? AC:Online", a voting summary "Voted: DEM 0 REP 0 NON 0 TOT 0", and a timestamp "10/29/2013 10:35:20 AM" with social media icons.

Main Screen 130

Manage Polls | **Issue Ballots** | Precinct Details | Manage System | Status

Use only letters A - Z for lookup. (No hyphens, spaces or apostrophes).

*** USE "4 & 3" for Faster Lookup! ***

- 1) Enter the FIRST 4 LETTERS of the LAST NAME.
- 2) Enter the FIRST 3 LETTERS of the FIRST NAME.
- 3) Confirm the voter's DATE OF BIRTH.

Tap the "Search Voter Roster" button to check in voters.

The "Find Polls" button is used to find a polling place based on the voter's street address.

Search Voter Roster Find Polls

BT:??? AC:Online Voted: DEM 0 REP 0 NON 0 TOT 0 10/29/2013 10:35:20 AM

Checking In a Voter

- There are three questions you must ask a voter to verify their identity for a general election:
 - Name
 - Address
 - Month and Day of Birth
- Search for a voter using the 4:3 method:
 - First four letters of last name
 - First three letters of first name
- Use the answers for address and birth to verify their information is correct

Checking In a Voter

Find Voters 205

Name	Address	County	DOB	Status	Issued	Party
Linc Abraham Quincy	Main St APT A Anytown 12345	Anne Arundel	03/01 /1802	Active	None	REP

1 voters found.

Find by Name | **Find by Address** | **Find by ID**

Last Name | First Name | Middle Init.

Zip Code | Birth MMDD

Search Precinct/EV Count
 Search State (add mi)

BT:??? AC:Online | Voted: DEM 0 REP 0 NON 0 TOT 1 | 10/1/2013 1:26:06 PM

Checking In a Voter

- After verifying the information for the voter is correct, select their record by tapping any of their information at the top of the screen.

The screenshot shows a 'Voter Record' form with the following fields and values:

Voter Record		260
Linc Abraham Quincy	Main St APT A Anytown 12345	
Voter Details Identification Voter History Precinct Details		
Confirm that this is the correct voter. Verify name, month & day of birth, and address. If the voter's information is "Confidential", do NOT ask the voter to provide his or her address. If any voter information is incorrect, follow procedures in Chapter 8 of the Election Judges' Manual.		
Precinct	001-001-1	DOB 5/2/1842
Registered name:	Linc, Abraham Quincy	Party Republican
ID Require		Status Active
Issued	None	
Comments CONG=03; LEGIS=32; COUNCIL=001		
Issue Standard Ballot	Issue Provisional Ballot	Go Back
BT:???	AC:Online	Voted: DEM 0 REP 0 NON 0 TOT 0
12/12/2013 10:30:28 AM		

A red circle highlights the name and address fields at the top. Another red circle highlights the DOB field. A callout box labeled 'REVIEW AND CONFIRM' has arrows pointing to the DOB field and the name/address area.

Checking In a Voter

- If this is the first voter you have checked in today, you will need to sign in to the pollbook.

The screenshot shows a software interface titled "Voter Record" with a user ID of "260". On the left, there are fields for "Linc Abraham Quin" and "Voter Data". A blue box contains the text "Confirm that voter's information is correct. If any voter information is incorrect, please contact the pollbook." Below this, the "Precinct" is set to "001" and "CONG=03; L". A central text box prompts "Please enter your name." Below it, the "Judge's Name" field contains "JSmith", which is circled in red. A virtual keyboard is overlaid on the screen, featuring numeric keys, letters, a backspace key, a clear key, and OK/Cancel buttons. At the bottom, a status bar shows "BT:?? AC:Online", "Voted: DEM 0 REP 0 NON 0 TOT 0", and the date/time "11/5/2013 3:19:48 PM".

Checking In a Voter

VOTER AUTHORITY CARD
Presidential General Election 2012

Linc. Abraham Quincy
Main St APT A. Anytown 12345
DOB: 5/2/1842
ID#: 3 Party: Republican
DIST/PREC: 001-001-1. CONG=03; LEGIS=32; COUNCIL=001
EPB Number: 018797
Ballot Style: 2
Issued: 12/16/2013 09:45:03 Issued By: ABIGAIL G
Reason: 0

IMPORTANT
If your address or other information has changed, please
request the Voter Update Form from an election judge.

Please sign in the space below.

Voter Signature
V
Check-in Judge Initials: _____
C
V Ballot Issuing Judge: _____ Voting Judge _____

D DO NOT REMOVE THIS CARD FROM THE POLLING PLACE.
* *****

Ask voter to review information.

Voter signs here if information is correct.

Check-in judge initials here.

Checking In a Voter

- Direct the voter to follow the arrows or lines on the ground to Ballot Issuance.

Voter Update Form

State of Maryland – Voter Update Form

Note: Have the voter fill out the applicable section and sign and date at the bottom.

Voter Information	Election Judges fill in this section: _____ Voter ID # Last Name First Name Middle Name Date of Birth
Change of Address	<input type="checkbox"/> Check here if you moved within 21 days of the election. Provide your new address below: Residence Address: _____ NOTE: If you moved more than 21 days before election day, you have two choices: Mailing Address (if different): _____ Go to an early voting center in your county or your new precinct on election day, OR vote a provisional ballot here. If you vote a provisional ballot here, only those contests for which you are eligible to vote will be counted. City, State ZIP: _____ Telephone Number: (Day) _____ (Evening) _____
Change of Name/Date of Birth	_____ Last Name First Name Middle Name Date of Birth
Change of Party Affiliation	For future elections, I want my party affiliation to be: <input type="checkbox"/> Democratic Party <input type="checkbox"/> Republican Party <input type="checkbox"/> Bread and Roses Party <input type="checkbox"/> Unaffiliated (independent of any party) <input type="checkbox"/> Other-Specify: _____
Identification Information	<i>Election Judge Use Only</i> – ✓ Indicate the type of ID provided only if "ID required" is specified on the VAC or precinct register. Photo ID – There is no requirement that the photo ID have an address or, if there is an address, that the address match the address on the VAC or this form. Non Photo ID – The document must be current (dated within the last 3 months) and must contain the same name and address as listed on the VAC or this form. <input type="checkbox"/> Maryland Driver's License or MVA ID Card - # _____ <input type="checkbox"/> Utility Bill <input type="checkbox"/> Pay Check <input type="checkbox"/> Other Photo ID –Type _____ <input type="checkbox"/> Bank Statement <input type="checkbox"/> Government Check <input type="checkbox"/> Other Government Document – Type _____
Death Notice	I, _____, confirm that the voter listed above is deceased and therefore request that the voter's name be removed from the voter registration records. Print Name Relationship to the deceased: _____
Signature of Voter	I affirm under penalty of perjury that the information on this form is true and correct. _____ Signature of Voter Date

Change of Party

Find Voters

205

Name	Address	County	DOB	Status	Issued	Party
KLEIN Bradley Joseph	11129 Wood Elves Way Columbia 21044	Howard	04/21 /1985	Active	None	REP
KLEIN Brian David	10054 Fox Den Rd Ellicott City 21042	Howard	05/15 /1975	Voted By Mail	None	REP
KLEINER Brian Scott	6193 Greenblade Garth Columbia 21045	Howard	07/09 /1955	Voted By Mail	None	DEM
KLEINHEBRON Brean D.	13238 Highland Rd Highland 20777	Howard	11/25 /1993	Active	None	DEM
KLEINHEN Brooke Emily	8772 Susini Dr Laurel 20723	Howard	09/03 /1998	Active	None	REP
KLEINHEN Bryan William	8772 Susini Dr Laurel 20723	Howard	04/11 /1969	Voted By Mail	None	REP

6 voters found.

