



Election Worker's Guide to the Poll Pad



Table of Contents

Equipment Setup	4
<i>Poll Pad</i>	4
<i>Poll Pad Printer</i>	9
Equipment Disassembly	11
<i>Packing the Poll Pad</i>	11
<i>Packing the Printer</i>	12
Poll Pad Voting Scenarios	13
<i>Voter Without Incident</i>	13
Name Change.....	19
Wrong Polling Location – Allow Voter to Vote	22
Wrong Polling Location – Voter Redirect.....	26
ID Required	29
Exceptions to the Voting Procedures	31
Voted Ballot Returned	31
ID Required - Insufficient ID.....	36
No Party Preference (NPP Crossover Ballot).....	41
Party Change	45
CVR Registration	48

Equipment Setup

Poll Pad

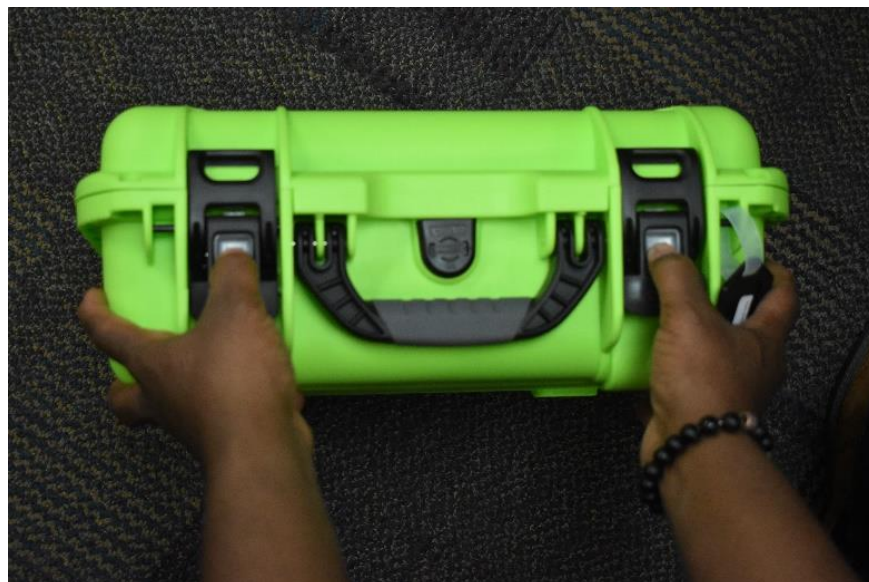
Retrieve the surge protector from the blue supply tote and plug into the wall outlet closest to the Check In Table.

***NOTE – Make sure the power buttons on the surge protectors are in the off position.**

1. Remove the green Poll Pad Case from cage.



2. Lay case down on a flat surface and press down on both grey buttons and lift up black latches to unlock and open the case.



3. Remove the Poll Pad Base from the case.



4. Remove the Stand Arm from the case and unfold until arm is straight.



5. Insert the Stand Arm into the slot on the Poll Pad Base.



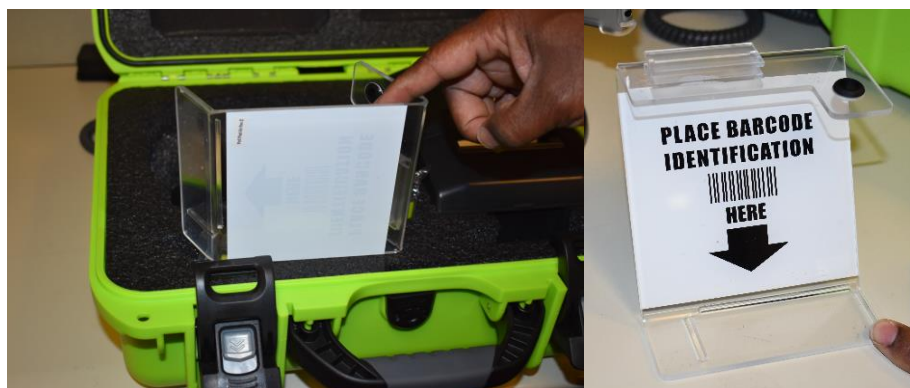
6. Remove the Poll Pad from the case.



7. Attach Poll Pad to the Stand Arm by pressing the green buttons on the side of the arm and placing it in the circular opening on the back of the Poll Pad. Rotate the Stand Arm into the opening until it clicks in place. Make sure the Poll Pad is in landscape position with the camera at the top.



8. Remove the Photo ID Tray from the green case.



9. Attach the Photo ID Tray to the Poll Pad by sliding it on the mounting clip attached to the back of the Poll Pad.



10. Using the Stand Arm turn Poll Pad to face you and adjust the Poll Pad to a suitable angle.



11. Remove Poll Pad charger and small black adapter from the green case. Plug the Poll Pad charger into the small power adapter, then connect charger to surge protector.

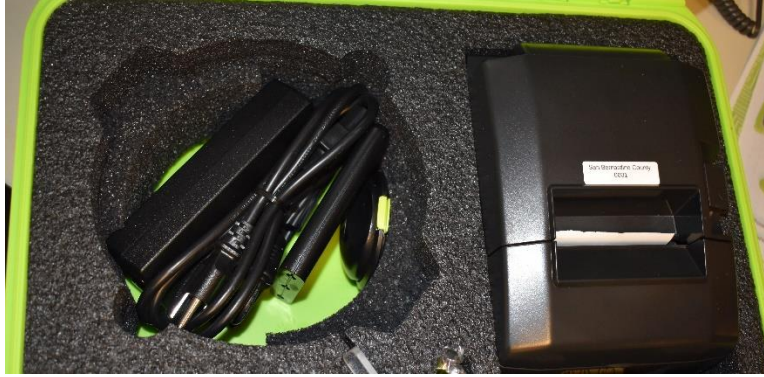


12. Connect Poll Pad charger to Poll Pad and it will power on.



Poll Pad Printer

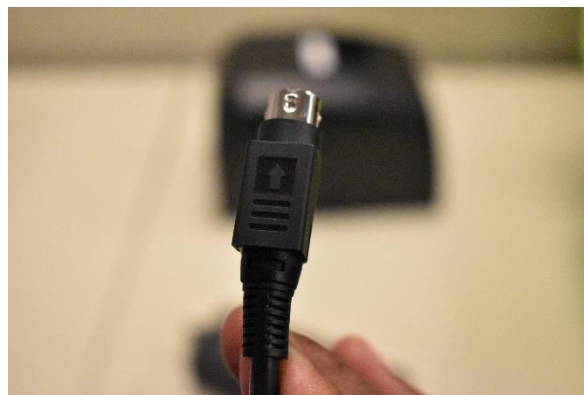
1. Remove the printer, printer adapter and power cord from the green case.



2. Connect the power cord to the power adapter.



3. Plug the connector into the back of the printer making sure the arrow is on the top.



4. Plug the printer power cord into the surge protector and turn the surge protector power ON. The Poll Pad should power on once the surge protector is turned on.

5. Turn the printer on using the ON/OFF switch on the left side of the printer. There should be a green light on the front of the printer. If there is no light check power connections.



6. Check for a blue light on the back of the printer to confirm wireless connection.



7. Close case and hook black latches onto case and press down to lock the case. Place case back in cage.

Equipment Disassembly

Once the polls are closed all equipment needs to be packed and placed back in the cage to await pick up by the Registrar of Voters office.

Packing the Poll Pad

1. Retrieve green case from cage.
2. Press down on both grey buttons and lift up black latches and open case.
3. Press the power button on the top left edge of the Poll Pad until the Slide to power off appears.
4. Then slide icon until screen goes black.
5. Remove charger from Poll Pad and surge protector and place back into case.
6. Turn Poll Pad around using the stand arm.
7. Remove Photo ID Tray and place it back into green case.
8. Remove Poll Pad from the Stand Arm by pressing the green buttons to release the Poll Pad.
9. Place Poll Pad back in green case with the screen facing inside of case.
10. Detach the Stand Arm from the Poll Pad Base, fold it and put back into the circular compartment inside the Poll Pad case.



Packing the Printer

1. Turn off the printer using the ON/Off switch on the left side of the printer.
2. Turn surge protector off and unplug power cord from surge protector.
3. Unplug power adapter from back of printer.
4. Disconnect the power cord from the power adapter.
5. Place the adapter and power cord back into circular compartment in the green case.
6. Place the printer back into the green case.



