




Chapter 4

Sequential Steps for Resolving Ballots

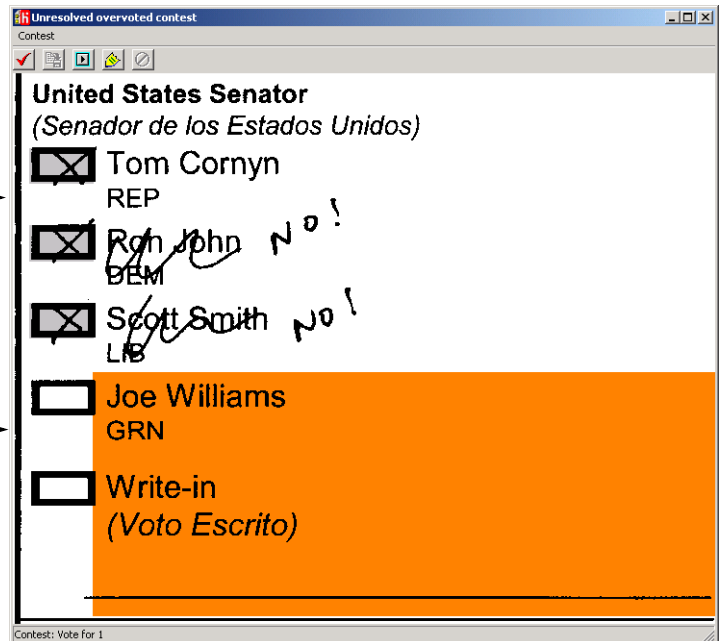
Part 1: Making Resolution Decisions

Given federal, state, and local guidelines on ballot resolution and voter intent issues, use the following steps to logically process issues encountered when viewing an unresolved contest in Ballot Now:

- Identify the resolution issue for the contest. Use Ballot Now color-codes to establish this.
- Identify voter marks on that contest.
- Identify any grayed-out option boxes. These are the options that Ballot Now reads as the voter's choices.
- Determine voter intent.
- Resolve the contest by:
 - Marking an option (*double-clicking* in a white option box)
 - (or) De-selecting an option (*right-clicking* in a gray option box)
 - (or) Confirming an undervote or overvote (*clicking the **Confirm** button* ).

Gray option boxes indicate options that Ballot Now reads as voted. →

White option boxes indicate options that Ballot Now reads as not voted. →



Ballot Now identifies contests that require resolution with a color-coded system:

Yellow = Undervoted contest

Orange = Overvoted contest

Aqua = Write-in contest

Avocado = Damaged contest



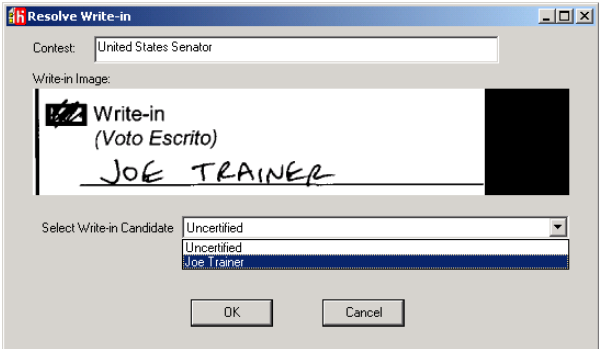
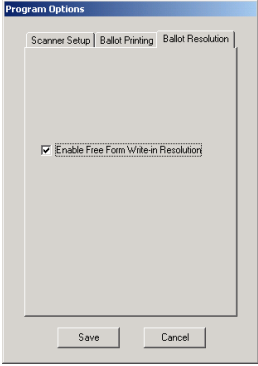
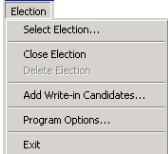
Teal = Protected contest

Green = Resolved contest

Part 2: General Sequential Steps for Resolving Ballots

Prerequisite Steps

If the ballots being resolved include write-in candidate options, the following steps are required before resolving.

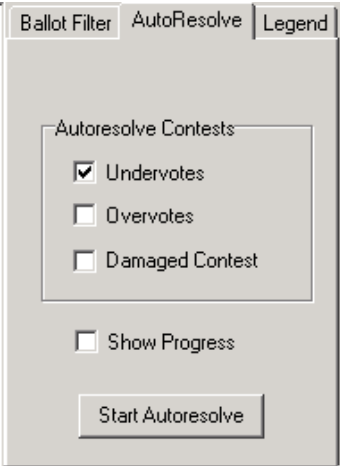
Prerequisite Steps:	Details:
<p>1. Open Ballot Now and log in as a user with Administrator permissions.</p> 	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Double-click</i> on the Ballot Now shortcut on the desktop. <input type="checkbox"/> If using a client-server Ballot Now setup, log in to the server.
<p>2. Insert the Ballot Now copy of the MBB into the card device and select the election for that MBB.</p> 	<p>Go to the Election menu, Select Election menu item. <i>Click</i> on the election targeted, and <i>click</i> the OK button.</p>
<p>3. Define write-ins and set up Program Options for ballot (write-in) resolution options, if applicable.</p> 	<ul style="list-style-type: none"> <input type="checkbox"/> Go to the Election menu, Add WriteIn Candidates menu item. <input type="checkbox"/> Define write-in candidates who are certified and/or who are known and for whom cast votes will be counted. <input type="checkbox"/> Go to the Election menu, Program Options menu item, Ballot Resolution tab and select the checkbox to allow free form write-ins, as applicable. 
<p>4. Exit Ballot Now.</p> 	<p>Go to the Election menu and select Exit (if resolving as a user with Ballot Board permissions).</p>

Resolution Steps

Resolution steps are presented here in a brief, list format.

See:

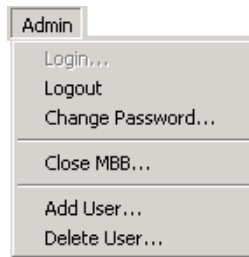
“Part 3: Detailed Sequential Steps for Resolving Ballots” on the following pages for specific resolution instructions. The “Detailed Sequential Steps for Resolving Ballots” section is designed for resolution team use. That section may be reproduced in color for team members.

Resolution Steps:	Details:
1. Open Ballot Now and log in as a user with Administrator or Ballot Board permissions.	<input type="checkbox"/> <i>Double-click</i> on the Ballot Now shortcut on the desktop. <input type="checkbox"/> If using a client-server Ballot Now setup, log in to the server first, then client(s).
2. Insert the Ballot Now copy of the MBB into the card device and select the election for that MBB.	Go to the Election menu, Select Election menu item. <i>Click</i> on the election targeted, and <i>click</i> the OK button.
3. Resolve batches sorted for AutoResolve. 	<input type="checkbox"/> Go to the Resolve menu, Resolve... menu item, and select the AutoResolve tab. <input type="checkbox"/> The AutoResolve filter includes: <ul style="list-style-type: none"> • Undervotes – those contests with fewer than the allowable number of options marked • Overvotes – those contests with greater than the allowable number of options marked • Damaged Contests – those contests where Ballot Now cannot locate the option box due to ballot damage. <p>See: “Part 4: How Ballot Now Reads Marked Ballots, A Reference” on page 43.</p>
4. Manually resolve (other) undervotes.	Those undervotes not AutoResolved
5. Manually resolve (other) overvotes.	Those overvotes not AutoResolved
6. Manually resolve (other) damaged contests.	Those damaged contests not AutoResolved
7. If applicable, resolve write-in votes.	
8. Close the Resolve Ballot window.	Go to the Ballot menu and select Close , or <i>click</i> the window’s close button.
9. Exit Ballot Now.	Go to the Election menu and select Exit .