Find by Name

Find by Address

Find by ID

Last Name

KLEI

First Name

BR

Middle Init.

Zip Code

Birth MMDD

Search Precinct/EV

Search State (add mi)

Clear ALL

Voter Not Found
Issue Ballot

Return to
Main

Voter Update Form

State of Maryland – Voter Update Form

Note: Have the voter fill out the applicable section and sign and date at the bottom.

Voter Information	Election Judges fill in this section: _____ Voter ID # Last Name First Name Middle Name Date of Birth
Change of Address	<input type="checkbox"/> Check here if you moved within 21 days of the election. Provide your new address below: Residence Address: _____ NOTE: If you moved more than 21 days before election day, you have two choices: Mailing Address (if different): _____ Go to an early voting center in your county or your new precinct on election day, OR vote a provisional ballot here. If you vote a provisional ballot here, only those contests for which you are eligible to vote will be counted. City, State ZIP: _____ Telephone Number: (Day) _____ (Evening) _____
Change of Name/Date of Birth	_____ Last Name First Name Middle Name Date of Birth
Change of Party Affiliation	For future elections, I want my party affiliation to be: <input type="checkbox"/> Democratic Party <input type="checkbox"/> Republican Party <input type="checkbox"/> Bread and Roses Party <input type="checkbox"/> Unaffiliated (independent of any party) <input type="checkbox"/> Other-Specify: _____
Identification Information	<i>Election Judge Use Only</i> – ✓ Indicate the type of ID provided only if "ID required" is specified on the VAC or precinct register. Photo ID – There is no requirement that the photo ID have an address or, if there is an address, that the address match the address on the VAC or this form. Non Photo ID – The document must be current (dated within the last 3 months) and must contain the same name and address as listed on the VAC or this form. <input type="checkbox"/> Maryland Driver's License or MVA ID Card - # _____ <input type="checkbox"/> Utility Bill <input type="checkbox"/> Pay Check <input type="checkbox"/> Other Photo ID –Type _____ <input type="checkbox"/> Bank Statement <input type="checkbox"/> Government Check <input type="checkbox"/> Other Government Document – Type _____
Death Notice	I, _____, confirm that the voter listed above is deceased and therefore request that the voter's name be removed from the voter registration records. Print Name Relationship to the deceased: _____
Signature of Voter	I affirm under penalty of perjury that the information on this form is true and correct. _____ Signature of Voter Date

Locating a Voter

Find Voters

205

***** Voter NOT FOUND in Precinct ***.**
Search the state for this voter:
1) Make sure that the "4 & 3" letters are entered correctly
(first 4 letters of last name, first 3 letters of first name)
3) Enter Date Of Birth
2) Enter Middle Initial
4) Tap the "Search State" button.
If voter is still NOT FOUND, try "Find by Address"

Find by Name	Find by Address	Find by ID
Last Name <input type="text" value="ZZZZ"/>		
First Name <input type="text" value="ZZZ"/>	Middle Init. <input type="text" value="X"/>	
Zip Code <input type="text" value="20201"/>	Birth MMDD <input type="text" value="09/19/"/>	

Search Precinct/EV Count
 Search State

Clear ALL

Return to Main

1	2	3	4	5	6	7	8	9	0	.
Q	W	E	R	T	Y	U	I	O	P	-
A	S	D	F	G	H	J	K	L	'	back space
Z	X	C	V	B	N	M	space	clear		

BT:???:AC:Online Voted: DEM 0 REP 0 NON 0 TOT 0 10/1/2013 3:21:43 PM

Locating a Voter

Find Voters 205

Find a voter using a street address:
1) Enter the Street name
Note: If street name has a direction (N, S, E, W, NE, NW, SE, SW) the abbreviated direction MUST be included (with no period).
Example: If voter lives on South Main Street, enter "S MAIN"
2) Enter the House Number

Find by Name | **Find by Address** | Find by ID

House #
Street Apt.
Zip Code

Search Precinct/EV Count
 Search State (add mi)

Clear ALL

Return to Main

BT:??? AC:Plugged In Voted: TOT 2 1/14/2016 2:59:01 PM

Find Voters 205

Name	Address	County	DOB	Status	Issued	Party
Harrison	9 Main St	Anne	09/14	Active	ABS	UNA
William Henry	Anytown 12345	Arundel	/1952		issued	

1 voters found.

Find by Name | **Find by Address** | Find by ID

House #
Street Apt.
Zip Code

Search Precinct/EV Count
 Search State

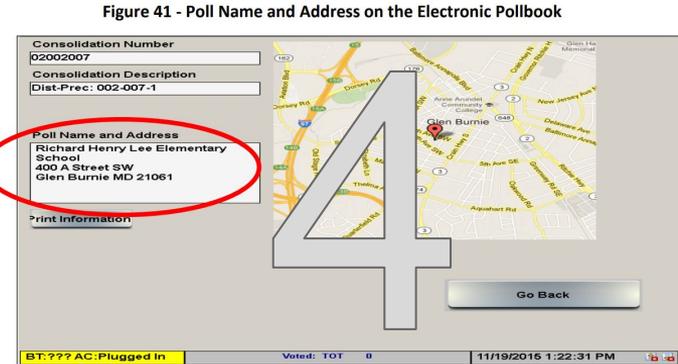
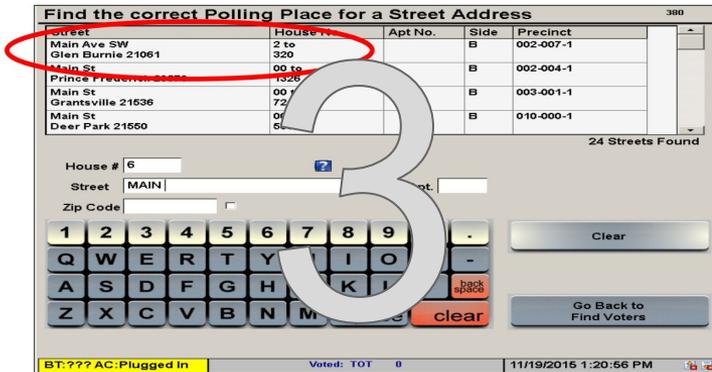
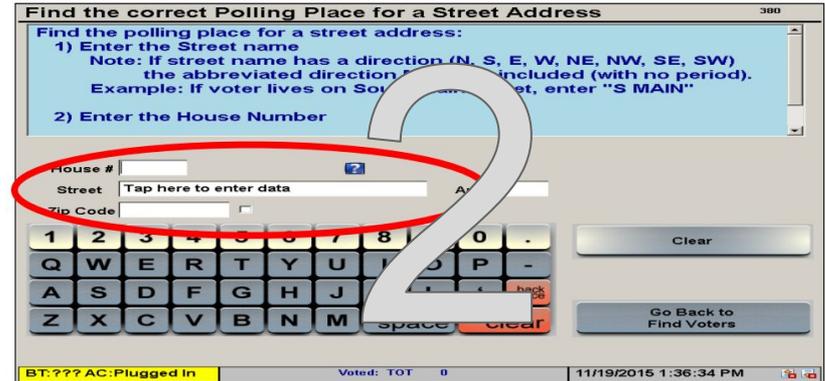
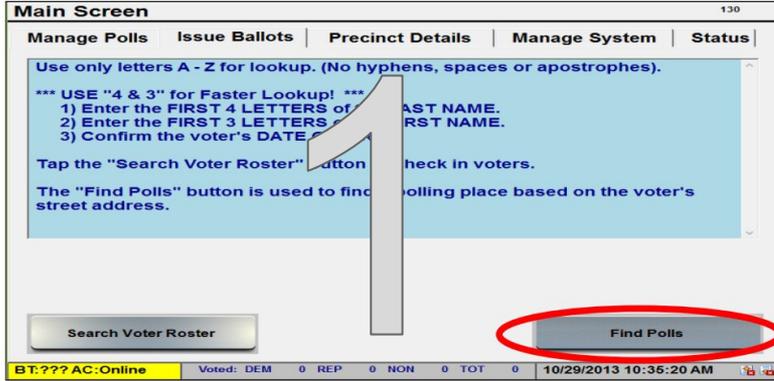
Clear ALL

Return to Main

BT:??? AC:Plugged In Voted: TOT 0 10/1/2013 3:41:21 PM

Provisional Voters (Incorrect Polling Place)

- You can locate a voter's correct polling place by doing the following:



Provisional Voters (Incorrect Polling Place)

- Offer the voter a chance to go to their correct polling place to vote.