7. Place Poll Pad Base in green case.



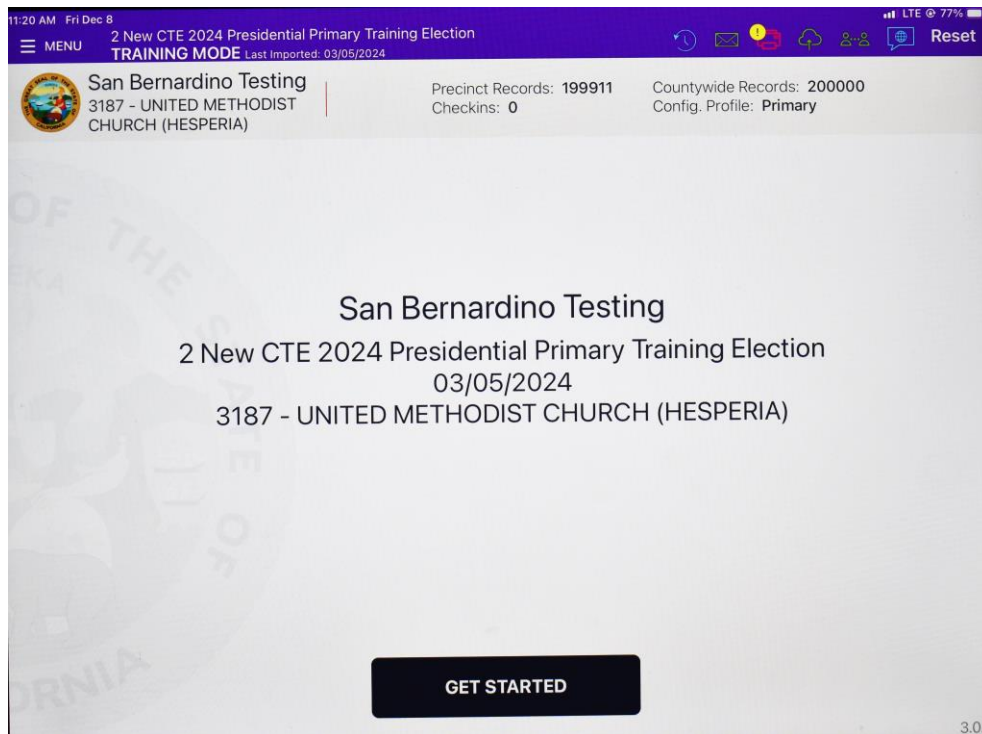
8. Close case and hook black latches onto case and press down to lock the case.
9. Place case back into cage.

Poll Pad Voting Scenarios

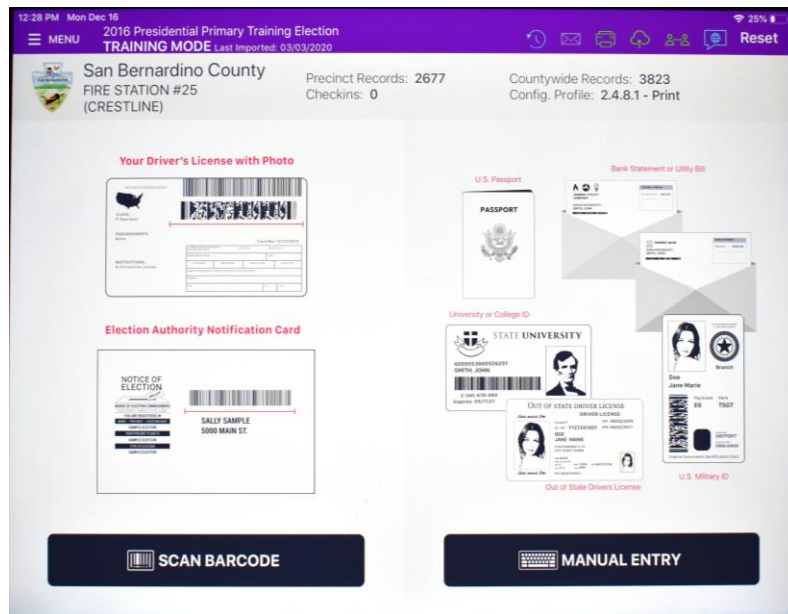
Voter Without Incident

This scenario will take you through the steps of processing a Voter without incident.

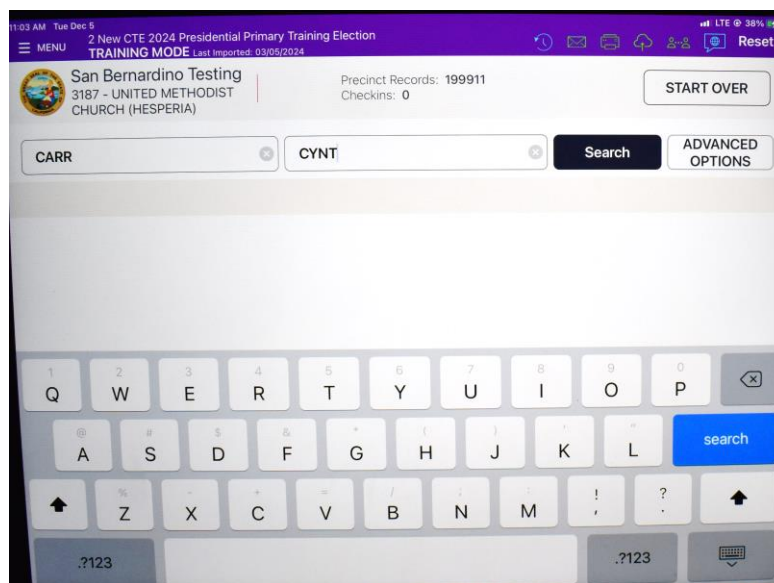
1. The first screen is the Election Screen. At the top right of the screen you will see icons for the printer status, e-Pulse Synchronization, language selection options, and battery life indicator. Underneath displays the Polling Place location and ID, precinct records, check-ins, and the countywide records count. Important: Verify Polling Place Location is correct as well as Election name and date. Press “Get Started” to begin processing a Voter.



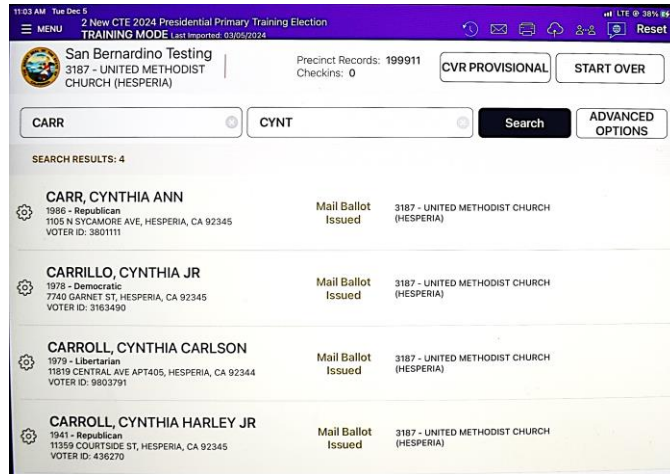
- The next screen is the “Voter Lookup” screen. There are two options on this screen. First is the “Scan Barcode” option, which allows Voters to use their driver’s license or Voter Information Guide to look up their information. However, we are not allowed to ask for ID so if the Voter does not ask about the scanner, we will process the Voter using option two, “Manual Entry”. Select “Manual Entry”.



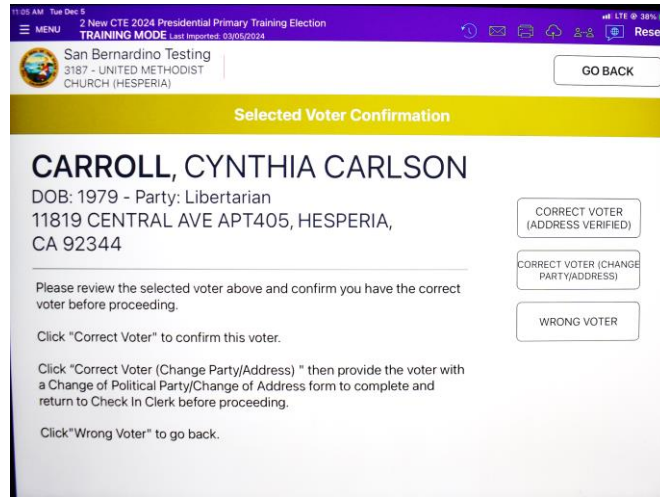
- The next screen is the “Voter Search” screen. Ask the Voter for their full name. Enter the first four letters of the last name and the first four letters of the first name then tap the “Search” button.



