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Online Poll Manager Training: Outline of Programs

2014 ECAM Convention

I. Getting Started Program

Overview
Component Check
Printable Documents Check
Navigating the Platform
Online Training Tips
Conclusion

II. Election Day Foundations Program

Types of Elections
The Poll Manager
Conclusion
Assessment

III. Sensitivity Program

Effective Communication
Listening
Feedback
Communication Self-Assessment
Conflict Management
Positive Attitude
Diversity and Accessibility
Assessment

IV. Standards Program

Welcome
Preparing for Election Day
Election Morning
Voter Interaction
Processing Voters
Election Night
Assessment

V. TSX Unit Program (for specific counties)

Program Overview
Exploring the TSX Unit
TSX Unit Accessories
Forms
Setting up the TSX Units
Opening the Polls on the TSX Units
Encoding Voter Access Card
Voting Using the Touch Screen
Voting Using the VIBS Options
Cancelling a Ballot
Troubleshooting the TSX Unit Power Issues
Possible Paper and Encoder Issues
Closing the Polls on the TSX Units
Shutting Down the TSX Units
Accumulating Results
Breaking Down the TSX Units
Conclusion
Assessment

VI. iVotronic Touch Screen Program (for specific counties)

Program Overview
Exploring the iVotronics
Setting up the iVotronics
Opening the Polls on the iVotronics
Opening the Polls on the iVotronics Activity
Activating a Ballot
Activating an Audio Ballot
Cancelling a Ballot
Closing the Polls
Printing and Processing the Results Reports
Conclusion
Assessment

VII. M100 Program (for specific counties)

Program Overview
Opening the Polls on the M100
Printing and Processing the Zero Tape
Processing Voters on the M100
M100 Messages
Closing the Polls on the M100
Packing the M100
Conclusion
Assessment

VIII. Automark Program

Program Overview
Exploring the Automark
Opening the Automark
Activating the Automark
Using the Automark Audio Option
Assisting Voters in Using the Automark
Assisting Voters in Using the Automark Touch Screen
Troubleshooting Machine and Ballot Issues
Shutting Down the Automark
Conclusion
Assessment

IX. DS200 Program (for specific counties)

Program Overview
Exploring the DS200
Setting up the DS200
Printing the Zero Tape
Voting on the DS200
Emergency Ballots
Processing Error Messages
Closing the DS200
Conclusion
Assessment