Provisional Voters (Incorrect Polling Place)

- If the voter insists on voting in your polling place, your Chief Judge will have to be involved as this will be a Provisional Voter.

Voter Record 260

Adams
John Quincy 10 Main St
Anytown 12345

Voter Details | Identification | Voter History | Precinct Details

This voter is flagged as "Voted Early." If the voter wants to cast a ballot now, he or she must vote by provisional ballot.
Enter "4" on the "Enter Provisional Reason" screen.

Precinct 001-001-1 DOB 3/16/1800 Status **Voted Early**

Registered name: Adams, John Quincy Party Democrat Issued None

ID Require Comments

CONG=03; LEGIS=32; COUNCIL=001

Issue Provisional Ballot Go Back

BT:??? AC:Online Voted: DEM 0 REP 0 NON 0 TOT 0 12/12/2013 12:13:03 PM

Select Ballot 310

Verify voter's Precinct. Select the appropriate reason code from the drop down. Then tap "Issue Provisional".

Verify Voter's PRECINCT 001-001-1	Select PARTY Non-Partisan Democrat Republican
--------------------------------------	--

Voter Name Lincoln, Abraham Quincy Precinct 001-001-1

Ballot Style 2 =Panel Ball

Select Ballot Reason Click dropdown to select reason

Select Paper Ballot Cancel No Ballot Issued

BT:??? AC:Plugged In Voted: TOT 3 1/14/2016 3:14:49 PM

Provisional Voters (Change of Address)

- If the voter's address has been changed within 21 days, issue a standard ballot.
- If the voter's address has been changed outside of 21 days, issue a provisional ballot.

State of Maryland – Voter Update Form				
<i>Note: Have the voter fill out the applicable section and sign and date at the bottom.</i>				
Voter Information	Election Judges fill in this section: Voter ID # _____ Last Name _____ First Name _____ Middle Name _____ Date of Birth _____			
Change of Address	<input type="checkbox"/> Check here if you moved within 21 days of the election. Provide your new address below:			
	Residence Address: _____	NOTE: If you moved more than 21 days before election day, you have two choices:		
	Mailing Address (if different): _____	Go to an early voting center in your county or your new precinct on election day. OR, vote a provisional ballot here. If you vote a provisional ballot here, only those contests for which you are eligible to vote will be counted.		
	City, State ZIP: _____ Telephone Number: (Day) _____ (Evening) _____			
Change of Name/Date of Birth	Last Name _____ First Name _____ Middle Name _____ Date of Birth _____			
Change of Party Affiliation	For future elections, I want my party affiliation to be: <input type="checkbox"/> Democratic Party <input type="checkbox"/> Republican Party <input type="checkbox"/> Bread and Roses Party <input type="checkbox"/> Unaffiliated (independent of any party) <input type="checkbox"/> Other-Specify: _____			
Identification Information	Election Judge Use Only – Indicate the type of ID provided only if "ID required" is specified on the VAC or precinct register.			
	Photo ID – There is no requirement that the photo ID have an address or, if there is an address, that the address match the address on the VAC or this form.		Non-Photo ID – The document must be current (dated within the last 3 months) and must contain the same name and address as listed on the VAC or this form.	
	<input type="checkbox"/> Maryland Driver's License or MVA ID Card - # _____	<input type="checkbox"/> Utility Bill	<input type="checkbox"/> Pay Check	
	<input type="checkbox"/> Other Photo ID –Type _____	<input type="checkbox"/> Bank Statement	<input type="checkbox"/> Government Check	
		<input type="checkbox"/> Other Government Document – Type _____		
Death Notice	I, _____ First Name _____ confirm that the voter listed above is deceased and therefore request that the voter's name be removed from the voter registration records. Relationship to the deceased: _____			
Signature of Voter	I affirm under penalty of perjury that the information on this form is true and correct. Signature of Voter _____ Date _____			



A voter's signature is required for all voter registration changes.

Provisional Voters (Change of Address)

- If the voter's move was greater than 21 days ago, issue a provisional ballot.

Voter Record 260

Adams
John Quincy 10 Main St
Anytown 12345

Voter Details | Identification | Voter History | Precinct Details

This voter is flagged as "Voted Early." If the voter wants to cast a ballot now, he or she must vote by provisional ballot.
Enter "4" on the "Enter Provisional Reason" screen.

Precinct 001-001-1 DOB 3/16/1800 Status **Voted Early**

Registered name: Adams, John Quincy Party Democrat Issued None

ID Require Comments

CONG=03; LEGIS=32; COUNCIL=001

Issue Provisional Ballot Go Back

BT:??? AC:Online Voted: DEM 0 REP 0 NON 0 TOT 0 12/12/2013 12:13:03 PM

Select Ballot 310

Verify voter's Precinct. Select the appropriate reason code from the drop down. Then tap "Issue Provisional".

Verify Voter's PRECINCT 001-001-1	Select PARTY Non-Partisan Democrat Republican
--------------------------------------	--

Voter Name Lincoln, Abraham Quincy Precinct 001-001-1

Ballot Style 2 =Panel Ball

Select Ballot Reason Click dropdown to select reason

Select Paper Ballot Cancel No Ballot Issued

BT:??? AC:Plugged In Voted: TOT 3 1/14/2016 3:14:49 PM

Provisional Voters (Already Issued)

- If the voter's status indicates any of the "Already Issued" statuses, they will need to vote provisionally.

Voter Record 260

Linc Abraham Quincy Main StAPTA
Anytown 12345

Voter Details | Identification | Voter History | Precinct Details

Confirm that this is the correct voter. Check the voter's NAME, ADDRESS, and DOB. If the voter's information is "Confidential", Do NOT ask the voter to state his or her address.
If any voter information is incorrect, give the voter a Voter Update Form.

Precinct DOB **Status**

VRN

Registered name: Party Issued

ID Required

Comments
CONG=03; LEGIS=32; COUNCIL=001

BT:?? AC:Plugged In Voted: TOT 0 1/23/2018 10:30:56 AM

Provisional Voters (Already Issued)

- If the voter's status indicates an issue, call your Chief Judge over and issue a provisional ballot.

Voter Record 260

Adams
John Quincy 10 Main St
Anytown 12345

Voter Details | **Identification** | **Voter History** | **Precinct Details**

This voter is flagged as "Voted Early." If the voter wants to cast a ballot now, he or she must vote by provisional ballot.
Enter "4" on the "Enter Provisional Reason" screen.

Precinct 001-001-1 DOB 3/16/1800 Status **Voted Early**

Registered name: Adams, John Quincy Party Democrat Issued None

ID Require Comments

CONG=03; LEGIS=32; COUNCIL=001

Issue Provisional Ballot Go Back

BT:??? AC:Online Voted: DEM 0 REP 0 NON 0 TOT 0 12/12/2013 12:13:03 PM

Select Ballot 310

Verify voter's Precinct. Select the appropriate reason code from the drop down. Then tap "Issue Provisional".