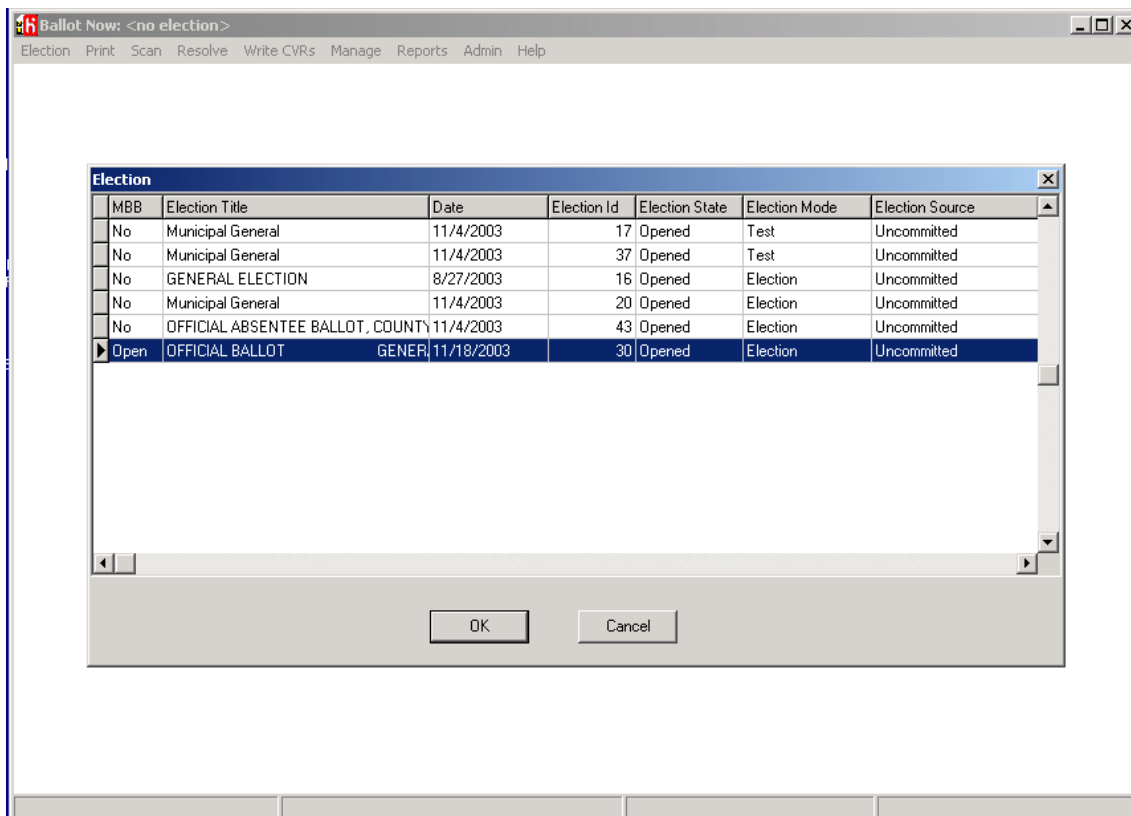
Part 3: Detailed Sequential Steps for Resolving Ballots

Steps are presented her in detail. Screen shots and instructions present recommended steps to accomplish resolution.

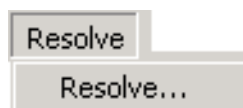
1. Open Ballot Now and log in.



2. Insert the MBB designated for Ballot Now into the card device, and select the election for that MBB.



- 2.1 Click **OK**.
- 2.2 Go to the **Resolve** menu, **Resolve...** menu item.



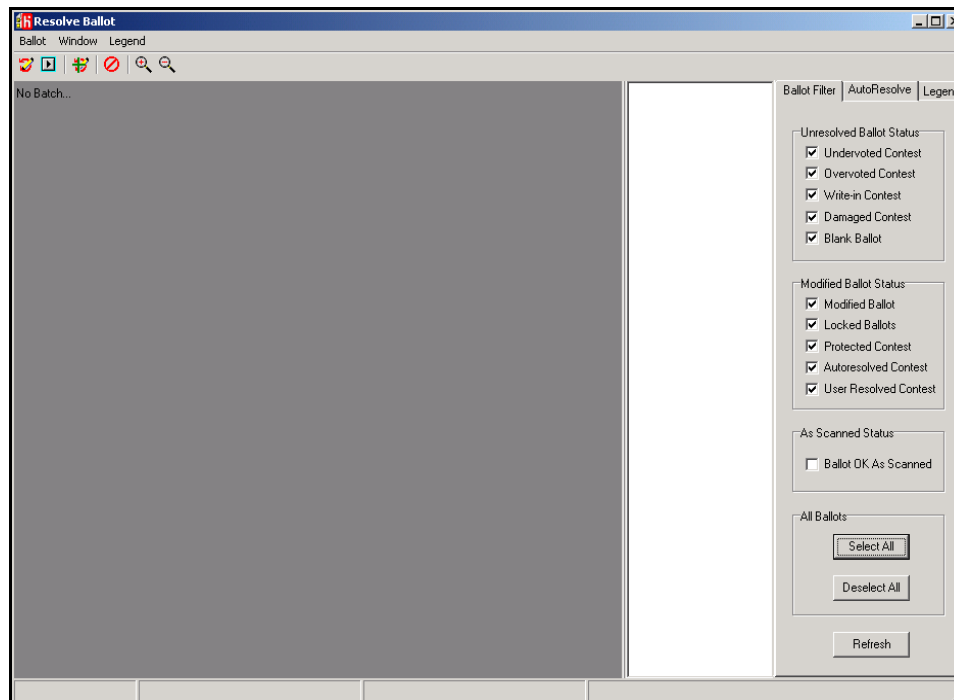
3. Resolve batches sorted for AutoResolve.

3.1 On the **Ballot Filter** tab, *click* checkboxes to select all filters except **Ballot OK As Scanned**.

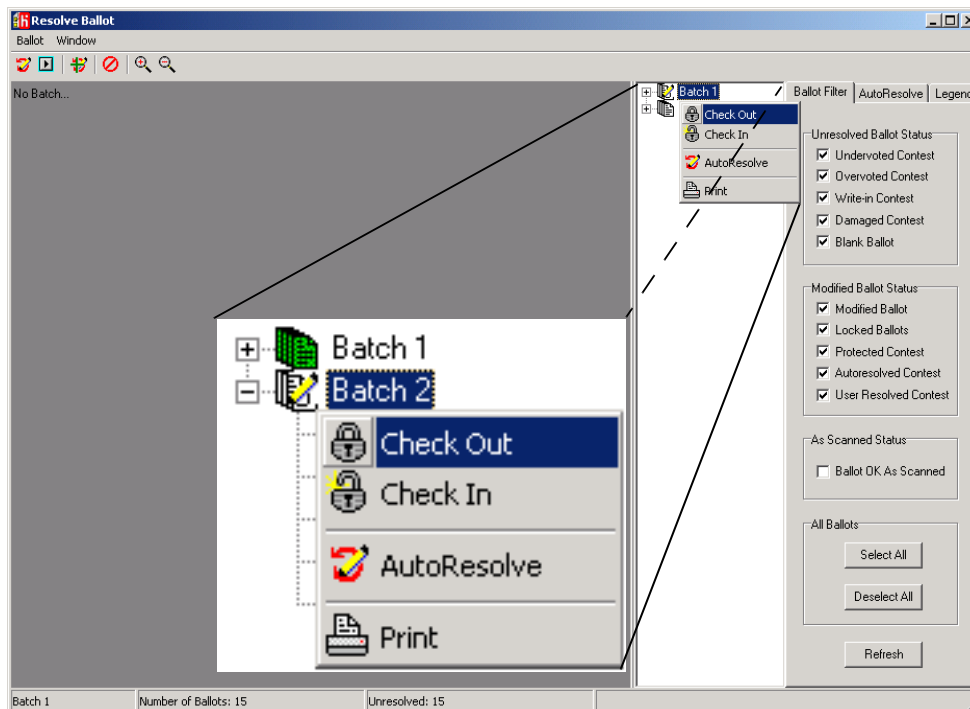
Tip(s):

*Click **Select All**, and then *click* the **Ballot OK As Scanned** checkbox to deselect.*