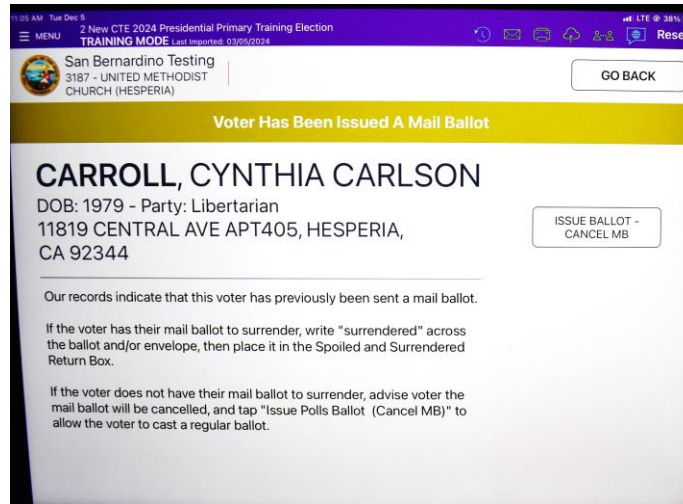
- Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address and then repeat the address back to confirm. Once the Voter confirms both name and address, touch the Voter’s name on the screen to continue.



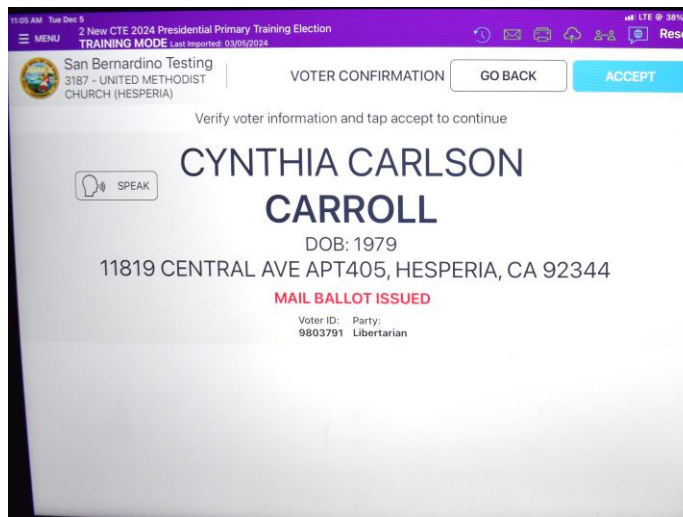
- The next screen is the “Selected Voter Confirmation Screen”. In this example, the Voter’s name and address have been verified. Press “Correct Voter – Address Verified”.



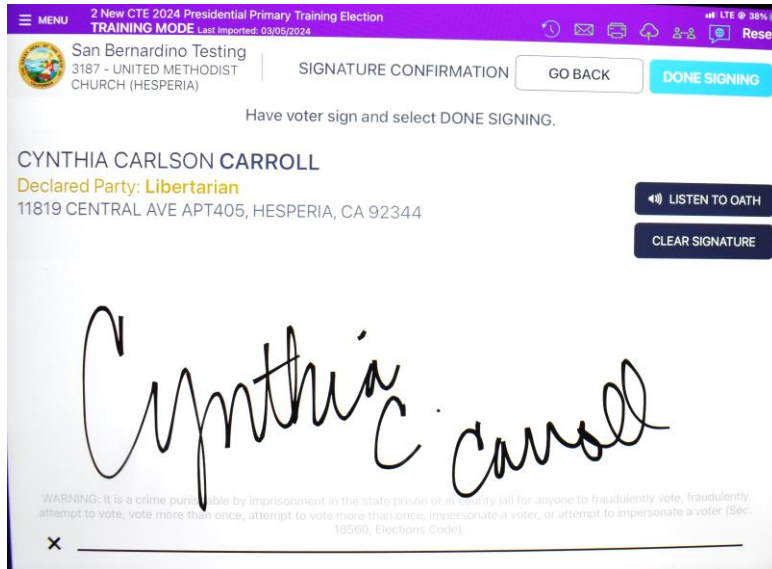
- The next screen is the "Instruction Screen". This election, San Bernardino County has mailed every active registered Voter a Mail Ballot. This screen allows you to cancel the Mail Ballot if the Voter wishes to vote in the Polls. Read and follow the instruction to process the Voter.



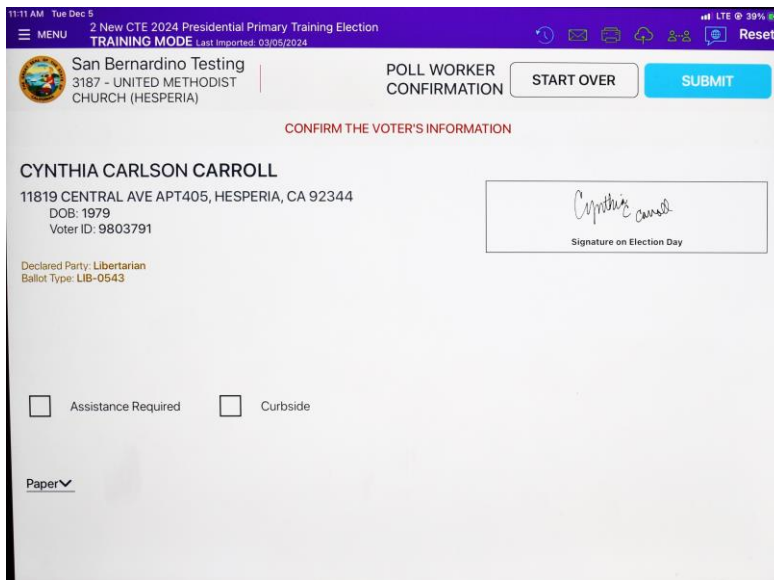
- The next screen is the "Voter Confirmation Screen". Rotate the Poll Pad so that it faces the Voter and ask the Voter to verify their information is correct and then tap "Accept". If the information is incorrect, raise the small American flag to contact the Supervisor immediately.



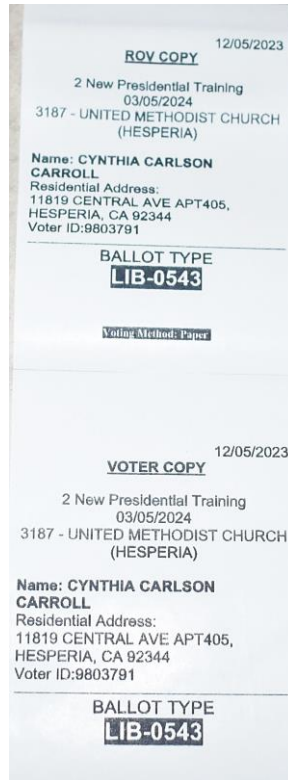
8. The next screen is the “Signature Confirmation Screen”. Ask the Voter to sign and then tap “Done Signing”.



9. Once the Voter has signed, rotate the Poll Pad using the stand arm so that the Poll Pad is facing you. You will then see the “Poll Worker Confirmation Screen”. Confirm the Voters signature and Ballot Type appears and then tell the Voter “Today you will be voting on a paper ballot” and tap “Submit”.



- Once submitted, the Poll Pad will begin printing two receipts. The Voter will take both copies and the Check In Clerk will direct the Voter to the Ballot table where they will hand the ROV receipt to the Ballot Clerk to receive their ballot.



- The next screen will display the “Processed Successfully” message before returning to the “Voter Look Up Screen”.



Name Change

This scenario will take you through the steps to process a Voter who has a different name than what is listed in the Poll Pad.

1. If the Voters name cannot be found in the poll pad, ask the Voter if they have changed their name. Enter the first four letters of the last name and the first four letters of the first name provided and click "Search". Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address. Repeat the address back to confirm. Once the Voter confirms both name and address, touch the Voters name to continue.