Verify Voter's PRECINCT 001-001-1	Select PARTY Non-Partisan Democrat Republican
--------------------------------------	--

Voter Name Lincoln, Abraham Quincy Precinct 001-001-1

Ballot Style 2 =Panel Ball

Select Ballot Reason Click dropdown to select reason

Select Paper Ballot Cancel No Ballot Issued

BT:??? AC:Plugged In Voted: TOT 3 1/14/2016 3:14:49 PM

Same Day Registration (Introduction)



USB port to be used for
barcode scanner on
designated same day
registration pollbook



Same Day Registration (Introduction)



MARYLAND USA
Driver's License

DL ★

550004DAE

Customer identifier
S-000-000-000-000

Date of birth
05/02/1972

Family name
JOHNSON

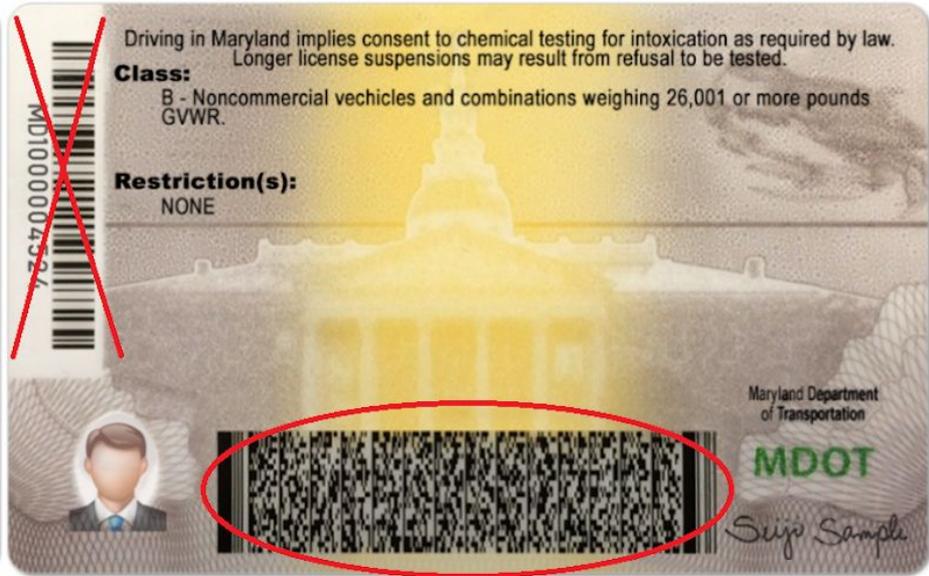
Given names
DWAYNE

Address
123 ANY STREET
GLEN BURNIE MD 21062

Date of birth Sex Height Weight Date of exp
05/02/1972 M 6'-4" 260 07/07/2023

Restrictions Classifications Endorsements Date of issue
B 03/25/2016

Seiji Sample



Driving in Maryland implies consent to chemical testing for intoxication as required by law. Longer license suspensions may result from refusal to be tested.

Class:
B - Noncommercial vehicles and combinations weighing 26,001 or more pounds GVWR.

Restriction(s):
NONE

~~MD1000004224~~

Maryland Department of Transportation
MDOT

Seiji Sample

Same Day Registration

Voter Summary 345

Instructions for New Voters with Qualified License

Voter Name <input type="button" value="Edit Name"/>	Street Address <input type="button" value="Edit Address"/>
HORVATHA, KEVIN H	163 E MAIN ST HILLSBORO 45133
Date Of Birth <input type="text" value="04/27/1977"/>	Gender <input type="text"/>
City <input type="text" value="HILLSBORO"/>	Zip <input type="text" value="45133"/>
Party <input type="text"/>	Proof Of Residency <input type="text" value="Drivers License"/>
Status <input type="text" value="Verified License"/>	

BT: ??? AC: Plugged In Issue: 0 Reissue: 0 Cancel: 0 Net: 0 11/5/2015 10:56:11 AM

Same Day Registration

Voter Summary 345

Instructions for New Voter With Qualified License

Voter Name <input type="button" value="Edit Name"/>		Street Address <input type="button" value="Edit Address"/>	
<input type="text" value="HORVATHA, KEVIN H"/>		<input type="text" value="163 E MAIN ST
HILLSBORO 45133"/>	
Date Of Birth	Gender	City	Zip
<input type="text" value="04/27/1937"/>	<input type="text" value="1"/>	<input type="text" value="HILLSBORO"/>	<input type="text" value="45133"/>
Party	Proof Of Residency		
<input type="text" value="Republican"/>	<input type="text" value="Drivers License"/>		
Status			
<input type="text" value="Verified License"/>			

BT:??? AC:Plugged in Issue:0 Relissue:0 Cancel:0 Net:0 11/5/2015 11:02:24 AM

Same Day Registration

Voter Summary 345

Instructions for New Voter With Qualified License

Voter Name	HORVATHA
Date Of Birth	04/27/1937
Party	Republican
Status	Verified Lic

? ****** QUESTION ******

Please Confirm Signed Document

YesNo

Print OathGo Back

BT:??? AC:Plugged In | Issue:0 Reissue:0 Cancel:0 Net:0 | 11/5/2015 11:09:44 AM

Same Day Registration

Issue Standard Ballot	Issue Provisional Ballot	Go Back
BT:?? AC:Plugged In	Voted: TOT 0	1/23/2018 10:30:56 AM  

Same Day Registration (Proof of Residency)

Voter Summary 345

Instructions for New Voter With Qualified License

Voter Name <input type="button" value="Edit Name"/>	Street Address <input type="button" value="Edit Address"/>
<input type="text" value="HORVATHA, KEVIN H"/>	<input type="text" value="163 E MAIN ST
HILLSBORO 45133"/>
Date Of Birth <input type="text" value="04/27/1937"/>	City <input type="text" value="HILLSBORO"/>
Gender <input type="text" value=""/>	Zip <input type="text" value="45133"/>
Party <input type="text" value=""/>	Proof Of Residency <input type="text" value="Drivers License"/>
Status <input type="text" value="Verified License"/>	

BT:??? AC:Plugged In Issue:0 Reissue:0 Cancel:0 Net:0 11/5/2015 10:56:11 AM

Same Day Registration (Proof of Residency)

Valid Proofs of Residency (Physical or Digital):

- Current Maryland Driver's License
- Current Maryland ID Card
- Current MVA-issued Address Card
- Current utility bill
- Current bank statement
- Current government check
- Current paycheck
- Current government document

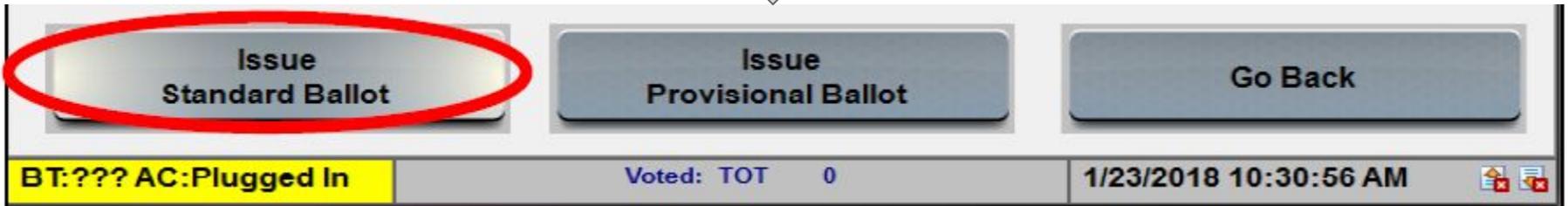
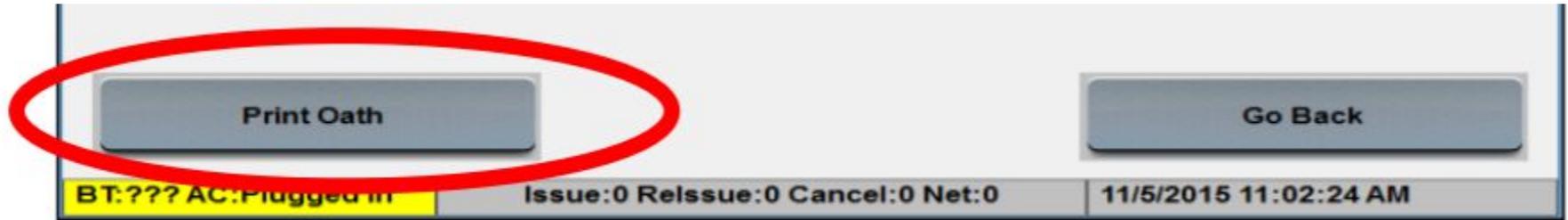
The screenshot shows a web form titled "Voter Summary" with a page number "345" in the top right corner. Below the title is a section for "Instructions for New Voter With Qualified License". The form contains several input fields and dropdown menus:

- Voter Name:** HORVATHA, KEVIN H (with an "Edit Name" button)
- Street Address:** 120 QUIET CT, HILLSBORO 45133 (with an "Edit Address" button)
- Date Of Birth:** 04/27/1937
- Gender:** (dropdown menu)
- City:** HILLSBORO
- Zip:** 45133
- Party:** Republican (dropdown menu)
- Proof Of Residency/ID:** Drivers License (dropdown menu, circled in red)
- Status:** Verified License

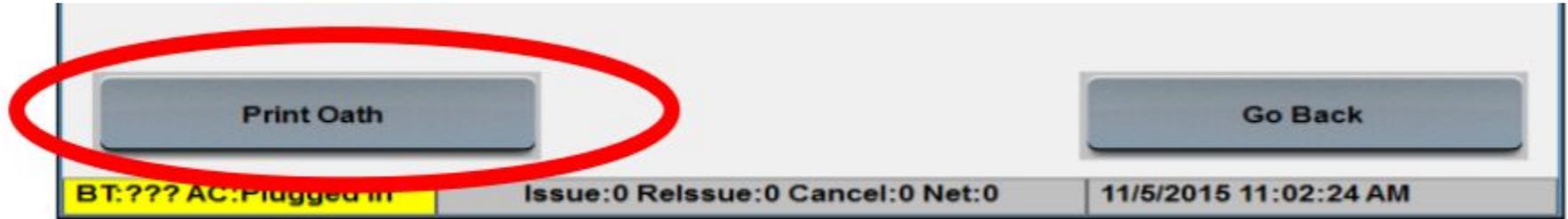
At the bottom of the form are two buttons: "Print Oath" and "Go Back". A status bar at the very bottom shows "BT:?? AC:Plugged In", "Issue:0 Reissue:0 Cancel:0 Net:0", and the timestamp "11/5/2015 3:38:41 PM".

Current means within the past 90 days

Same Day Registration (Proof of Residency)



Same Day Registration (Proof of Residency)

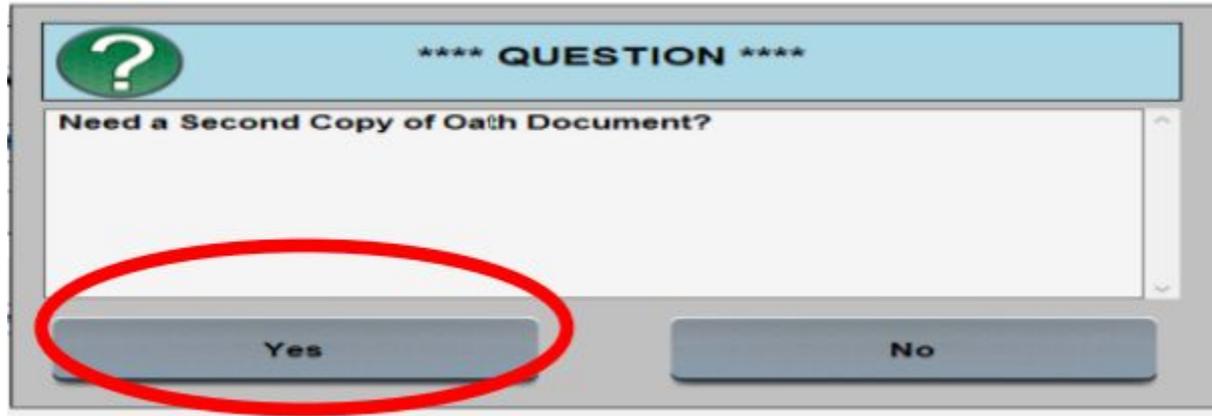


Print Oath

Go Back

BT:??? AC:Plugged in Issue:0 Relissue:0 Cancel:0 Net:0 11/5/2015 11:02:24 AM

This screenshot shows a registration interface. At the top, there are two buttons: 'Print Oath' on the left and 'Go Back' on the right. Both buttons are circled in red. Below the buttons is a status bar with the text 'BT:??? AC:Plugged in', 'Issue:0 Relissue:0 Cancel:0 Net:0', and '11/5/2015 11:02:24 AM'.



**** QUESTION ****

Need a Second Copy of Oath Document?

Yes

No

This screenshot shows a question dialog box. At the top, there is a blue header with a green question mark icon and the text '**** QUESTION ****'. Below the header is a white text area containing the question 'Need a Second Copy of Oath Document?'. At the bottom of the dialog, there are two buttons: 'Yes' on the left and 'No' on the right. The 'Yes' button is circled in red.

Same Day Registration (Proof of Residency)

Issue Provisional Ballot **Go Back**

BT:?? AC:Plugged In Issue:0 Reissue:0 Cancel:0 Net:0 11/5/2015 3:42:15 PM



Select Ballot Reason

Select Paper Ballot **Cancel No Ballot Issued**

BT:?? AC:Plugged In Voted: TOT 4 2/10/2016 2:25:39 PM

Same Day Registration (No Valid ID/Not Prequalified)