3.2 *Click Refresh.*



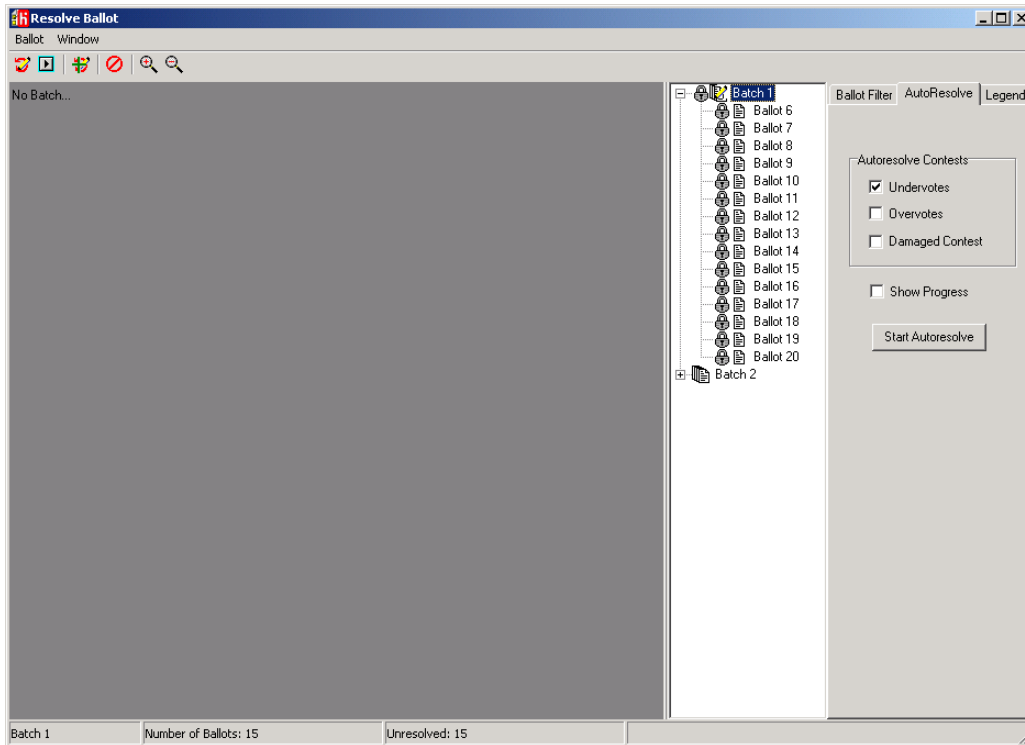
3.3 *Left-click* to select the target batch. *Right-click* on the target batch in the selection tree and choose **Check Out**.



Note:

If operating a Ballot Now system that is not set up for client-server use or multiple resolution team member users, it is not necessary to check ballots out or in.

3.4 From the **AutoResolve** tab, *click* checkboxes to select all appropriate filters for the batch.



3.5 *Click* on the target batch to select it, and *click* **Start AutoResolve**, or *click* the **AutoResolve** button.

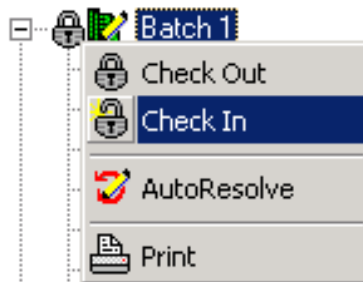


3.6 Open the batch in the selection tree if necessary (*click* on the +), and manually resolve any ballots that do not indicate the bright green “resolved” color.

See:

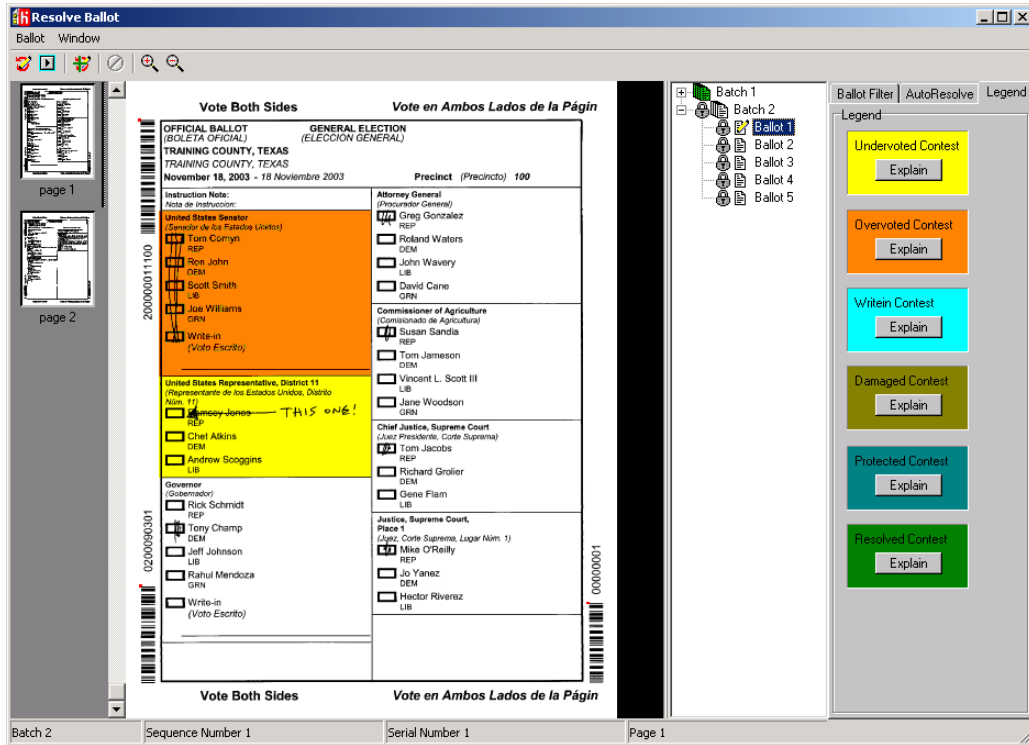
The following pages for manual resolution steps.

3.7 *Left-click* to select the target batch. *Right-click* on the target batch in the selection tree and choose **Check In**.



4. Manually resolve (other) undervotes.

- 4.1 *Left-click* to select the target batch. *Right-click* on the target batch in the selection tree and choose **Check Out**.
- 4.2 *Click* on the ballot images in the tree, stopping at those requiring resolution.



- 4.3 To resolve an undervoted contest, *double-click* on a yellow contest in the left panel.
- 4.4 *Double-click* in a white option box to select that option, as voter intent indicates.

Note:

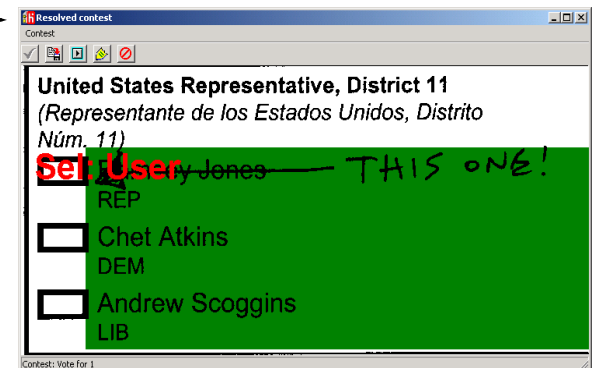
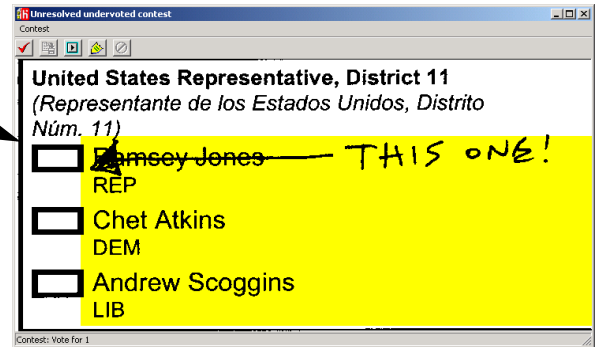
The **Contest** window title bar identifies the contest status.

- 4.5 *Click* the **Save** button, and then the **Next Contest** button (or save and close the **Contest** window).

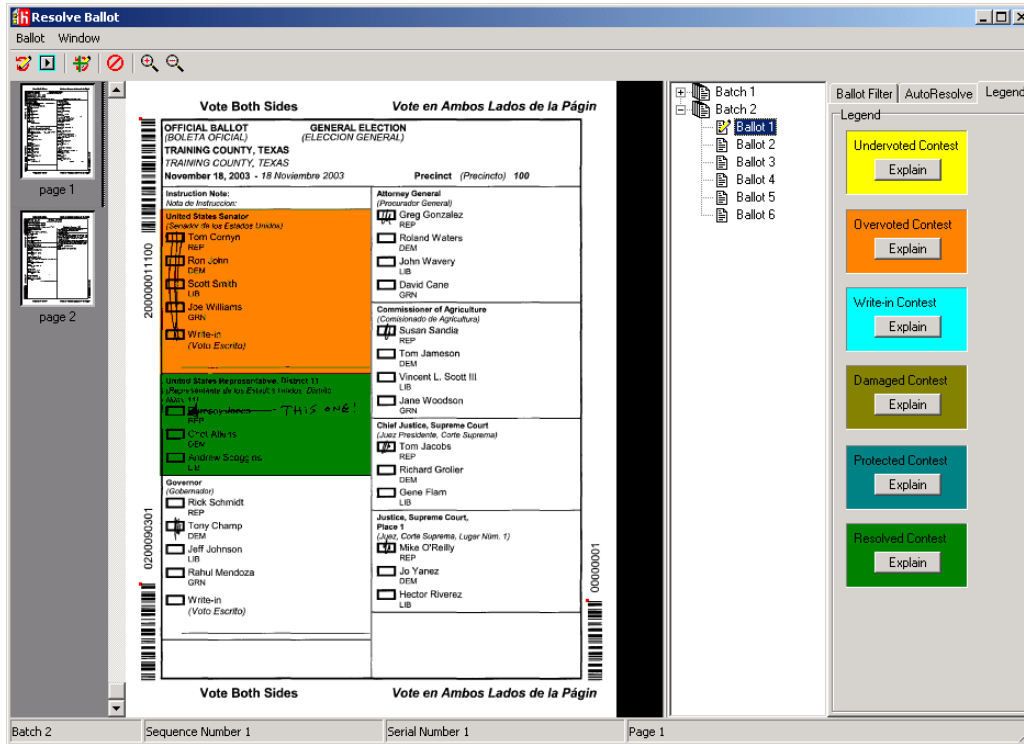


Note:

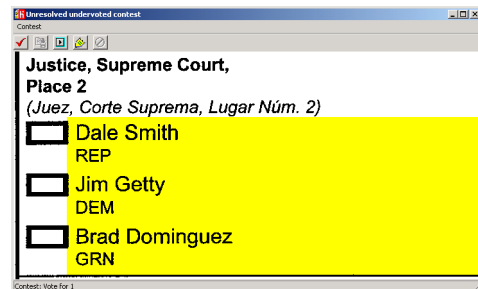
The **Contest** window title bar updates to identify the change in contest status.



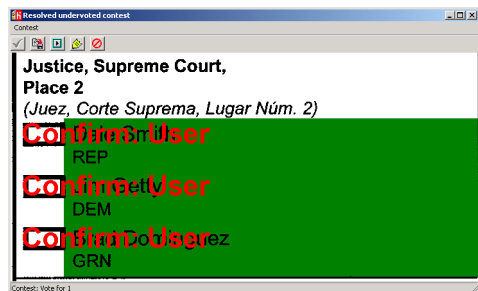
4.6 In the **Resolve Ballot** window, the resolved undervoted contest is now the bright green “resolved” color.



- A. To manually resolve a clearly undervoted contest with no voter intent issues, *double-click* on the contest and *click* the **Confirm** button.



- B. The undervote is confirmed. The contest is recorded as an undervote, with no option receiving a valid mark.



- C. *Click* the **Save** and **Next Contest** buttons (or save and close the **Contest** window).



Tip(s):

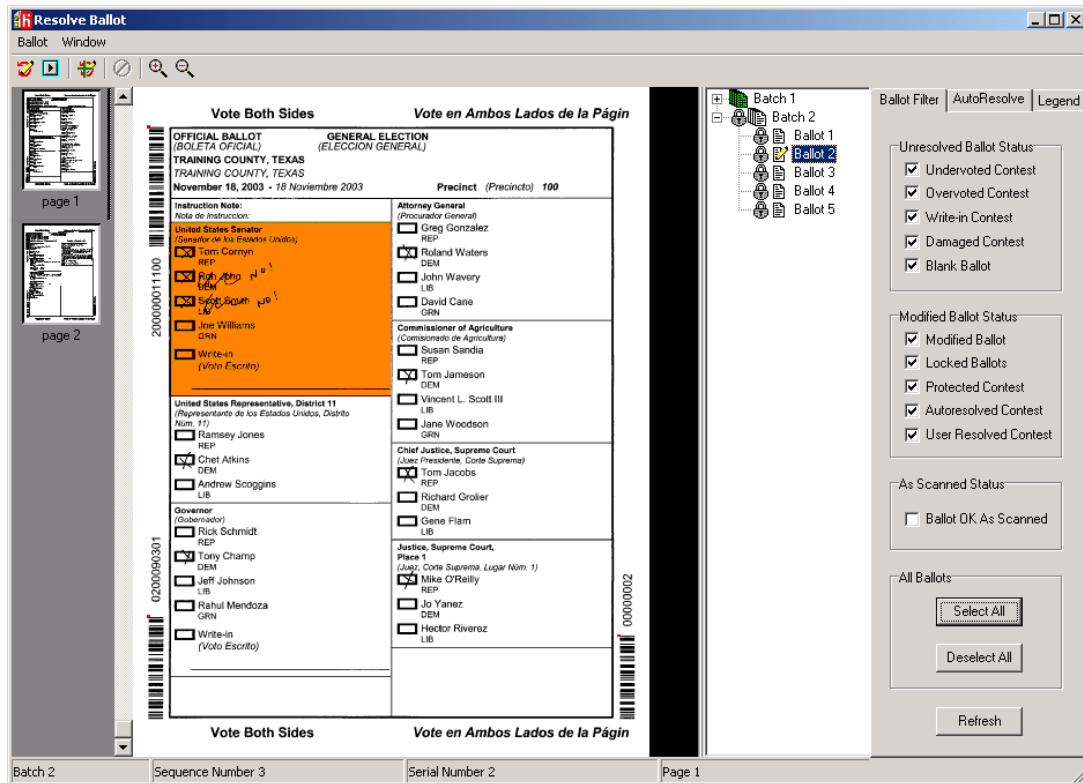
Instead of using the **Next Contest** button, exit each contest after manually resolving and saving. View each ballot from the **Resolve Ballot** window, and select only contests needing intent decisions on that ballot. Next, set the AutoResolve filter, and use the AutoResolve button to resolve any clear undervotes and overvotes on the ballot. Save and go to the next ballot.



5. Manually resolve (other) overvotes.

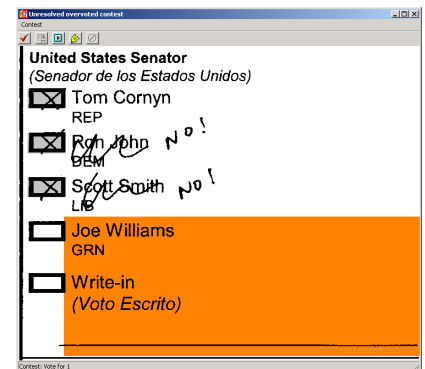
5.1 If not already accomplished, *left-click* to select the target batch. *Right-click* on the target batch in the selection tree and choose **Check Out**.

5.2 *Click* on the ballot images in the tree, stopping at those requiring resolution.



5.3 To resolve an overvoted contest, *double-click* on an orange contest.

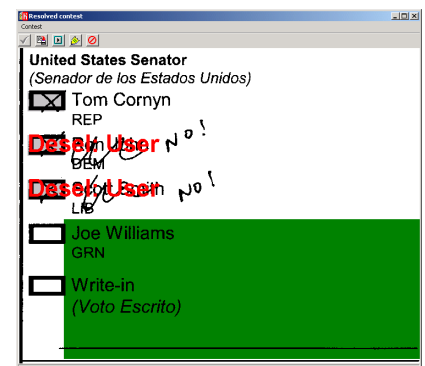
5.4 *Left-click*, then *right-click* in a gray option box to deselect options, as voter intent indicates.