The screenshot shows the application interface for San Bernardino Testing. At the top, it displays "San Bernardino Testing" and "3187 - UNITED METHODIST CHURCH (HESPERIA)". Below this, there are input fields for "VALE" and "ALEX", a "Search" button, and an "ADVANCED OPTIONS" button. The search results are listed below, showing four entries:

Name	DOB	Party	Address	Voter ID	Status
VALENCIA, ALEXA	1987	Democratic	250 CAMPBELL AVE, HESPERIA, CA 92344	9756747	Mail Ballot Issued
VALENCIA, ALEXANDRA ANNE	1972	Democratic	1352 W 5TH ST K16, HESPERIA, CA 92344	9574637	Mail Ballot Issued
VALENTINE, ALEXANDER A	1996	Republican	14370 HILLSBOROUGH DR, HESPERIA, CA 92344	4080794	Mail Ballot Issued
VALENZUELA, ALEX	2004	Democratic	575 E BASE LINE ST APT22104, HESPERIA, CA 92344	9741979	Mail Ballot Issued

2. Select "Correct Voter – (Address Verified)".

The screenshot shows the "Selected Voter Confirmation" screen. At the top, it displays "San Bernardino Testing" and "3187 - UNITED METHODIST CHURCH (HESPERIA)". Below this, there is a "GO BACK" button. The main content area displays the selected voter's information:

VALENZUELA, ALEX
DOB: 2004 - Party: Democratic
575 E BASE LINE ST APT22104, HESPERIA, CA 92344

Please review the selected voter above and confirm you have the correct voter before proceeding.

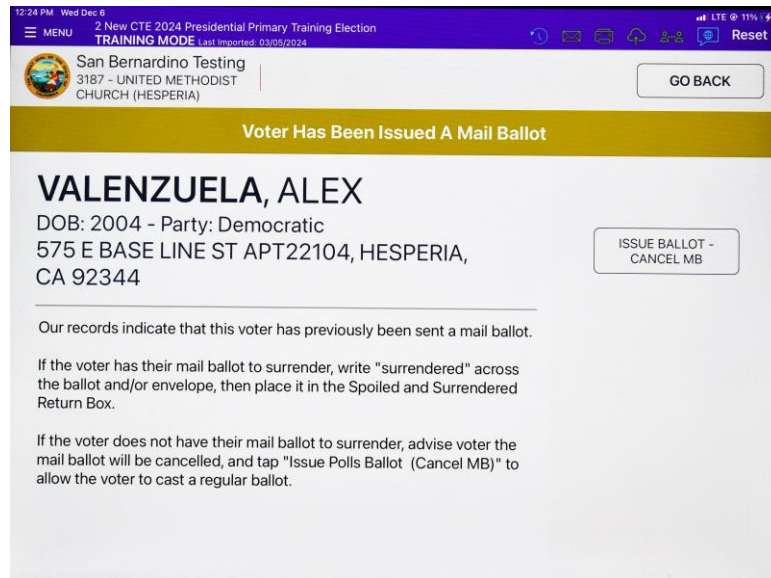
Click "Correct Voter" to confirm this voter.

Click "Correct Voter (Change Party/Address)" then provide the voter with a Change of Political Party/Change of Address form to complete and return to Check In Clerk before proceeding.

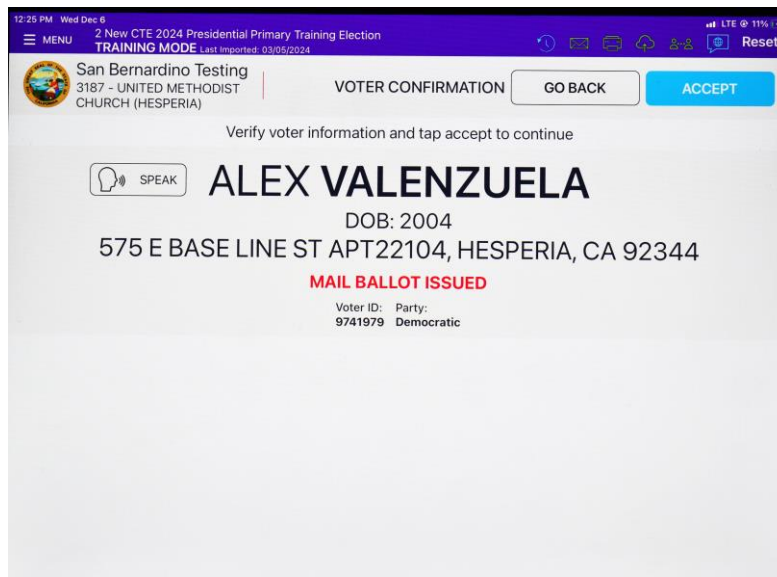
Click "Wrong Voter" to go back.

On the right side, there are three buttons: "CORRECT VOTER (ADDRESS VERIFIED)", "CORRECT VOTER (CHANGE PARTY/ADDRESS)", and "WRONG VOTER".

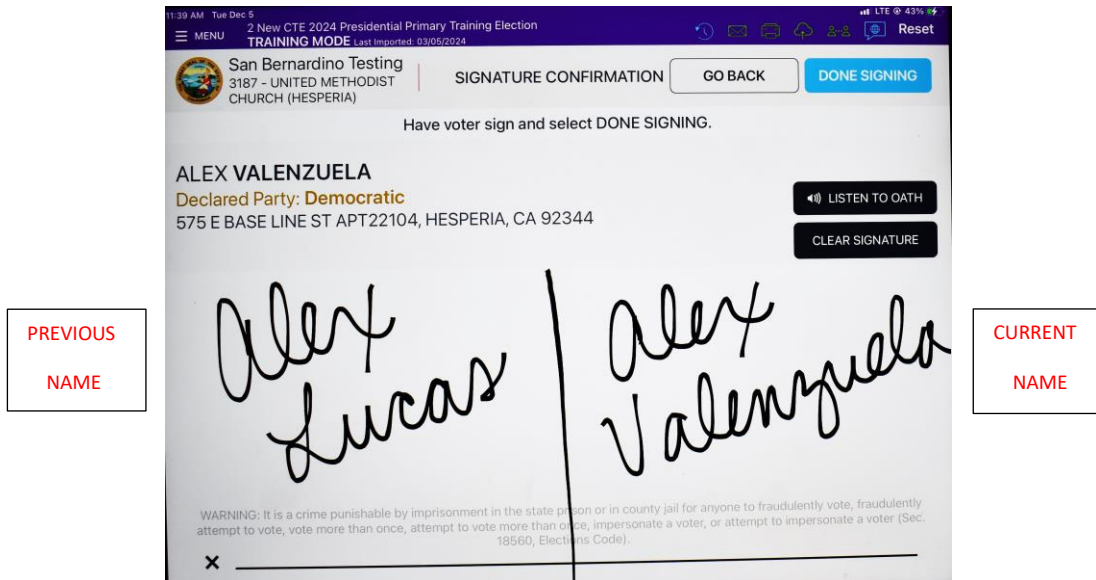
- The next screen is the "Instruction Screen". This election, San Bernardino County has mailed every active registered Voter a Mail Ballot. This screen allows you to cancel the Mail Ballot if the Voter wishes to vote in the Polls. Read and follow the instruction to process the Voter.



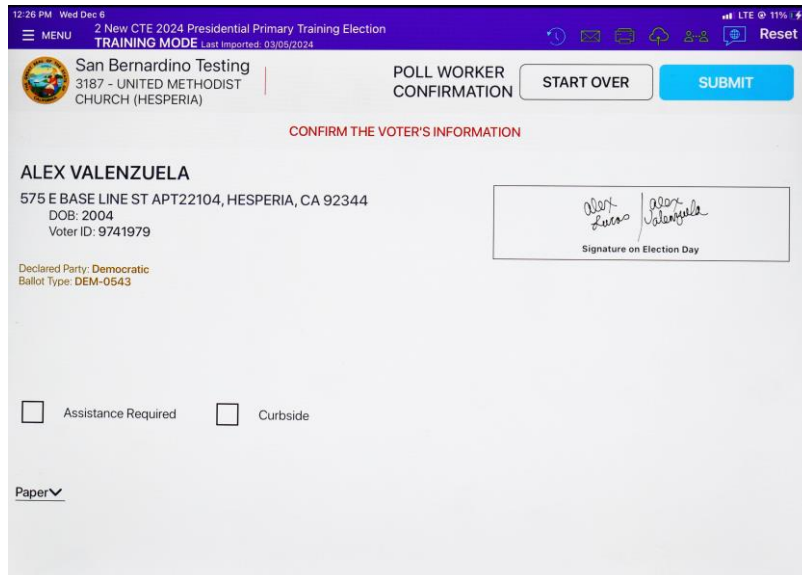
- Do not rotate Poll Pad. This is the only time on the Voter Confirmation screen you will confirm the name without rotating the Poll Pad. Confirm Voter's name then tap "Accept" to continue.**



- On the Signature Confirmation screen, draw a line in the middle of the signature line and rotate the Poll Pad using the stand arm. Ask the Voter to sign both the previous and current full name and tap “Done Signing”.