Find Voters 205

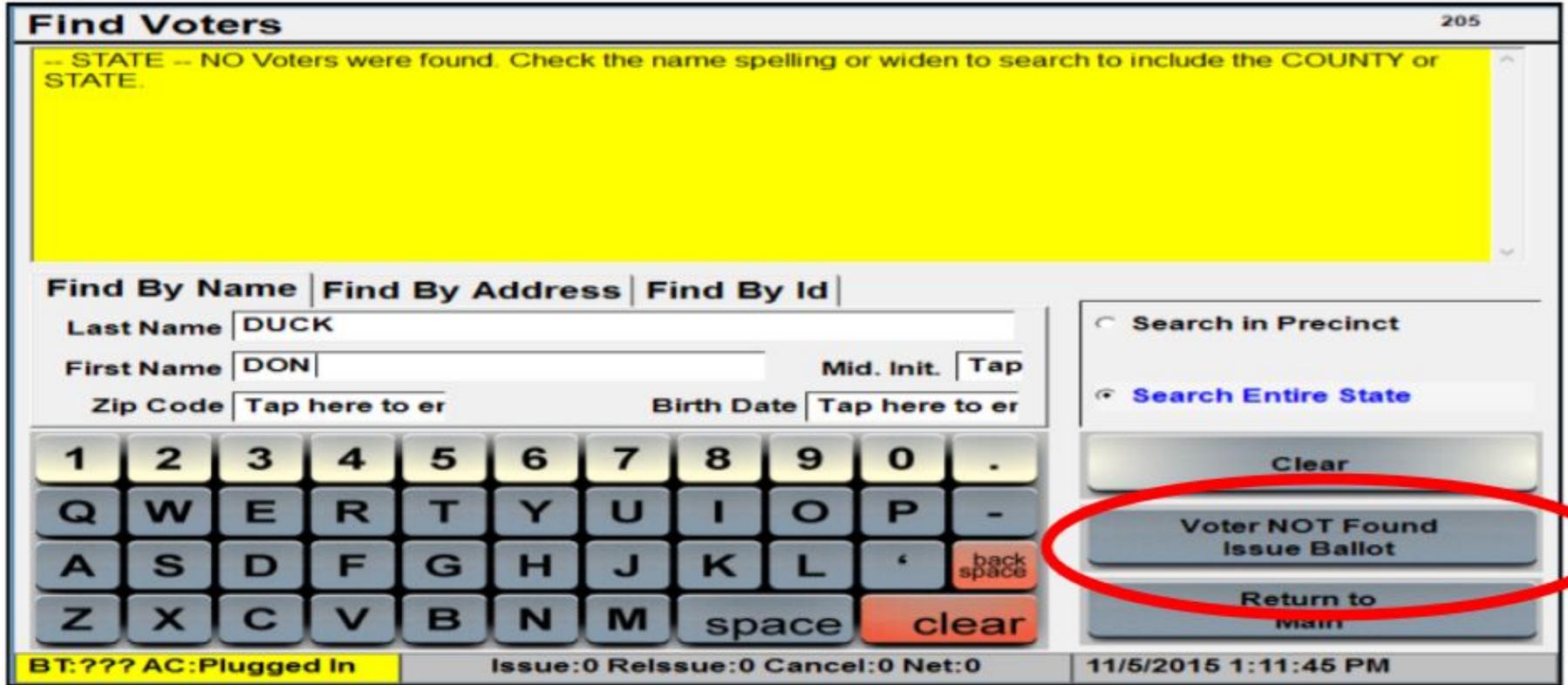
-- STATE -- NO Voters were found. Check the name spelling or widen to search to include the COUNTY or STATE.

Find By Name | **Find By Address** | **Find By Id**

Last Name
First Name Mid. Init.
Zip Code Birth Date

Search in Precinct
 Search Entire State

BT:??? AC:Plugged In Issue:0 Relissue:0 Cancel:0 Net:0 11/5/2015 1:11:45 PM

The image shows a screenshot of a voter search application. At the top, the title is "Find Voters" with a page number "205" in the upper right. A yellow message box states: "-- STATE -- NO Voters were found. Check the name spelling or widen to search to include the COUNTY or STATE." Below this, there are three search methods: "Find By Name", "Find By Address", and "Find By Id". The "Find By Name" section is active, showing input fields for Last Name (DUCK), First Name (DON), Mid. Init. (Tap), Zip Code (Tap here to er), and Birth Date (Tap here to er). To the right, there are radio buttons for "Search in Precinct" and "Search Entire State" (which is selected). Below these are three buttons: "Clear", "Voter NOT Found Issue Ballot" (circled in red), and "Return to Main". At the bottom, there is a status bar with the text "BT:??? AC:Plugged In", "Issue:0 Relissue:0 Cancel:0 Net:0", and the date/time "11/5/2015 1:11:45 PM".

Same Day Registration (No Valid ID/Not Prequalified)

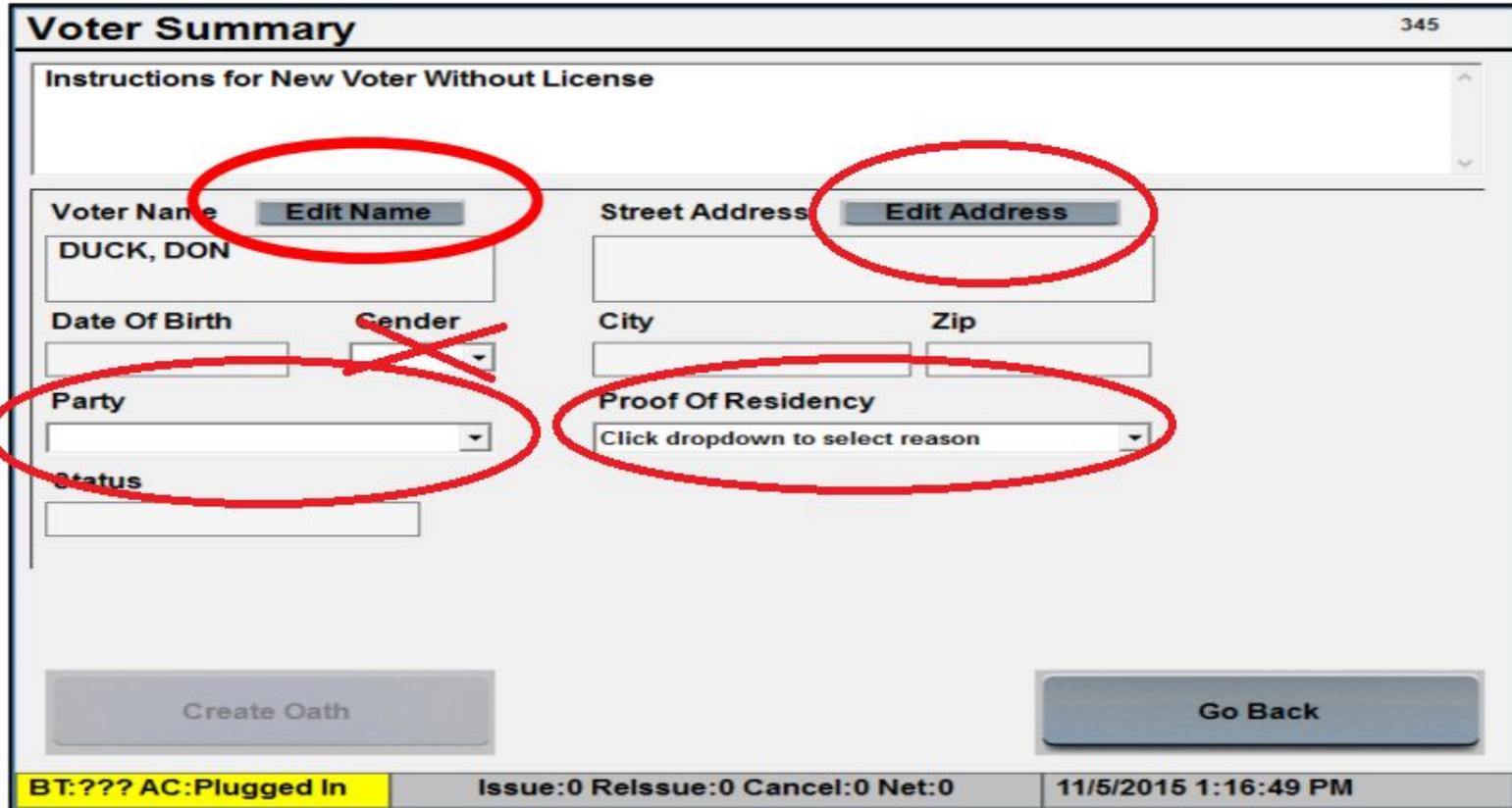
Voter Summary 345

Instructions for New Voter Without License

Voter Name DUCK, DON	Edit Name	Street Address	Edit Address
Date Of Birth	Gender	City	Zip
Party		Proof Of Residency	
Status		Click dropdown to select reason	

Create Oath **Go Back**

BT:??? AC:Plugged In Issue:0 RelIssue:0 Cancel:0 Net:0 11/5/2015 1:16:49 PM



Same Day Registration (No Valid ID/Not Prequalified)

Voter Summary 345

Instructions for New Voter Without License

Voter Name
DUCK, DON

Date Of Birth
09/19/1958

Party
Democrat

Status

**** QUESTION ****

Would you like to continue Without Proof of Residence?