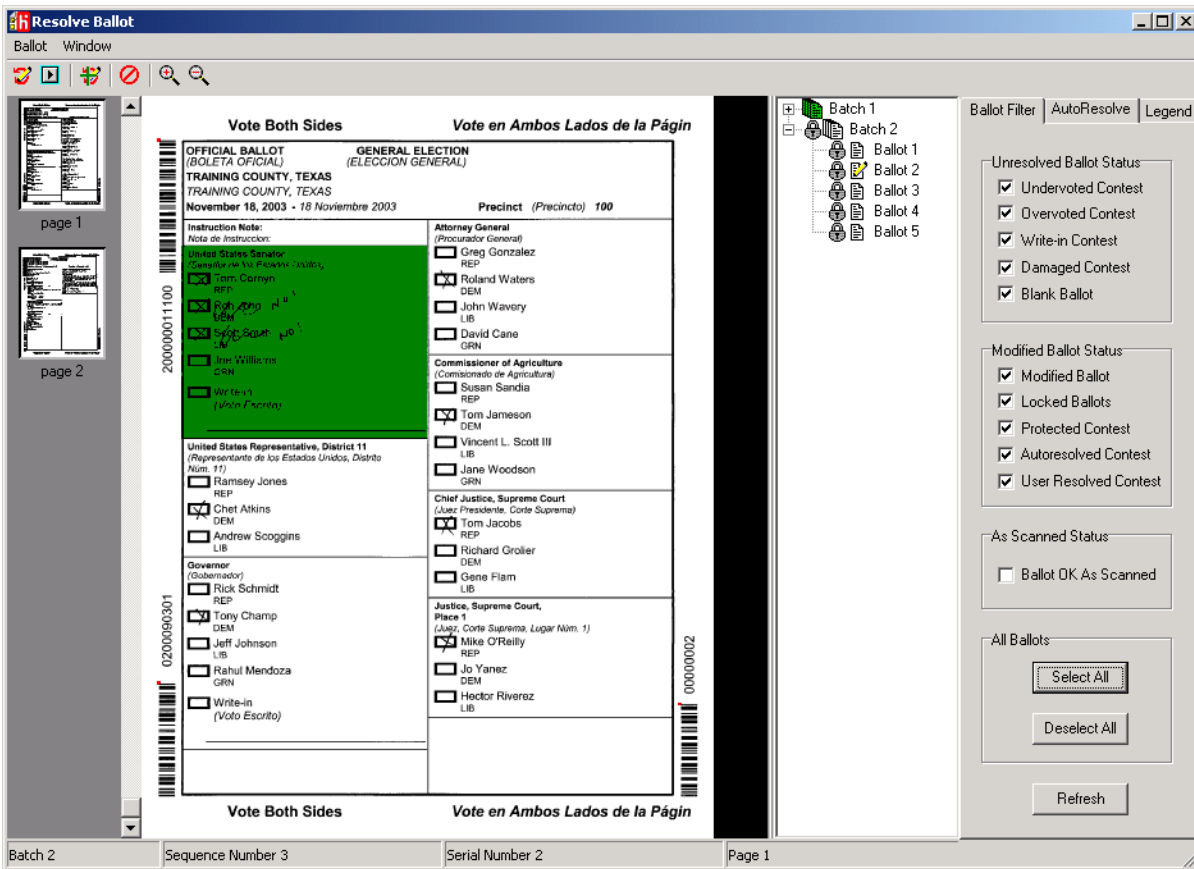
5.5 *Click* the **Save** button, and then the **Next Contest** button (or save and close the **Contest** window).



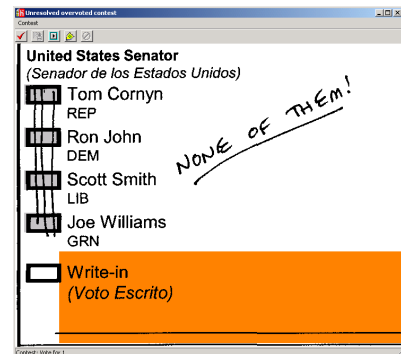
In this example the overvoted contest has been resolved by assigning the vote to the first candidate by *deselecting* the other two voted candidates.



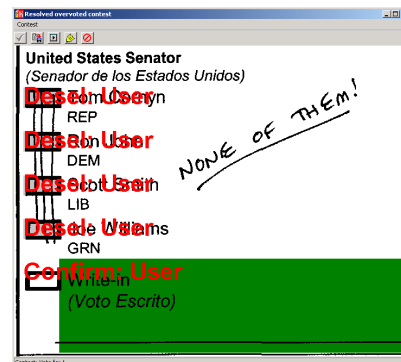
5.6 In the **Resolve Ballot** window, the resolved overvoted contest is now the bright green “resolved” color.



A. To manually resolve a clearly overvoted contest with no voter intent issues, *double-click* on the contest and select the **Confirm** button.



B. The overvote is confirmed. The contest is recorded as an over-vote, with no option receiving a valid mark.



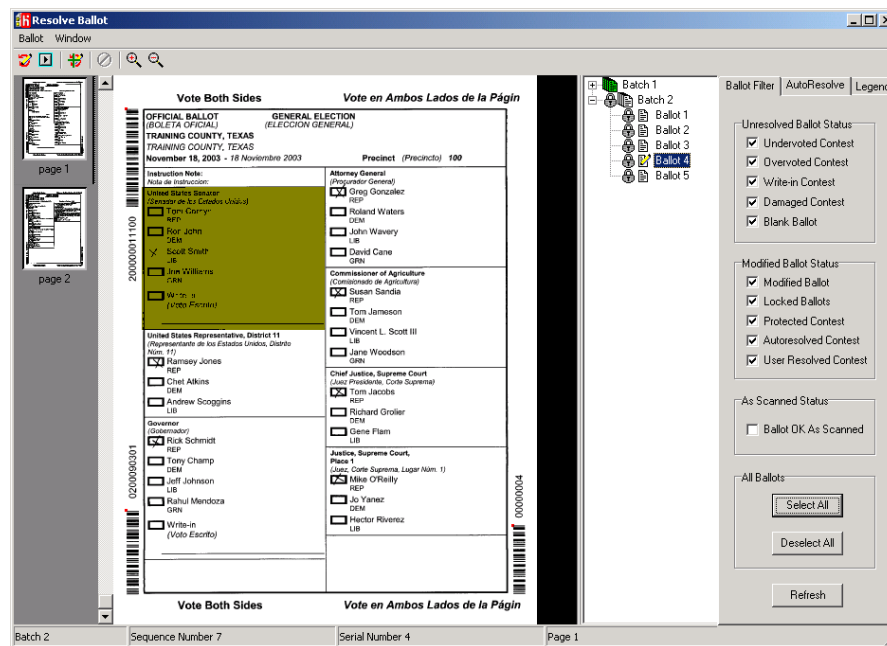
C. Click the **Save** and **Next Contest** buttons (or save and close the **Contest** window).



6. Manually resolve (other) damaged contests.

6.1 If not already accomplished, *left-click* to select the target batch. *Right-click* on the target batch in the selection tree and choose **Check Out**.

6.2 *Click* on the ballot images in the tree, stopping at those requiring resolution.



6.3 To resolve a damaged contest, *double-click* on an avocado contest.

6.4 Notice that the damaged contest is missing an option box. In this example the option box has been removed with a white-out product.

6.5 To select an option, *double-click* in the location where that option box should be.

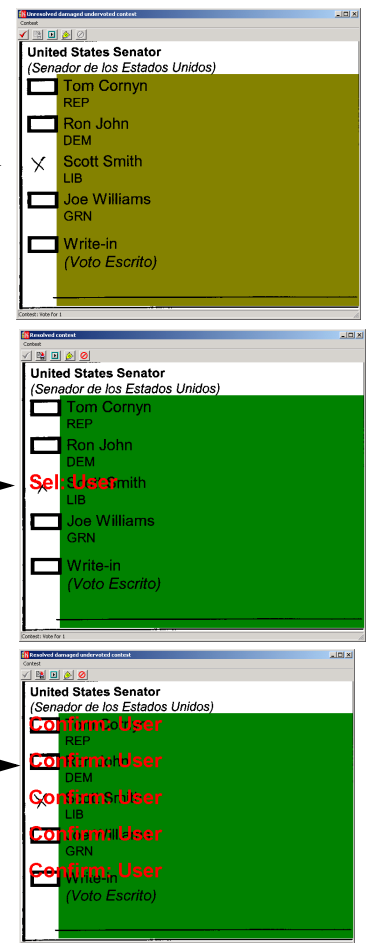
6.6 OR to confirm the damaged contest and record this as an undervote, *click* the **Confirm** button.



In this example the option with the missing box has been selected by the Ballot Now operator.

In this example the damaged contest has been confirmed and will be recorded as an undervote.

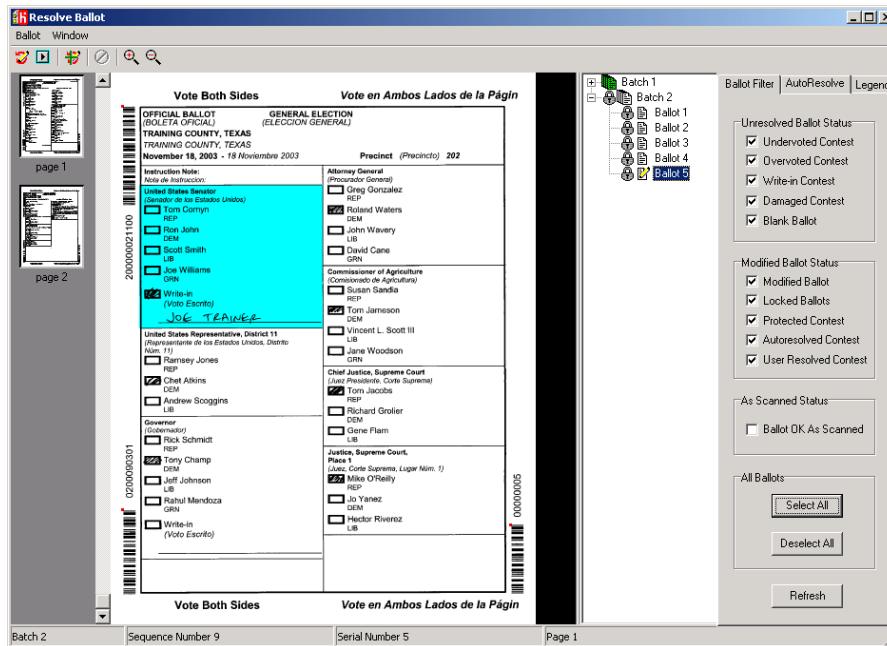
6.7 *Click* the **Save** and **Next Contest** buttons (or save and close the **Contest** window).



