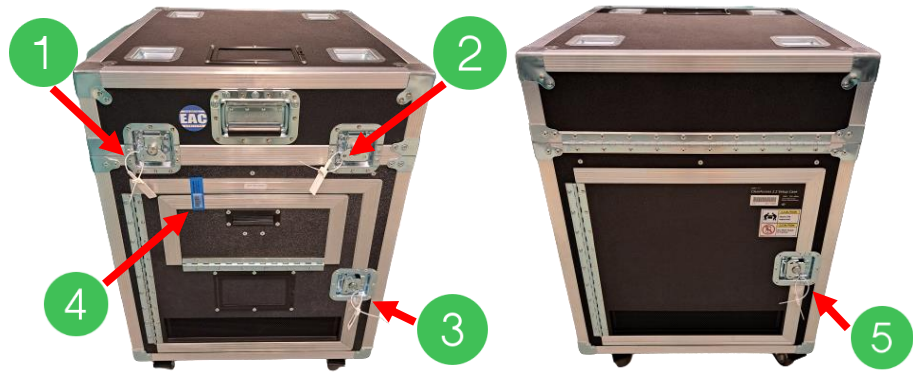



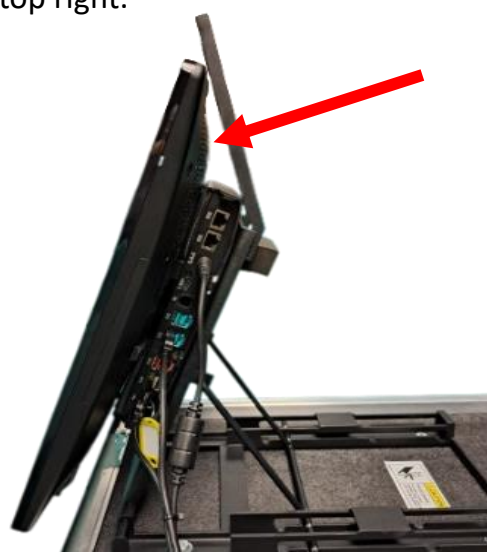
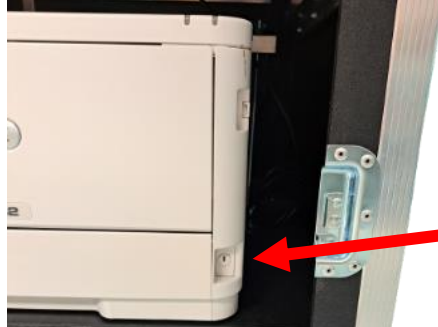