Yes No

Create Oath Go Back

BT:??? AC:Plugged In Issue:0 Relissue:0 Cancel:0 Net:0 11/5/2015 1:43:39 PM

Summary 345

for New Voter Without License

**** QUESTION ****

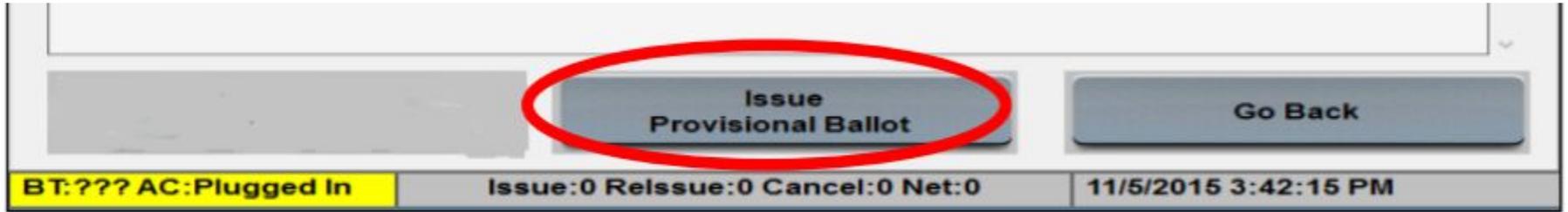
Need a Second Copy of Oath Document?

Yes No

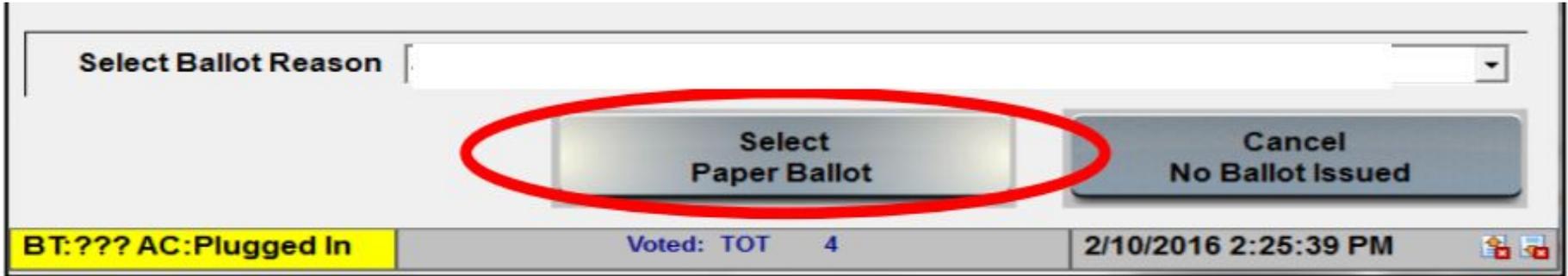
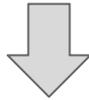
Create Oath Go Back

Plugged In Issue:0 Relissue:0 Cancel:0 Net:0 11/5/2015 1:47:31 PM

Same Day Registration (No Valid ID/Not Prequalified)



This screenshot shows a software interface for issuing a ballot. At the top, there is a greyed-out input field. Below it, two buttons are visible: "Issue Provisional Ballot" and "Go Back". The "Issue Provisional Ballot" button is circled in red. At the bottom, a status bar contains the text "BT:?? AC:Plugged In" on a yellow background, followed by "Issue:0 Reissue:0 Cancel:0 Net:0" and the timestamp "11/5/2015 3:42:15 PM".



This screenshot shows a software interface for selecting a ballot. At the top, there is a dropdown menu labeled "Select Ballot Reason". Below it, two buttons are visible: "Select Paper Ballot" and "Cancel No Ballot Issued". The "Select Paper Ballot" button is circled in red. At the bottom, a status bar contains the text "BT:?? AC:Plugged In" on a yellow background, followed by "Voted: TOT 4" and the timestamp "2/10/2016 2:25:39 PM".

Closing Process

Main Screen 130

Manage Polls | Issue Ballots | Precinct Details | Manage System | Status

****Opening**** When authorized by Chief Judges, tap "Open the Polls." Tap "Continue" on the pop-up screen that shows "Print Ballot Counts" and "Print Voter Counts." Verify that all totals are 0. Tap the "Issue Ballots" tab then "Search Voter Roster" to begin checking-in voters.
****Closing**** When authorized by Chief Judges, tap "Step #1-Close the Polls." Print the

Statistics

Ballots | Voters

Standard Ballots

Provisional Ballots

Consolidation Number

Poll Status **OPENED**

Poll Opening Time

Poll Closing Time

of Registered Voters

Bulk Update Date

Open the Polls

Daily Closing Step #1
Close the Polls

Daily Closing Step #2
Archive & Close Down

BT:??? AC:Plugged In Voted: TOT 0 1/23/2018 10:24:44 AM

Closing Process

Main Screen 130

Manage Polls | Issue Ballots | Precinct Details | Manage System | Status

^^Opening^^ When authorized by Chief Judges, tap "Open the Polls." Tap "Continue" on the pop-up screen that shows "Print Ballot Counts" and "Print Voter Counts." Verify that all totals are 0. Tap the "Issue Ballots" button to issue ballots to voters.
^^Closing^^ When authorized by Chief Judges, tap "Close the Polls." Tap "Continue" on the pop-up screen that shows "Print Ballot Counts" and "Print Voter Counts." Verify that all totals are 0. Tap the "Issue Ballots" button to issue ballots to voters.

Statist

Ballots | Voters | SD

Standard B

Provisional Voter B

Standard Ba

Provisional Ba

Tap Continue to print reports.

Print Ballot Counts

Print Voter Counts

Continue

Open the Polls | Close the Polls | Archive & Close Down

BT:??? AC:Plugged In | Voted: TOT 4 | 11/18/2015 2:39:05 PM

Closing Process

Main Screen 130

Manage Polls | Issue Ballots | Precinct Details | Manage System | Status

****** NOTICE ******

Ballot Counts:

	Issued	Relissued	Cancelled	New	Edit
Host:	1	0	0	2	5
Local:	1	0	0	2	5

OK

Open the Polls | Daily Closing Step #1 Close the Polls | Daily Closing Step #2 Archive & Close Down

Note: A red oval highlights the "Ballot Counts" table in the original image.

Closing Process

Main Screen 130

Manage Polls | **Issue Ballots** | **Precinct Details** | **Manage System** | **Status**

****Opening**** When authorized by Chief Judges, tap "Open the Polls." Tap "Continue" on the pop-up screen that shows "Print Ballot Counts" and "Print Voter Counts." Verify that all totals are 0. Tap the "Issue Ballots" tab then "Search Voter Roster" to begin checking-in voters.

