

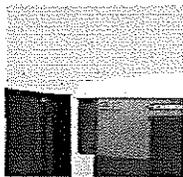
2014 Touch Screen Voting Device Training
2014 County Party Executive Committee Certification

*Presented By: Derrick Cooper
Elections Systems Training Specialist,
Elections Division
The Mississippi Secretary of State's Office*



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Voting System Components
AccuVote TSX with
AccuVote Printer Module (AVPM)



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Voting System Components
Visual Impaired Ballot Station (VIBS)



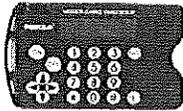
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Voting System Components
TSX Memory Cards



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Voting System Components
Encoder



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Voting System Components
Voter Access Card



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Voting System Components
Supervisor Card




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Voting Machine Setup

- Voting Device set-up should be completed prior to election morning.
- Remember to install the VIBS Kit.
- Do not force the legs on the TSX Unit when setting it up.


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Election Day TSX Processes

- Pre-election procedures
 - Install memory cards and turn units on
 - Print and post zero total reports
 - Secure TSX Units for voting
- Election Day processes
 - Program Voter Access Cards using the encoder
 - Change printer paper
 - Clear paper jam
 - Cancel ballot on TSX Units
- Post-election duties
 - End election on TSX Units
 - Print and post vote total report
 - Secure TSX Units for storage


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Security

Item	Secured Through...
TSX Units	<ul style="list-style-type: none">• (2) Tamper Tape Seals (during transport and use)• (1) Plastic "pull" seal (during transport only)• Chain of Custody using the <i>Precinct Opening and Closing Log (Form 730.3 or current version)</i>.
TSX Memory Cards	<ul style="list-style-type: none">• (1) Seal on the Memory Card Transfer Bag• Chain of Custody using the <i>Receiving & Returning Manager Receipt Form (Form 710.2)</i>

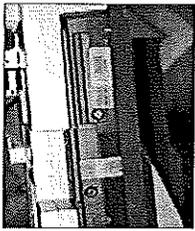

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Opening the Precinct

- Install Memory Cards and Turn Units On:
 - Record seal numbers;
 - Unlock and open memory card compartment;
 - Match memory card to TSX Unit;
 - Turn unit on using red power button;
 - Verify "Election Loading";
 - Replace tamper tape seal.

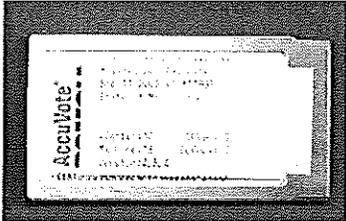

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Memory Card Compartment Seals



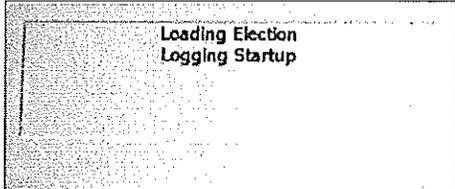

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Labeled TSX Memory Card



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Verify Election Loading



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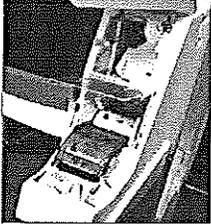
Opening the Precinct

- Print and Post Zero Totals Reports:
 - Test the printer;
 - The 1st zero report prints automatically; post in public view after two poll managers sign it.
 - Print 2nd copy of zero report to be placed in Memory Card Transport bag after two Poll Managers sign it
 - Setup secure canister;
 - Print 3rd copy of zero report to be taken up by the secure canister after it is signed by two Poll Managers;
 - Apply seal to secure canister;
 - Lock printer module.



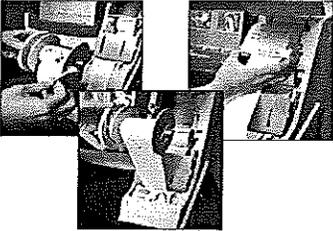
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Release Printer Paper



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Setup Secure Canister



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Sealed Secure Canister



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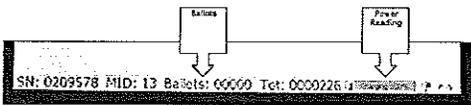
Opening the Precinct (cont.)

- Secure TSX Units for Voting:
 - Close, lock, and seal the Election Data Compartment (Upper) and record the seal number of the *Precinct Opening and Closing Log (Form 730.3)*;
 - Verify the that Election Data Transfer Compartment (Lower) is locked and sealed;
 - Verify the printer module is locked;
 - Record statistical information on *Precinct Opening and Closing Log (Form 730.3 or current version)*.