- On the “Poll Worker Confirmation Screen”, rotate the Poll Pad back so it is facing you to confirm there are two signatures as stated in the previous step and the Ballot Type appears. Tell the Voter “Today you will be voting on a paper ballot.” Then tap “Submit” and issue a Voter Registration card for the Voter to complete. The Voter will continue the voting process.



Wrong Polling Location – Allow Voter to Vote

This scenario will take you through the steps to process a Voter who is in the wrong polling location but would like to vote at the current polling location.

1. Enter the first four letters of the last name and the first four letters of the first name and tap “Search”. Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address and then repeat the address back to confirm. You will see the background color is gray and has a red “Wrong Location” message. Touch the Voters name on the screen to continue.

12:28 PM Wed Dec 6
2 New CTE 2024 Presidential Primary Training Election
TRAINING MODE Last Imported: 03/05/2024

San Bernardino Testing
3187 - UNITED METHODIST CHURCH (HESPERIA)

Precinct Records: 199911
Checkins: 1

CVR PROVISIONAL START OVER

LOPEZ CESA Search ADVANCED OPTIONS

SEARCH RESULTS: 5

12830 RAIN SHADOW RD UNIT8596, HESPERIA, CA 92345 VOTER ID: 4034289	Issued	(HESPERIA)
LOPEZ, CESAR ALIK 1990 - American Independent 8080 PARK LAWN CT, HESPERIA, CA 92345 VOTER ID: 3224016	Mail Ballot Issued	3187 - UNITED METHODIST CHURCH (HESPERIA)
LOPEZ, CESAR ANDREW 1980 - Democratic 958 W J ST, HESPERIA, CA 92345 VOTER ID: 9692422	Mail Ballot Issued	3187 - UNITED METHODIST CHURCH (HESPERIA)
LOPEZ GARCIA, CESAR GAIL 1990 - Republican 10628 COCHITT RD, HESPERIA, CA 92345 VOTER ID: 3389395	Mail Ballot Issued	3187 - UNITED METHODIST CHURCH (HESPERIA)
LOPEZ, CESAR MARTIN JR 2000 - Democratic 7828 DAY CREEK BLVD APT826, CRESTLINE, CA 92325 VOTER ID: 9776552	Mail Ballot Issued	2549 - FIRE STATION #25 (CRESTLINE) Wrong Location

2. The next screen is the “Selected Voter Confirmation Screen”. In this example, the Voter’s name and address have been verified. Press “Correct Voter – Address Verified”.

11:52 AM Tue Dec 5
2 New CTE 2024 Presidential Primary Training Election
TRAINING MODE Last Imported: 03/05/2024

San Bernardino Testing
3187 - UNITED METHODIST CHURCH (HESPERIA)

GO BACK

Selected Voter Confirmation

LOPEZ, CESAR MARTIN JR
DOB: 2000 - Party: Democratic
7828 DAY CREEK BLVD APT826, CRESTLINE, CA 92325

Correct Voter (ADDRESS VERIFIED)
Correct Voter (CHANGE PARTY/ADDRESS)
Wrong Voter

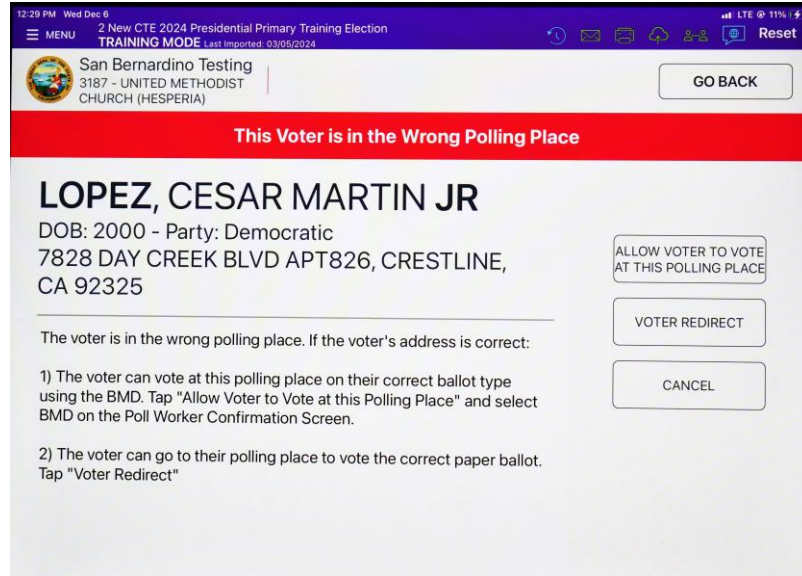
Please review the selected voter above and confirm you have the correct voter before proceeding.

Click "Correct Voter" to confirm this voter.

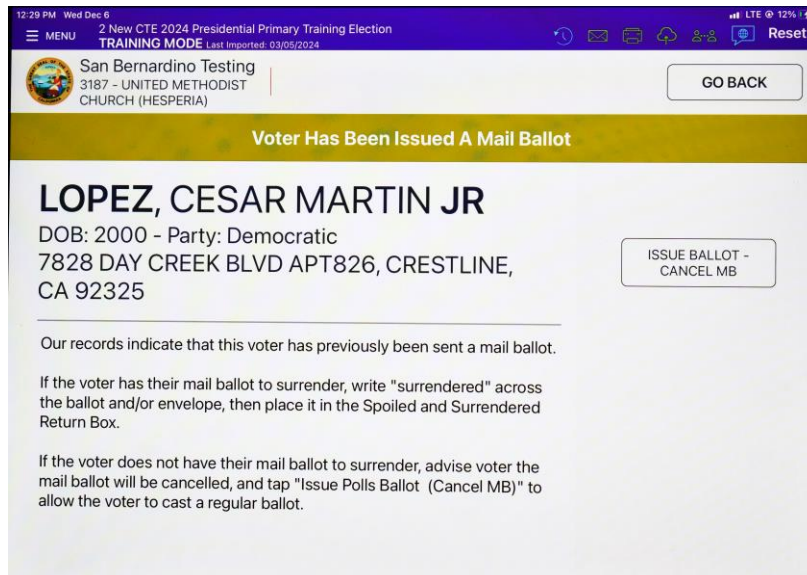
Click "Correct Voter (Change Party/Address)" then provide the voter with a Change of Political Party/Change of Address form to complete and return to Check In Clerk before proceeding.

Click "Wrong Voter" to go back.

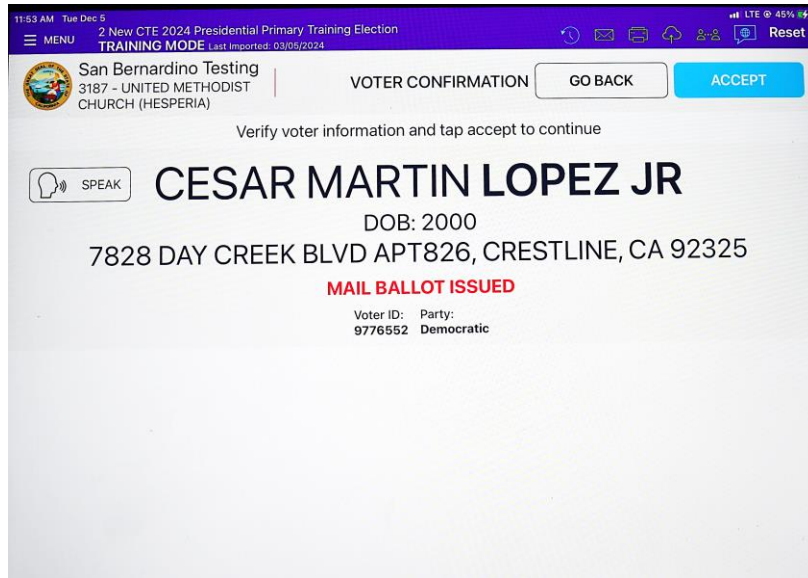
3. Read the instructions on the “Instructions screen”. If the Voter wants to continue with voting, tap “Allow Voter to Vote at This Polling Place”.