7. If applicable, resolve write-in votes.

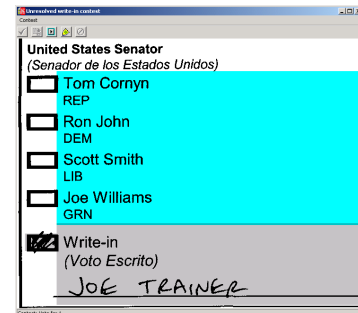
7.1 If not already accomplished, *left-click* to select the target batch. *Right-click* on the target batch in the selection tree and choose **Check Out**.

7.2 *Click* on the ballot images in the tree, stopping at those requiring resolution.

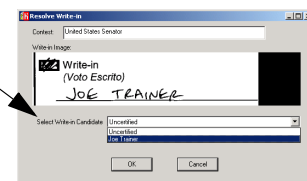


7.3 To resolve a write-in contest, *double-click* on an aqua contest.

7.4 *Double-click* in the (gray) write-in area.



7.5 In the **Resolve Writein** window, *click and hold* the drop-down arrow and select a write-in candidate name, or assign as "Uncertified".



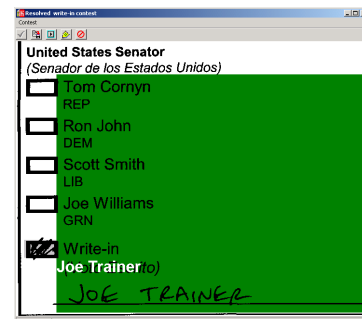
Note:

If free-form write-ins are allowed, candidate names may be keyed in to the **Enter Text for Writein** field "on the fly".

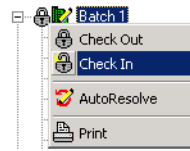
7.6 In the **Resolve Writein** window, *click* **OK**.

7.7 *Click* the **Save** and **Next Contest** buttons (or save and close the **Contest** window).

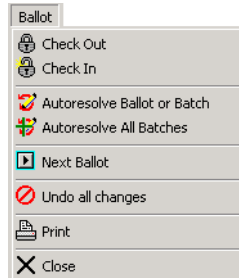
The write-in vote is saved as a mark for the candidate chosen, as indicated in the overlay.



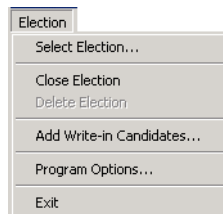
8. When resolution on a batch is complete, *left-click* to select that batch, *right-click*, and choose **Check In**.



9. Close the **Resolve Ballot** window via the **Ballot** menu, or by *clicking* the window's close button.



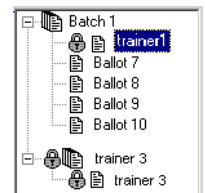
10. Exit Ballot Now via the **Election** menu, or by *clicking* the **Ballot Now** window close button. Do not exit Ballot Now on a server unless resolution at client stations is stopped.

**Note:**

In client-server setups a ballot currently being resolved by another user is so noted in the selection tree. These ballots are marked by the “checked out” icon and the username. Refresh to check for ballots in use by other resolvers.

Note:

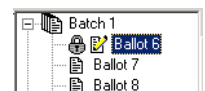
A batch and/or ballot checked out by another user is so noted in the selection tree (even in stand-alone Ballot Now installations). These ballots are marked by the “checked out” icon and the username. Ballots checked out by another user may be checked in either by that user, or by a user with administrator permissions.

**Note:**

The ballot currently being viewed on the PC is noted in the selection tree by a pencil icon.

Note:

A batch that has been saved to MBB is noted in the selection tree by a green padlock icon and green ballot icon(s).

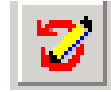


Tip(s):

Protect contests from AutoResolve with the **Protect** tool, available in the **Contest** menu and on the associated tool bar. Engaging AutoResolve will not affect these contests. De-select the **Protect** tool either before or after manually resolving the contest.



When manually resolving contests, view the entire ballot in the **Resolve Ballot** window. *Double-click* only those contests that require manual resolve, closing each **Contest** window and viewing the entire ballot for other contests with voter intent issues. For all other issues on the ballot set the AutoResolve filter to the desired settings (set to AutoResolve overvotes and undervotes for increases efficiency), and AutoResolve the remainder of the ballot by *clicking* on the **AutoResolve** tool.



To AutoResolve, a user may select a ballot or batch in the selection tree, and then *right-click* the **AutoResolve** tool. AutoResolve will resolve as indicated on the AutoResolve filter tab.

Use the **Undo** tool from the **Resolve Ballot** window to undo all actions performed on a ballot or batch selected in the selection tree.

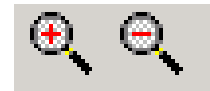


Use the **Undo** tool from the **Contest** window to undo all actions performed on a contest.

Leave locked (checked out) ballots or batches locked when exiting Ballot Now, in order to prevent other non-Administrator-level users from resolving these (e.g., in order to discuss voter intent issues with a team member at a later time).



Use the **Zoom** tools to zoom in or out of a ballot view in the **Resolve Ballot** window.



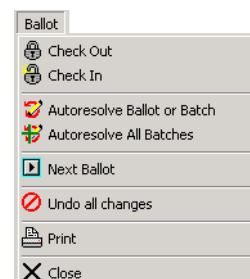
In the **Resolve Ballot** window, *click and drag* on the ballot image to zoom in on a rectangular section of the ballot. *Click* the **Zoom Out** tool, or *right-double-click*, to return to the fit-to-window view.



Right-click-and-hold functionality in the selection tree includes menu items for **Check Out**, **Check In**, **AutoResolve** selected batch or ballot, and **Print** selected ballot.



Use the **Print** menu item available in the selection tree via *right-click*, or in the **Ballot** menu, in order to print a hard copy of the selected ballot. Ballots printed in this manner have all bar codes blacked out, and these ballots will not scan.



Part 4: How Ballot Now Reads Marked Ballots, A Reference

It is not the objective of eSlate training specialists or Hart InterCivic to teach election law or to influence decisions on voter intent. Sections of state and federal election law may apply to Ballot Now voted ballots and should be regarded by the local elections administrator(s) in determining resolution procedures when processing ballots and determining voter intent. The sections of election law that may apply include, but are not limited to, references and decrees referring to counting irregularly marked ballots, preparing ballots for automatic scanning, and replacing damaged ballots. Ballot Now meets, or exceeds, Federal Voting Systems Standards requirements for accuracy. Given federal, state, and local guidelines on ballot resolution and voter intent issues, use the following information to assist in the decision-making process.

Reading Ballot Now Bar Code Numbers

Vote Both Sides

<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p>Ballot Identifier Code Block</p> <p>Contains the precinct code and page number of the ballot</p> </div> <div style="border: 1px solid black; padding: 5px;"> <p>Serial Number Code Block</p> <p>Contains the ballot serial number</p> <ul style="list-style-type: none"> <input type="checkbox"/> If “Enable Ballot Serial Numbering” <u>and</u> “Readable Serial Number on Ballot” are selected in Ballot Now Program Options, then a sequential serial number prints here in bar code and numeric forms. This is useful for Election ballots. <input type="checkbox"/> If “Enable Ballot Serial Numbering” is selected, but <u>not</u> “Readable Serial Number on Ballot”, the serial number will not print in numeric form. The Ballot Now program will still identify ballots by serial number from the bar code. <input type="checkbox"/> If “Readable Serial Number on Ballot” is selected, but <u>not</u> “Enable Ballot Serial Numbering” all ballots print with the serial number 00000000. This is useful for Sample and Proof ballots to demonstrate ballot serial numbering. Print these ballots before printing Election ballots with serial numbers. <input type="checkbox"/> If neither “Enable Ballot Serial Numbering on Ballot” nor “Readable Serial Number on Ballot” is chosen, the serial number will not print and Ballot Now will not identify ballots by serial number from the bar code. This is useful for Sample and Proof ballots. Print these ballots before printing Election ballots with serial numbers. </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Election ID Code Block</p> <p>Contains the Election ID number</p> </div>