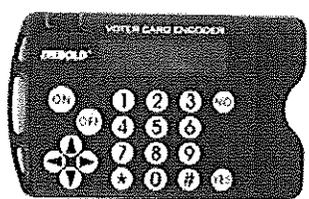
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TSX Statistical Information



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Operating the Encoder



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Operating the Encoder

- Programming Voter Access Card in precinct with only one ballot style:
 - Turn the Encoder on;
 - Insert Voter Access Card;
 - ✓Encoder displays "Create?"
 - Press "Yes";
 - ✓Encoder displays "Clear?"



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Operating the Encoder (cont.)

- Programming Voter Access Card in precinct with more than one ballot style:
 - Turn the Encoder on;
 - Insert Voter Access Card;
 - ✓Encoder displays "Create?"
 - Select the appropriate ballot style using the number keys;
 - Press "Yes";
 - ✓Encoder displays "Clear?"



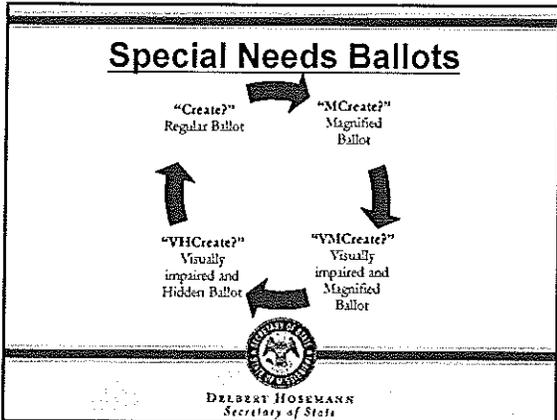
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Operating the Encoder (cont.)

- Programming Voter Access Card for a special needs voter.
 - Turn the Encoder on;
 - Insert Voter Access Card;
 - ✓Encoder displays "Create?"
 - Press the "*" button until the appropriate option is displayed;
 - Press "Yes";
 - ✓Encoder displays "Clear?"



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Operating the Encoder (cont.)

- Clearing a Voter Access Card:
 - Turn encoder on;
 - Insert Voter Access Card;
 - ✓ Screen displays "Clear?"
 - Press Yes;
 - ✓ Screen displays "Create?"

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Canceling a Ballot

- There are two instances in which to cancel a ballot:
 - If a voter leaves the booth without casting his or her ballot;
 - If a voter receives the wrong ballot style.
- TSX Unit should be approached by two Poll Managers.
- The ballot will cancel automatically.
- Always record instance on *TSX Event Log (Form 740.2)*.

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**Canceling a Ballot &
Determining the Status of a Voter Access
Card**

- After a ballot is canceled, the screen will display the message below until the Voter Access Card is removed.
- The message below will also be displayed if the card is reinserted before it is reprogrammed.
- This method also works to verify if a Voter Access Card has been voted yet or not.

This voter access card has been cancelled; please remove it from the reader.


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Clearing a Paper Jam

- The TSX Unit will not give an indication of the jam.
- To clear a paper jam:
 - Unlock and open printer module;
 - Press the gray paper release button to release the smoky brown cover;
 - Pull enough paper from the supply roll to clear the jam and press down on the smoky brown cover until it clicks;
 - Manually advance excess paper into the secure canister, then close and lock the printer housing.


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Clearing a Paper Jam (cont.)

- If the voter has not cast his or her ballot, instruct them to reject the printed record and press "Print Ballot" again;
- Two Poll Managers should perform this function.
- Always make a note of this on the *TSX Event Log (Form 740.2)*.


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Replacing Printer Paper

- The TSX Unit will indicate the paper is low (please see message pictured below);
- Two Poll Managers should use the Printer Paper Replacement Kit to change paper.

The paper is low and must be replaced - please insert a supervisor card.



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Closing the Precinct

- End election on all TSX Units:
 - Complete *Ballot Reading* column of the *Precinct Opening and Closing Log (Form 730.3 or current version)*;
 - Use Supervisor Card on first unit;
 - Touch "End Election";
 - Confirm that you want to end the election;
 - Repeat on **ALL** TSX Units assigned to your precinct.



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Closing the Precinct

- Print and post vote total reports:
 - Open Printer Module when prompted;
 - Print first long report to be signed by two Poll Managers and feed into the secure canister;
 - Print second long report to be signed by two poll managers and place in the Memory Card Transport Bag;
 - Print third long report to be signed by two Poll Managers and post it in public view.



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Closing the Precinct

- Securing the TSX Units for Storage:
 - Verify the following:
 - ✓ All TSX Units are turned off and sealed;
 - ✓ All memory cards are in the memory card transport bag;
 - ✓ All sealed canisters are in the Secure Canister Transport Bag.


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