4. Read the instructions on the “Instructions screen”. If the Voter wants to continue with voting, tap “Issue Ballot Cancel MB”.



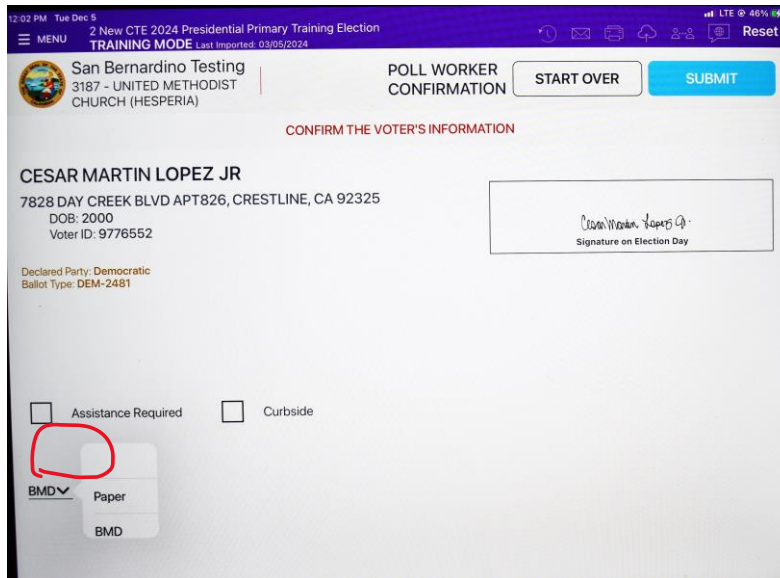
5. Rotate Poll Pad and ask Voter to confirm their information is correct and tap "Accept".



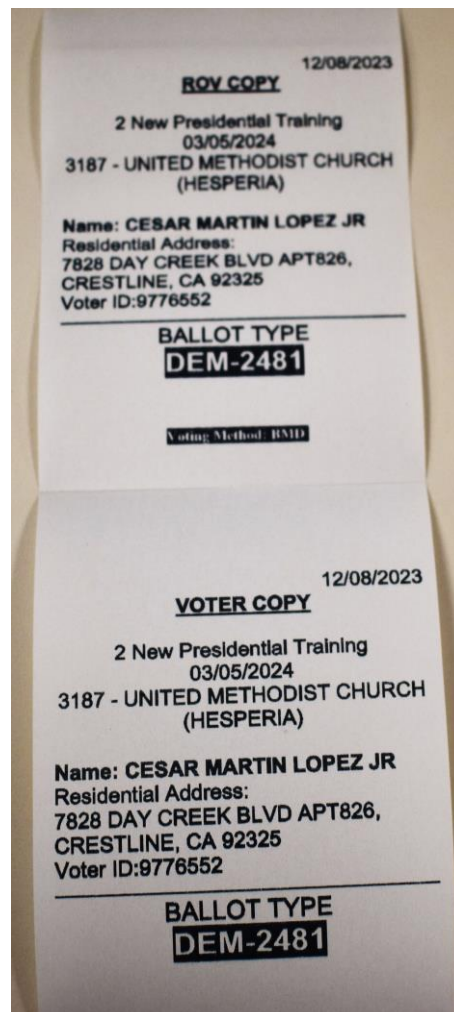
6. Ask Voter to sign their name and then tap "Done Signing".



- Once the Voter has signed, rotate Poll Pad so it is facing you. On the Poll Worker confirmation screen, confirm the signature and ballot type number appears. **Change voting method from "Paper" to "BMD" and tap "Submit" to finish processing Voter.**



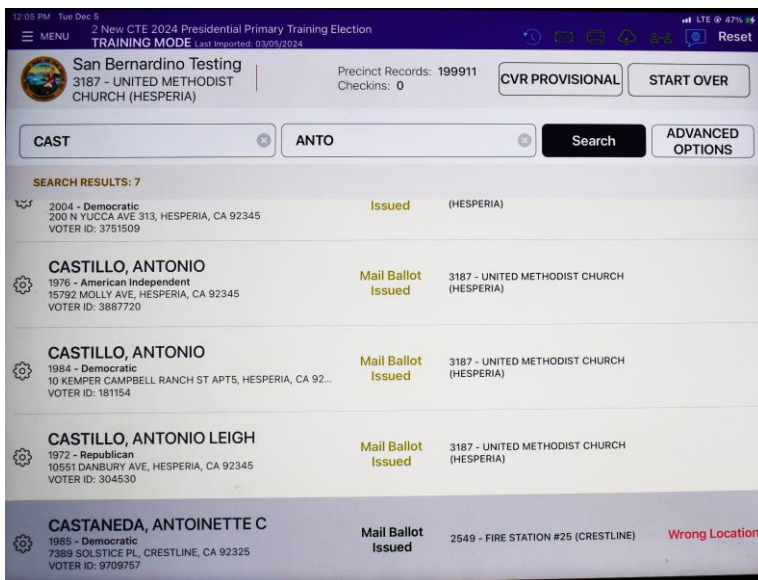
- Once submitted, the Poll Pad will begin printing two receipts. The Voter will retrieve both copies and direct them to the BMD booths where they will hand the ROV receipt to the Technical Clerk to assist them with voting on the BMD.



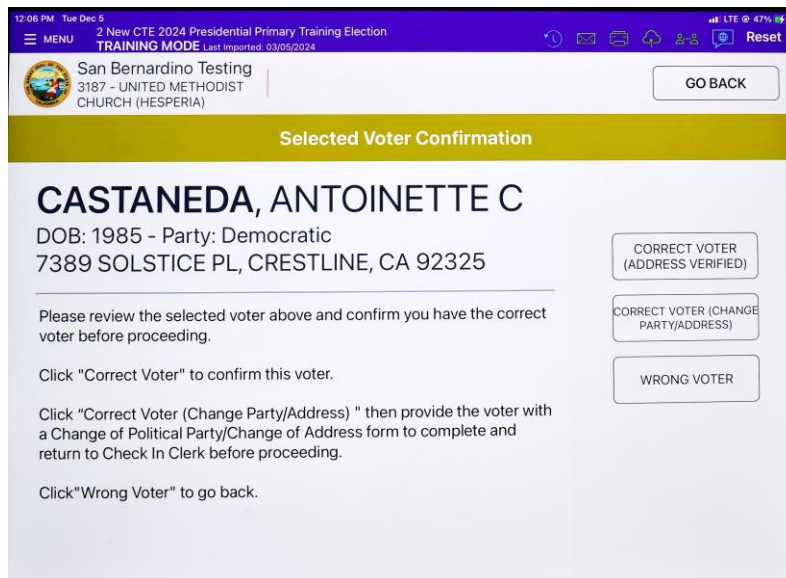
Wrong Polling Location – Voter Redirect

This scenario will take you through the steps to process a Voter who is in the wrong polling location and would like to be redirected to their assigned polling location.

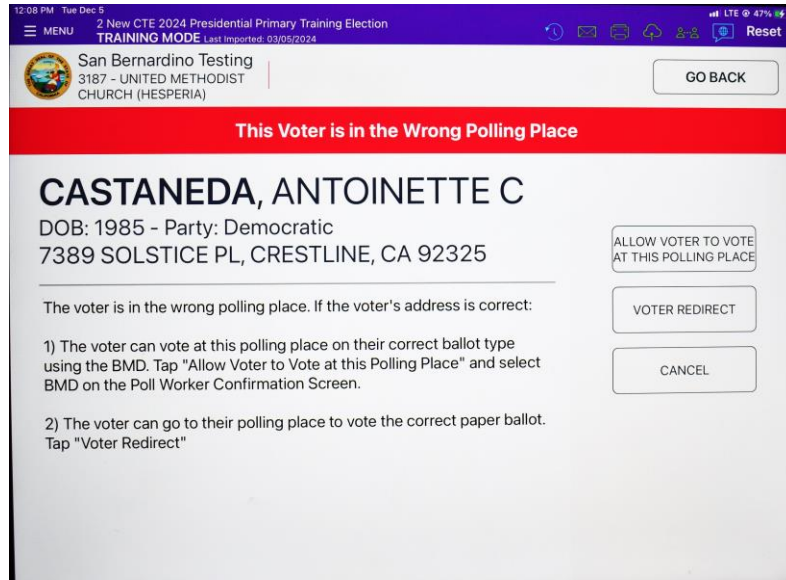
1. Enter the first four letters of the last name and the first four letters of the first name and tap “Search”. Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address. Repeat the address back to confirm. You will see the background color is gray and has a red “Wrong Location” message. Touch the Voters name on the screen to continue.