Demo Ballot

200000071000

1000000011

Orange County 2002 Primary May 01, 2004		DEMONSTRATION BALLOT PRINTED BY Hart Intercivic <u>BALLOT NOW</u> Precinct: 0002001-REP	
Governor REP	Controller REP	Board of Equalization 3rd District REP	
<input type="checkbox"/> ROSALIE REP FURTADO	<input type="checkbox"/> W. SNOW HUME REP DEAN ANDAL REP	<input type="checkbox"/> CLAUDE PARRISH REP	
		DAVID P. REP GAROFALO STEVE PETRUZZO REP EMAD BAKEER REP GLEN R. FORSCH Write-In	
		Representative 47th District REP SHANE KELLY REP JEFF CHAVEZ REP CHRISTOPHER L. REP GILBERTSON KENNETH M. REP VALENZUELA FISHER Write-In	
		Senator 34th District REP ARACELI REP GONZALEZ Write-In	
		Assembly 72nd District REP LYNN DAUCHER REP BOB DIVINE REP Write-In	

Demo Ballot

01920200

Ballot Now reads these marks as overvotes

eSlateTraining Trainer County September 13, 2003		Ward 08-b	
Ballot Directions Vote for your choice in each contest by filling in the square provided to the left of your choice. Please use a black ink pen to mark the ballot.		County Contests	
President Vote for one. <input checked="" type="checkbox"/> Paul Newman Professional Actor <input checked="" type="checkbox"/> George Washington First president of the United States		County Commissioner Place 2 Vote for one. <input checked="" type="checkbox"/> Angelina Jolie <input checked="" type="checkbox"/> Barbara Jordan	
United States Senator Vote for one. <input checked="" type="checkbox"/> Catherin Zeta Jones <input checked="" type="checkbox"/> Helen Keller		Local Contests	
United States Representative Vote for one. <input checked="" type="checkbox"/> Orlando Bloom <input checked="" type="checkbox"/> Abraham Lincoln		City Council Member, Place 5 Vote for one. <input checked="" type="checkbox"/> Elizabeth Taylor <input checked="" type="checkbox"/> Harriet B. Stowe Write-In: <u>JESSE VENTURA</u>	
State Contests		City Superintendent of Schools Vote for one. <input checked="" type="checkbox"/> Liam Neeson ← This one <input checked="" type="checkbox"/> William Glasser	
State Senator Vote for one. <input checked="" type="checkbox"/> Colin Farrell <input checked="" type="checkbox"/> William Byrd		Ballot Measures	
State Representative District 2 Vote for one. <input checked="" type="checkbox"/> Brad Pitt <input checked="" type="checkbox"/> Robert Frost		Proposition 1 Should a uniform voter registration system be implemented across the United States? Vote either "Yes" or "No". <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>OOPS! NEITHER ONE!</i>	

Ballot Now reads this write-in option as voted.

Overvotes and undervotes must be resolved before write-ins are resolved.


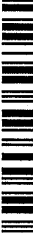

Ballot Now Reads:
 Most dark colored pens and markers

Ballot Now may not read:
 Light colored pens, most reds, light blues, most highlighters, and pencils.

Recommended to Use:
Black or standard blue pen, filling the option box.

Also refer to specific scanner documentation.

Ballot Now reads these marks as undervotes

 <p>eSlateTraining Trainer County September 13, 2003</p>		<p>Ward 08-b</p>	
<p>Ballot Directions Vote for your choice in each contest by filling in the square provided to the left of your choice. Please use a black ink pen to mark the ballot.</p>		<p>County Contests</p>	
<p>President Vote for one.</p> <p><input type="checkbox"/> Paul Newman Professional Actor</p> <p><input type="checkbox"/> George Washington First president of the United States</p>		<p>County Commissioner Place 2 Vote for one.</p> <p><input type="checkbox"/> Angelina Jolie</p> <p><input type="checkbox"/> Barbara Jordan BOTH!</p>	
<p>United States Senator Vote for one.</p> <p><input checked="" type="checkbox"/> Catherin Zeta Jones YES!</p> <p><input type="checkbox"/> Helen Keller</p>		<p>Local Contests</p>	
<p>United States Representative Vote for one.</p> <p><input checked="" type="checkbox"/> Orlando Bloom</p> <p><input type="checkbox"/> Abraham Lincoln NO!</p>		<p>City Council Member, Place 5 Vote for one.</p> <p><input type="checkbox"/> Elizabeth Taylor</p> <p><input type="checkbox"/> Harriet B. Stowe</p> <p><input type="checkbox"/> Write-In: J. SMITH</p>	
<p>State Contests</p>		<p>City Superintendent of Schools Vote for one.</p> <p><input type="checkbox"/> Liam Neeson NO!</p> <p><input type="checkbox"/> William Glasser YES (EDUCATOR)</p>	
<p>State Senator Vote for one.</p> <p><input type="checkbox"/> Colin Farrell</p> <p><input type="checkbox"/> William Byrd ← HIM (COMPOSER)</p>		<p>Ballot Measures</p>	
<p>State Representative District 2 Vote for one.</p> <p><input checked="" type="checkbox"/> Brad Pitt</p> <p><input checked="" type="checkbox"/> Robert Frost</p>		<p>Proposition 1 Should a uniform voter registration system be established in the United States? Vote either "Yes" or "No".</p> <p><input checked="" type="checkbox"/> Yes ←</p> <p><input type="checkbox"/> No</p>	
 <p>0200080201</p>		 <p>000000002</p>	

Ballot Now reads this contest as "damaged" because the option box has been erased.

If confirmed as damaged, the Cast Vote Record records this contest as an undervote.

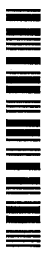
Ballot Now write-in resolution examples

eSlateTraining Trainer County September 13, 2003		Ward 08-b	
Ballot Directions Vote for your choice in each contest by filling in the square provided to the left of your choice. Please use a black ink pen to mark the ballot.		State Representative District 2 Vote for one.	
President Vote for one.		<input type="checkbox"/> Brad Pitt <input type="checkbox"/> Robert Frost <input checked="" type="checkbox"/> Write-In: BRAO PITT	
<input type="checkbox"/> Paul Newman Professional Actor <input type="checkbox"/> George Washington First president of the United States <input checked="" type="checkbox"/> Write-In:		County Contests County Commissioner Place 2 Vote for one.	
United States Senator Vote for one.		<input type="checkbox"/> Angelina Jolie <input type="checkbox"/> Barbara Jordan <input checked="" type="checkbox"/> Write-In: JOHN DOE (not "certified")	
<input type="checkbox"/> Catherin Zeta Jones <input type="checkbox"/> Helen Keller <input checked="" type="checkbox"/> Write-In: MICKEY MOUSE		On this Ballot: President contest: The write-in is left blank, and may be assigned to the "uncertified" category. U.S. Senator contest: The write-in is a cartoon character, and may be assigned either to the "uncertified" category, or as a "free form" write-in candidate. U.S. Representative contest: The write-in is a "certified" write-in candidate, and may be assigned the vote. State Senator contest: The write-in is a nickname of a "certified" write-in candidate, and that candidate may be assigned the vote (depending on state and local guidelines). State Rep. District 2 contest: The write-in is a candidate on the ballot. This vote may be assigned to a "certified" write-in of the candidate and assigned to the candidate in the Tally application, or it may be assigned to the "uncertified" category. County Commissioner Place 2 contest: The write-in is not a certified write-in, and may be assigned either to the "uncertified" category, or as a "free form" write-in candidate.	
United States Representative Vote for one.			
<input type="checkbox"/> Orlando Bloom <input type="checkbox"/> Abraham Lincoln <input checked="" type="checkbox"/> Write-In: John Smith ("CERTIFIED")			
State Contests State Senator Vote for one.			
<input type="checkbox"/> Colin Farrell <input type="checkbox"/> William Byrd <input checked="" type="checkbox"/> Write-In: "Smitty" J. Smith (NICKNAME)			

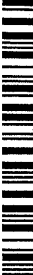
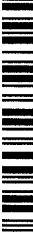