****Closing**** When authorized by Chief Judges, tap "Step #1-Close the Polls." Print the

Statistics

Ballots | Voters

Standard Ballots

Provisional Ballots

Consolidation Number

Poll Status **CLOSED**

Poll Opening Time

Poll Closing Time

of Registered Voters

Bulk Update Date

Open the Polls

Daily Closing Step #1
Close the Polls

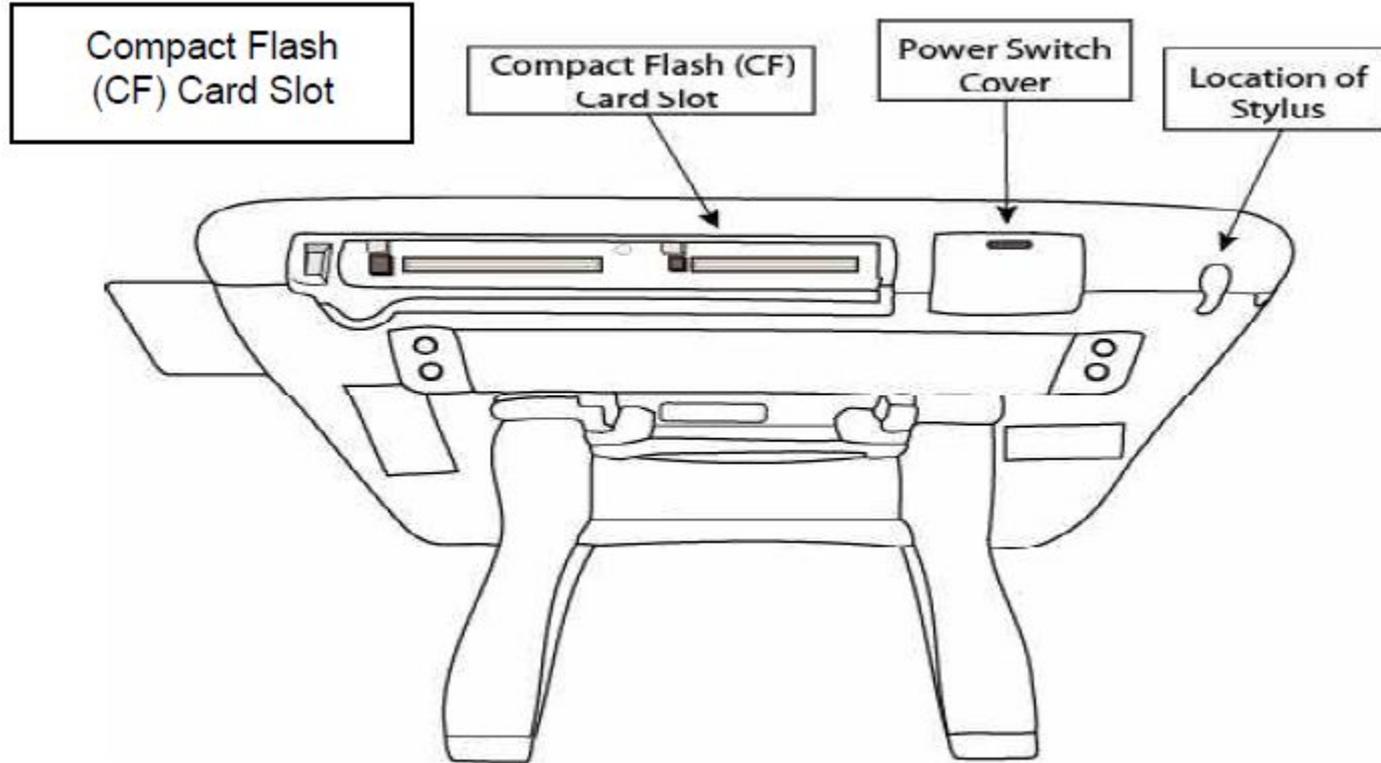
**Daily Closing Step #2
Archive & Close Down**

BT:?? AC:Plugged In

Voted: TOT 0

1/23/2018 10:47:05 AM

Closing Process



Early Voting Addendum

- During Early Voting, you may be required to edit the address of a voter who indicates a change of address and provides proof of said change
- If a voter indicates a change of address, the first thing you should do is call your Chief Judge over to your station. The Chief Judge will be the one responsible for verifying the proof of residence given by the voter.

Early Voting Addendum

Voter Record		260					
Linc Abraham Quincy	Main St APTA Anytown 12345						
Voter Details	Identification	Voter History	Precinct Details				
<p>This voter has already been issued a ballot.</p> <p>1) If this is the correct voter and the ballot was NOT cast, a Chief Judge may "Re-Issue" another card.</p> <p>2) If the voter was mis-identified and the ballot was NOT cast, a Chief Judge may "Remove Ballot Issued" under the "Identification" Tab.</p> <p>NOTE: If the previous ballot issued WAS cast, this voter may vote by Provisional Ballot only.</p>							
Precinct	001-001-1	DOB	05/02/1842	Status	Active		
Registered name:		Party	Republican	REG Issued	REG Issued		
		ID Required					
Comments							
CONG=03; LEGIS=32; COUNCIL=001							
Re-Issue Standard Ballot		Issue Provisional Ballot		Go Back			
BT:???		AC:Plugged In		Voted: TOT 1		11/20/2015 11:00:30 AM	

Early Voting Addendum

Voter Record 260

Linc Abraham Quincy	Main St APTA Anytown 12345
------------------------	-------------------------------

Voter Details | Identification | Voter History | Precinct Details

Tap the "Reprint VAC" button to reprint a VAC.
***NOTE: IF a voter access card has been issued to the wrong voter, AND the error is caught BEFORE the ballot is cast, the Chief Judge will use the "Remove Ballot Issued" button.

Voter ID

Show ID

City Name

Reprint VAC

Remove
Ballot Issued

Go Back

BT:?? AC:Plugged In

Voted: TOT 1

11/20/2015 3:02:20 PM

Early Voting Addendum

Voter Record 260

Linc Abraham Quincy	Main St APTA Anytown 12345
------------------------	-------------------------------

Voter Details | Identification | Voter History | Precinct Details

Tap the "Reprint VAC" button to reprint a VAC.
***NOTE: IF a voter access card has been issued to the wrong voter, AND the error is caught BEFORE the ballot is cast, the Chief Judge will use the "Remove Ballot Issued" button.

Voter ID

Show ID

City Name

Reprint VAC

Remove
Ballot Issued

Go Back

BT:?? AC:Plugged In

Voted: TOT 1

11/20/2015 3:02:20 PM

Early Voting Addendum

Voter Record 260

Linc Abraham Quincy	Main St APTA Anytown 12345
------------------------	-------------------------------

Voter Details | **Identification** | **Voter History** | **Precinct Details**

Tap the "Reprint VAC" button to reprint a VAC.
***NOTE: IF a voter access card has been issued to the wrong voter, AND the error is caught BEFORE the ballot is cast, the Chief Judge will use the "Remove Ballot Issued" button.

Voter ID

Show ID

City Name

Reprint VAC

Remove
Ballot Issued

Go Back

BT:?? AC:Plugged In

Voted: TOT 1

11/20/2015 3:02:20 PM

Early Voting Addendum

Voter Record 260

Linc Abraham Quincy	Main St APTA Anytown 12345
------------------------	-------------------------------

Voter Details | **Identification** | **Voter History** | **Precinct Details**

Tap the "Reprint VAC" button to reprint a VAC.
***NOTE: IF a voter access card has been issued to the wrong voter, AND the error is caught BEFORE the ballot is cast, the Chief Judge will use the "Remove Ballot Issued" button.

Voter ID

Show ID

City Name

Reprint VAC

Remove
Ballot Issued

Go Back

BT:?? AC:Plugged In

Voted: TOT 1

11/20/2015 3:02:20 PM

Early Voting Addendum

Voter Record 260

Linc Abraham Quincy	Main St APTA Anytown 12345
------------------------	-------------------------------

Voter Details | **Identification** | **Voter History** | **Precinct Details**

Tap the "Reprint VAC" button to reprint a VAC.
***NOTE: IF a voter access card has been issued to the wrong voter, AND the error is caught BEFORE the ballot is cast, the Chief Judge will use the "Remove Ballot Issued" button.

Voter ID

Show ID

City Name

Reprint VAC

Remove
Ballot Issued

Go Back

BT:?? AC:Plugged In

Voted: TOT 1

11/20/2015 3:02:20 PM