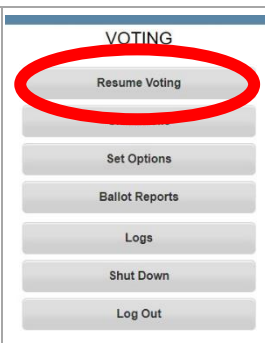


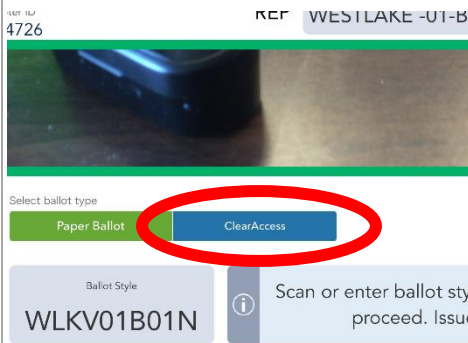

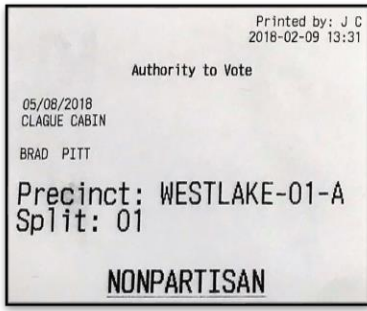
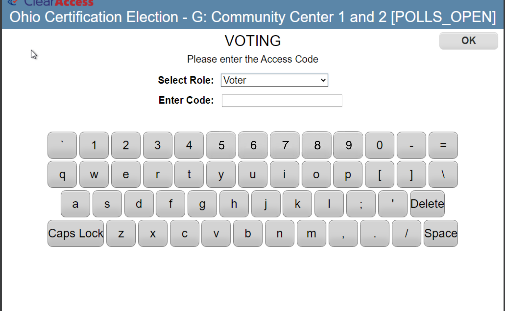
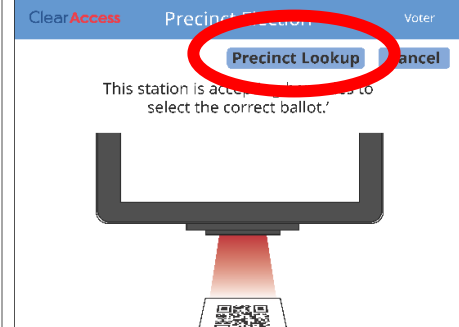
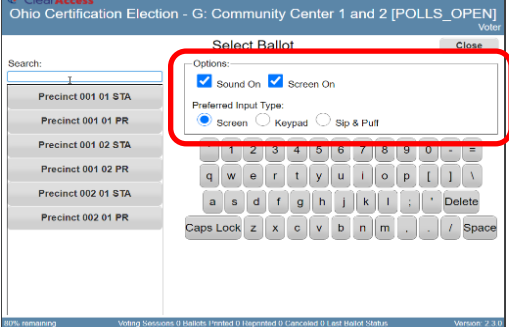
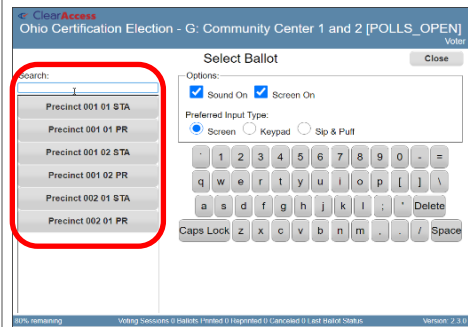
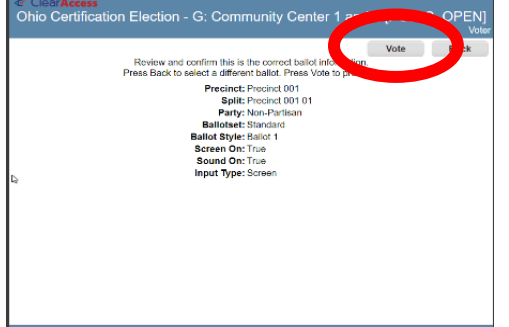
Monday Night Organizational Meeting

Retrieve the Location Security Record and the Setup Diagram from the GREEN Supply Bag.												
Move the ADA Ballot Marking Device to the correct location in the room based on the Location Setup Diagram and inspect it to ensure that it is properly sealed with no signs of tampering.												
Record the five (5) serial numbers from the seals and tamper tape on the Location Security Record.												
<table border="1"> <tr> <td rowspan="2">ClearAccess ADA Ballot Marking Device **DO NOT remove seals until Tues. AM.</td> <td>1 Left Lid Seal</td> <td>2 Right Lid Seal</td> <td>Replacement Seal (if necessary)</td> </tr> <tr> <td>3 Printer Door Seal</td> <td>4 Printer Door Tamper Tape</td> <td>5 Rear Door Seal</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Replacement (if necessary)</td> </tr> </table>	ClearAccess ADA Ballot Marking Device **DO NOT remove seals until Tues. AM.	1 Left Lid Seal	2 Right Lid Seal	Replacement Seal (if necessary)	3 Printer Door Seal	4 Printer Door Tamper Tape	5 Rear Door Seal				Replacement (if necessary)	
ClearAccess ADA Ballot Marking Device **DO NOT remove seals until Tues. AM.		1 Left Lid Seal	2 Right Lid Seal	Replacement Seal (if necessary)								
	3 Printer Door Seal	4 Printer Door Tamper Tape	5 Rear Door Seal									
			Replacement (if necessary)									
<p>! DO NOT remove any seals or tamper tape until Tuesday morning.</p>												
Retrieve a Surge Protector from the Scanner Team. Plug the Surge Protector into the wall behind the ADA Ballot Marking Device. Flip the switch on the Surge Protector to the "ON" position and make sure its LED light glows, indicating that the power is on.												
<p>! DO NOT plug the ADA Ballot Marking Device into the Surge Protector until Tuesday morning.</p>												