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Ballot Now straight party resolution examples

 eSlateTraining Trainer County September 13, 2003		Ward 08-a	
Ballot Directions Vote for your choice in each contest by filling in the square provided to the left of your choice.		State Representative District 2 Vote for one.	
Straight Party Voting for a party in the "Straight Party" contest will assign a vote to all candidates running in that party in all contests. The voter may vote for candidates associated with other parties in other contests, thus voiding the "Straight Party" vote in those contests.		<input type="checkbox"/> Jackie Chan FAM	
<input checked="" type="checkbox"/> Famous Party <input type="checkbox"/> Historical Party		<input type="checkbox"/> Robert Frost HIS	
President Vote for one.		County Contests	
<input checked="" type="checkbox"/> Ben Affleck FAM Professional Actor		County Commissioner Place 2 Vote for one.	
<input type="checkbox"/> George Washington HIS First president of the United States		<input type="checkbox"/> Michelle Pfeiffer FAM	
United States Senator Vote for one.		<input type="checkbox"/> Barbara Jordan HIS	
<input type="checkbox"/> Cameron Diaz FAM		Local Contests	
<input checked="" type="checkbox"/> Helen Keller HIS		City Council Member, Place 5 Vote for one.	
United States Representative Vote for one.		<input type="checkbox"/> Sandra Bullock	
<input type="checkbox"/> Tom Hanks FAM		<input type="checkbox"/> Harriet B. Stowe	
<input type="checkbox"/> Abraham Lincoln HIS		<input type="checkbox"/> Write-In:	
State Contests		Ballot Measures	
State Senator Vote for one.		Proposition 1 Should a uniform voter registration system be implemented across the United States? Vote either "Yes" or "No".	
<input type="checkbox"/> Bob Hope FAM		<input type="checkbox"/> Yes	
<input type="checkbox"/> William Byrd HIS			
		On this Ballot: Straight Party contest: Ballot Now reads the straight party vote. President contest: Ballot Now reads the emphasis vote. United States Senator contest: Ballot Now reads the cross-over vote Remaining contests: Ballot Now records a vote for the candidate indicated by the straight party vote in all unmarked contests with straight part associations. Ballot Now reads the final two contests as undervotes because they are unmarked and there are no candidates associated with the straight party choice voted.	

Ballot Now straight party resolution examples, continued

eSlateTraining Trainer County September 13, 2003		Ward 08-a	
200000081000 0200080191	Ballot Directions Vote for your choice in each contest by filling in the square provided to the left of your choice.	State Representative District 2 Vote for one. <input type="checkbox"/> Jackie Chan FAM <input type="checkbox"/> Robert Frost HIS	
	Straight Party Voting for a party in the "Straight Party" contest will assign a vote to all candidates running in that party in all contests. The voter may vote for candidates associated with other parties in other contests, thus voiding the "Straight Party" vote in those contests. <input checked="" type="checkbox"/> Famous Party ← This one! <input checked="" type="checkbox"/> Historical Party	County Contests County Commissioner Place 2 Vote for one. <input type="checkbox"/> Michelle Pfeiffer FAM <input type="checkbox"/> Barbara Jordan HIS	
President Vote for one. <input type="checkbox"/> Ben Affleck FAM Professional Actor <input type="checkbox"/> George Washington HIS First president of the United States	Local Contests City Council Member, Place 5 Vote for one. <input type="checkbox"/> Sandra Bullock <input type="checkbox"/> Harriet B. Stowe <input type="checkbox"/> Write-In:		
United States Senator Vote for one. <input checked="" type="checkbox"/> Cameron Diaz FAM <input type="checkbox"/> Helen Keller HIS	Ballot Measures Proposition 1 Should a uniform voter registration system be implemented across the United States? Vote either "Yes" or "No". <input type="checkbox"/> Yes <input type="checkbox"/> No		
United States Representative Vote for one. <input type="checkbox"/> Tom Hanks FAM <input checked="" type="checkbox"/> Abraham Lincoln HIS	9		
State Contests State Senator Vote for one. <input type="checkbox"/> Bob Hope FAM <input type="checkbox"/> William Byrd HIS	On this Ballot: Straight Party contest: Ballot Now reads the contest as an overvote. It is available for resolution. Remaining contests: Initially, Ballot Now reads other unmarked contests associated with the straight party contest as undervotes. The undervoted contests associated with the straight party contest are resolved if the straight party contest is resolved by de-selecting a candidate in order to resolve the overvote.		

Ballot Now straight party resolution examples, continued

 eSlateTraining Trainer County September 13, 2003		Ward 08-a	
Ballot Directions Vote for your choice in each contest by filling in the square provided to the left of your choice.		State Representative District 2 Vote for one.	
Straight Party Voting for a party in the "Straight Party" contest will assign a vote to all candidates running in that party in all contests. The voter may vote for candidates associated with other parties in other contests, thus voiding the "Straight Party" vote in those contests.		<input type="checkbox"/> Jackie Chan FAM <input type="checkbox"/> Robert Frost HIS	
<input type="checkbox"/> Famous Party <input type="checkbox"/> Historical Party		County Contests	
President Vote for one.		County Commissioner Place 2 Vote for one.	
<input type="checkbox"/> Ben Affleck FAM Professional Actor <input type="checkbox"/> George Washington HIS First president of the United States		<input type="checkbox"/> Michelle Pfeiffer FAM <input type="checkbox"/> Barbara Jordan HIS	
United States Senator Vote for one.		Local Contests	
<input type="checkbox"/> Cameron Diaz FAM <input type="checkbox"/> Helen Keller HIS		City Council Member, Place 5 Vote for one.	
United States Representative Vote for one.		<input type="checkbox"/> Sandra Bullock <input type="checkbox"/> Harriet B. Stowe <input type="checkbox"/> Write-In:	
<input type="checkbox"/> Tom Hanks FAM <input type="checkbox"/> Abraham Lincoln HIS		Ballot Measures	
State Contests		Proposition 1 Should a uniform voter registration system be implemented across the United States? Vote either "Yes" or "No".	
State Senator Vote for one.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<input type="checkbox"/> Bob Hope FAM <input type="checkbox"/> William Byrd HIS		On this Ballot: Straight Party contest: Ballot Now reads the contest as an undervote. It is available for resolution, but it will not be highlighted in yellow for resolution. Remaining contests: Initially, Ballot Now reads all other contests on this page as undervotes. These contests are available for resolution. The undervoted contests associated with the straight party contest are resolved if the straight party contest is resolved by selecting a candidate in order to resolve <i>that</i> undervote.	

Ballot Now straight party resolution examples, continued

eSlateTraining Trainer County September 13, 2003		Ward 08-a	
Ballot Directions Vote for your choice in each contest by filling in the square provided to the left of your choice.	State Representative District 2 Vote for one.		<input type="checkbox"/> Jackie Chan FAM <input checked="" type="checkbox"/> Robert Frost HIS
	Straight Party Voting for a party in the "Straight Party" contest will assign a vote to all candidates running in that party in all contests. The voter may vote for candidates associated with other parties in other contests, thus voiding the "Straight Party" vote in those contests.		
<input type="checkbox"/> Famous Party <input type="checkbox"/> Historical Party	County Contests		County Commissioner Place 2 Vote for one.
	President Vote for one.		
<input checked="" type="checkbox"/> Ben Affleck FAM Professional Actor <input type="checkbox"/> George Washington HIS First president of the United States		Local Contests	
		United States Senator Vote for one.	
<input checked="" type="checkbox"/> Cameron Diaz FAM <input type="checkbox"/> Helen Keller HIS			
		United States Representative Vote for one.	
<input type="checkbox"/> Tom Hanks FAM <input checked="" type="checkbox"/> Abraham Lincoln HIS			
		State Contests	
State Senator Vote for one.			
		<input checked="" type="checkbox"/> Bob Hope FAM <input type="checkbox"/> William Byrd HIS	



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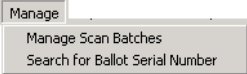


Notes:



Chapter 5

Sequential Steps for Writing CVRs and Preparing for Tabulation

Steps:	Details:
<p>1. Open Ballot Now and log in as a user with Administrator permissions.</p> 	<p><i>Double-click</i> on the Ballot Now shortcut on the desktop.</p>
<p>2. Insert the Ballot Now copy of the MBB into the card device and select the election for that MBB.</p> 	<p>Go to the Election menu, Select Election menu item. <i>Click</i> on the election targeted, and <i>click</i> the OK button.</p>
<p>3. Perform any necessary scan batch or ballot management.</p> 	<ul style="list-style-type: none"> <input type="checkbox"/> Go to the Manage menu, Manage Scan Batches. <ul style="list-style-type: none"> • Retrieve scan batch reports, as needed. • Delete batches, as needed. <input type="checkbox"/> Go to the Manage menu, Search for Ballot Serial Number menu item <ul style="list-style-type: none"> • Enter a ballot's serial number to search for, as needed. • View a ballot's "Scan Batch Report", as needed. • View a ballot, as needed. • Delete a ballot, as needed.