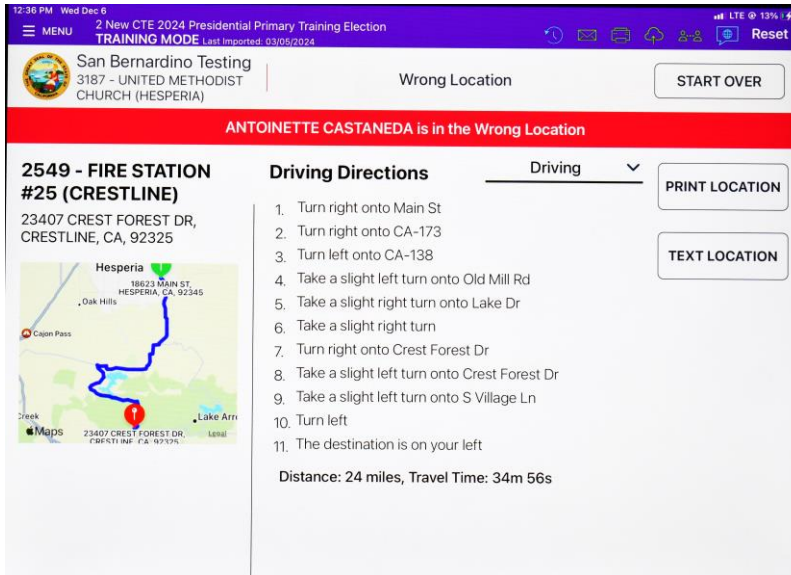
2. The next screen is the “Selected Voter Confirmation Screen”. In this example, the Voter’s name and address have been verified. Press “Correct Voter – Address Verified”.



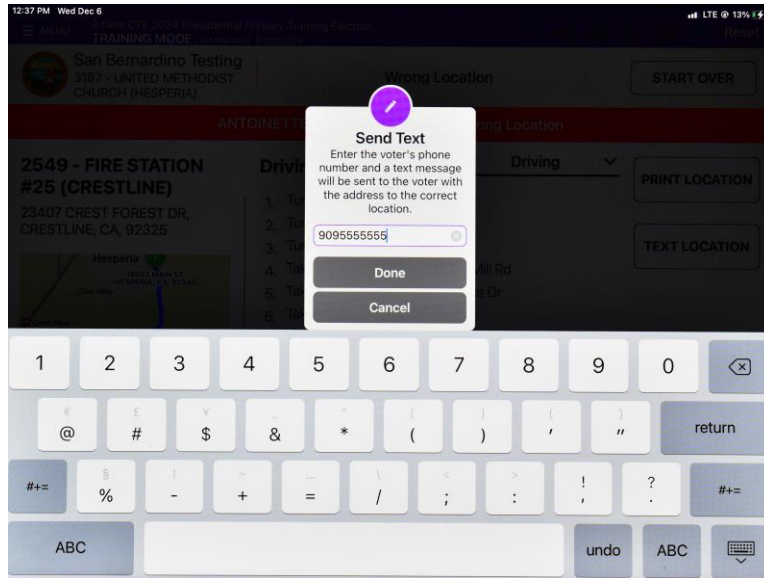
- If the Voter has a “Wrong Polling Location” message and would like to be redirected to their assigned polling location, tap “Voter Redirect”.



- Ask the Voter if they would like to have directions printed or sent as a text message and tap “Print Location” or “Text Location” according to the Voters answer.



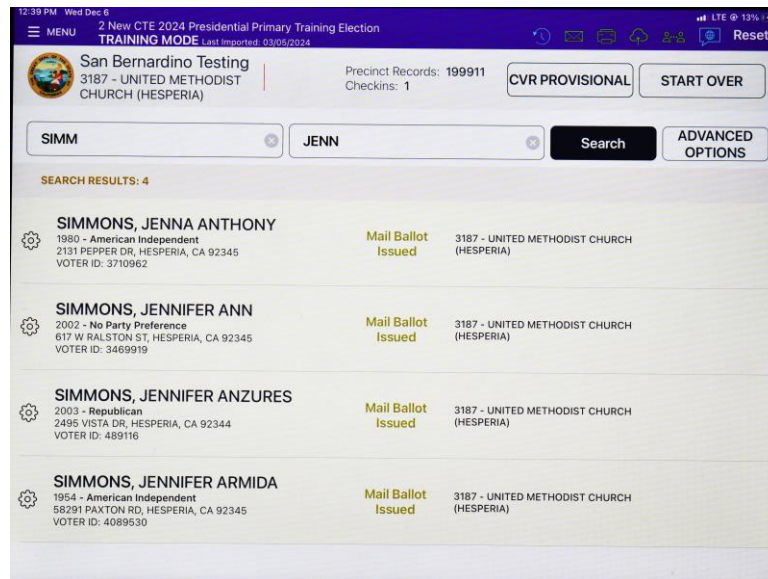
5. If “Text Location” is tapped, a “Send Text” window will pop up on the screen. Enter the Voters cell phone number and tap “Done”.



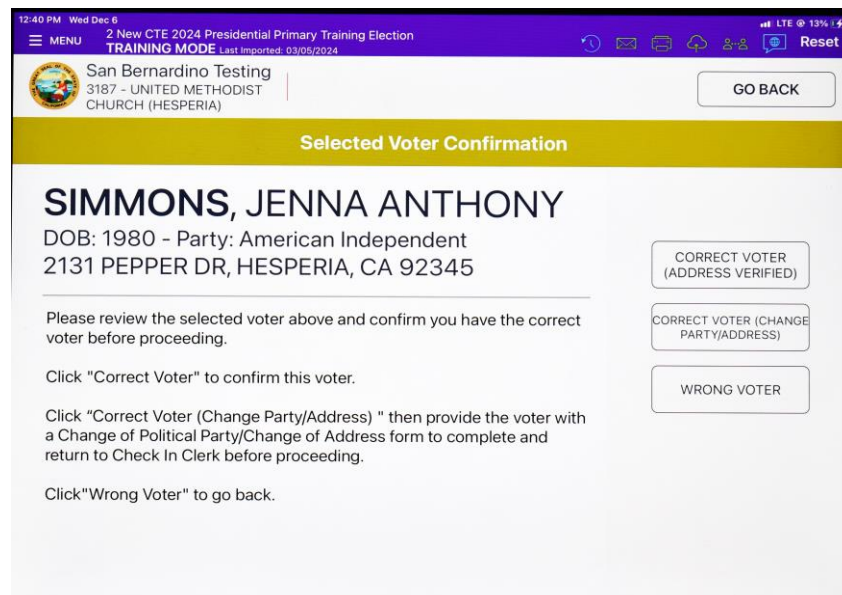
ID Required

This scenario will take you through the steps to process a Voter who has not met the state ID requirements to vote a regular ballot.

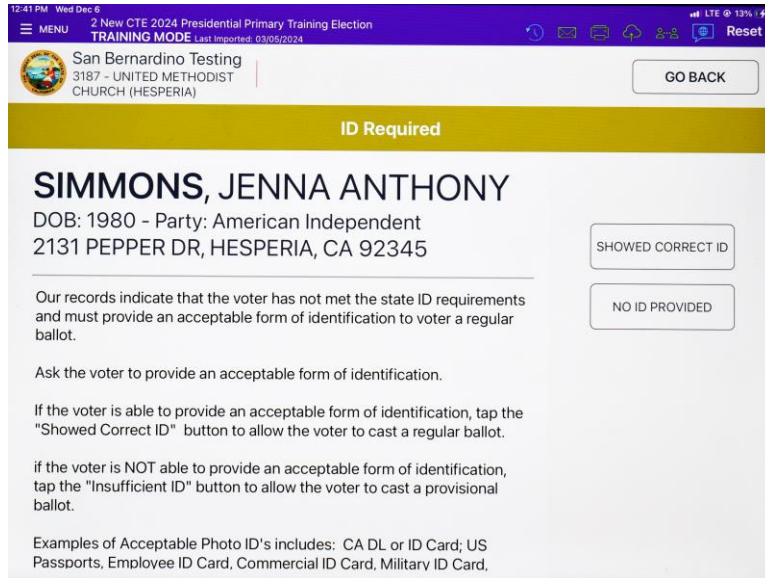
1. Ask the Voter for their full name. Enter the first four letters of the last name and the first four letters of the first name and tap "Search". Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address. Repeat the address back to confirm. Touch the Voters name on the screen to continue.