Tuesday Morning Setup

Compare the serial numbers on the ADA Ballot Marking Device to the numbers recorded in the Monday Night Recordings section on the Location Security Record to ensure they match.			
Remove the four (4) plastic seals from the Left and Right Lid Latches, the Printer Door, and the Rear Door. Pack the used seals in the Clear Plastic Envelope. Remove the Tamper Tape from the Printer Door and stick it to the bottom of the Location Security Record.			
<p>! Lift the Lid using the Front Handle ONLY! DO NOT lift the Lid by the corners or latches.</p>			
<p>Unlatch and open the Rear Door. The power cord will be strapped to the inside of the machine on the right-hand side. Unfasten the black strap on the right side to release the power cord.</p>	<p>Unwrap the power cord and feed it through the port on the right side of the case. Plug the power cord into the surge protector. Then, close and latch the Rear Door.</p>	<p>Using the handle above the Display Screen, pull the screen towards you. The kickstand behind it will lock into place, holding the screen up for voters to use.</p>	<p>Press the power button located on the back of the Display Screen, behind the power LED light on the top right.</p>
			
<p>Unlatch and open the Printer Door. Press and hold the printer's power button until a green light appears.</p>	<p>Open the paper tray at the bottom to confirm the paper is loaded with the stubs towards the front. Close the paper tray.</p>	<p>Lift and open the printer extender.</p>	<p>Push the Front Flap on the Printer Door open, so that the ballots can be retrieved through the door. Close and latch the Printer Door.</p>
			
Retrieve two (2) plastic seals from the Clear Plastic Envelope. Record the serial numbers on the Location Security Record. Seal the Rear Door and the Printer Door. Then, lock the wheels when the device is in position.			
<p>On the Display Screen, enter the Windows password found in the GREEN Supply Bag.</p>		<p>On the next screen, confirm the Select Role field is set to "Poll Worker." Enter the second password provided in the GREEN Supply Bag</p>	
		<p>On the next screen, select the "Resume Voting" button. The ADA Ballot Marking Device will advance to the next screen. Setup is now complete.</p>	

Using the ADA Ballot Marking Device

<p>When a voter requests to use the ADA Ballot Marking Device, the Check-in Official will select the ClearAccess button on the Issue Ballot screen of the EPB.</p>		<p>The Check-in Official will select the GREEN Complete Check-in Button on the EPB. Notify the VLM to escort the voter to the ADA Ballot Marking Device.</p>	
<p>Bring the printed Authority to Vote slip over to the ADA Ballot Marking Device.</p>		<p>On the Display Screen, confirm the "Select Role" field is set to "Voter." Enter the password provided in the GREEN Supply Bag.</p>	
<p>Select the "Precinct Lookup" button on the screen.</p>		<p>Select the voter's Preferred Input Type:</p> <ul style="list-style-type: none"> • Screen • Keypad • Sip & Puff 	
<p>Using the voter's Authority to Vote Slip, select their exact Precinct/Ballot Style on the screen.</p>		<p>On the next screen, confirm the correct Precinct and Ballot Style has been selected. Select the "Vote" button on the top right corner of the screen.</p>	
<p>The voter will then select their language preference on the screen. Using either the touchscreen, Sip & Puff, or the EZ Access Keypad, the voter will make their ballot selections.</p>			
<p>When the voter has finished making their selections, they will be prompted to print their ballot. Wait until all sheets of the ballot have finished printing, then remove the ballot from the printer.</p>			
<p>Direct the voter to the Ballot Scanners to remove Stub A and scan their completed ballot.</p>			

Tuesday Night Closing

<p>Return the Display Screen to its original position by lifting the handle above the screen and guiding the kickstand down so that the screen lays flat.</p>		 <p>Close the Lid by pulling down the Front Handle ONLY! DO NOT pull the Lid down by the corners or latches. Secure the latches on the left and right sides of the Lid.</p>
<p>Lower the paper guide on top of the printer. Close the Front Flap on the Printer Door.</p>	<p>Unplug the power cord from the Surge Protector. Remove the seal from the Read Door. Then, unlatch and open the Rear Door.</p> 	<p>Pull the power cord back through the port on the side of the case. Wrap the power cord up and strap it to the inside wall of the case.</p> 
<p>Close and latch the Rear Door. Record the serial numbers on the Tuesday Closing section of the Location Security Record. Seal the Rear Door, and one (1) of the Lid latches.</p>		