2. Rotate Poll Pad and ask Voter to confirm their information is correct and tap "Correct Voter".



3. Inform the Voter that “The state of California is requesting you to show an ID”. If the Voter shows the correct ID, tap “Showed Correct ID” and continue processing the Voter.

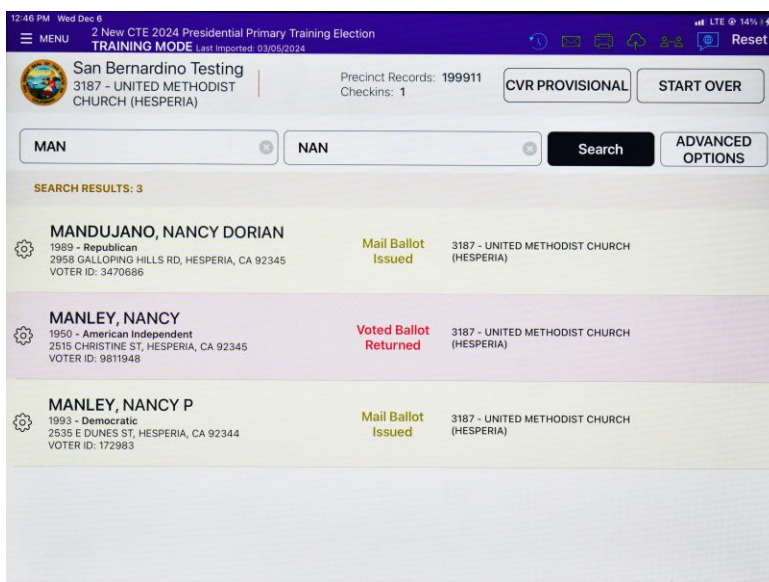


Exceptions to the Voting Procedures

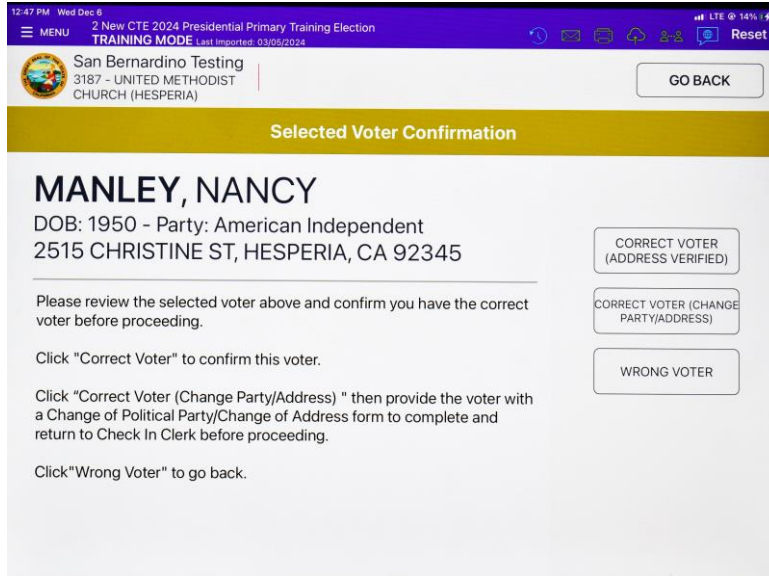
Voted Ballot Returned

This scenario will take you through the steps to process a Voter who has voted by mail but would like to vote at the polling place.

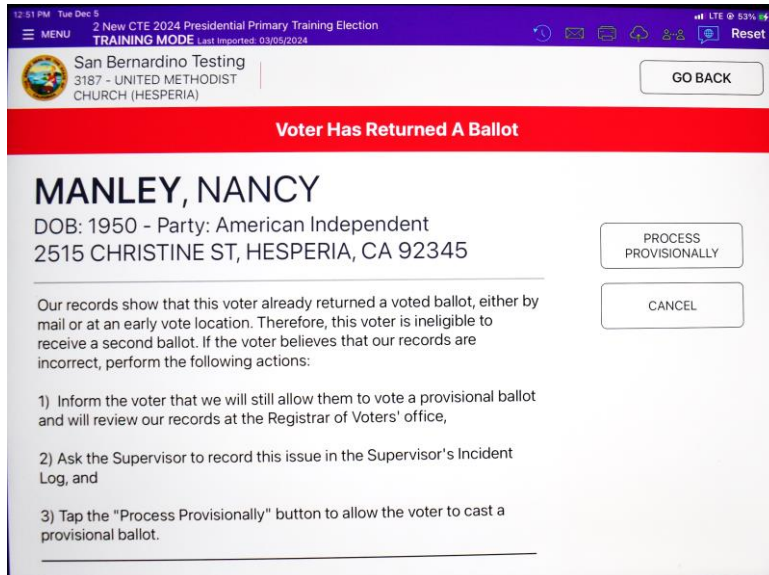
1. Ask the Voter for their full name. Enter the first four letters of the last name and the first four letters of the first name and tap "Search". Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address. Repeat the address back to confirm. When the name appears you will see the background color is red and has a "Voted Ballot Returned" status. Inform the voter they have already voted. If they insist on voting raise the small American flag for the Supervisor. The Supervisor will explain the provisional process to the voter. If the voter refuses to vote provisionally, raise the small American flag to contact the Supervisor immediately. If the Voter accepts to vote provisionally, the Supervisor will continue the voting process.



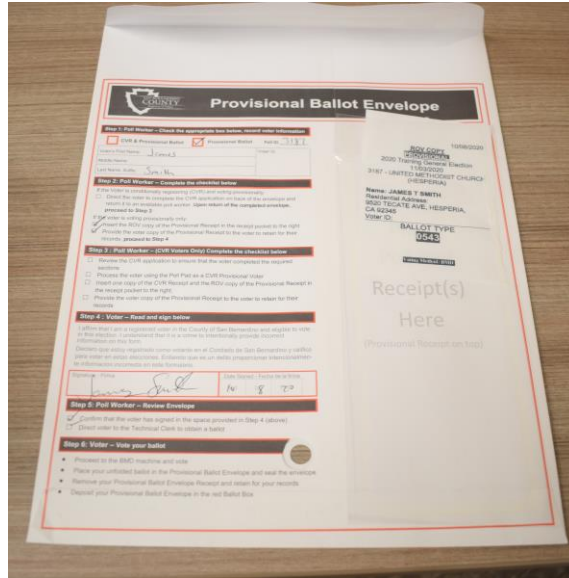
2. Rotate the Poll Pad using the stand arm, ask the Voter to confirm their information and tap “Correct Voter Address Verified” once confirmed.



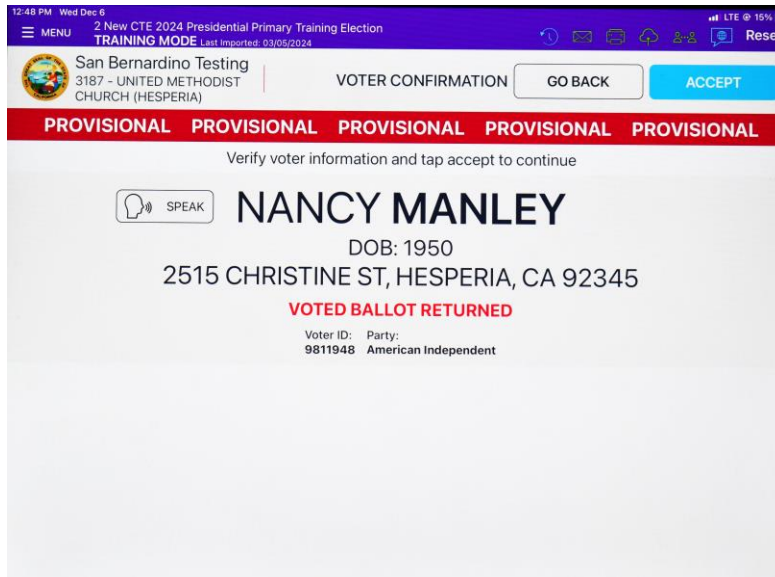
3. Tap “Process Provisionally”.



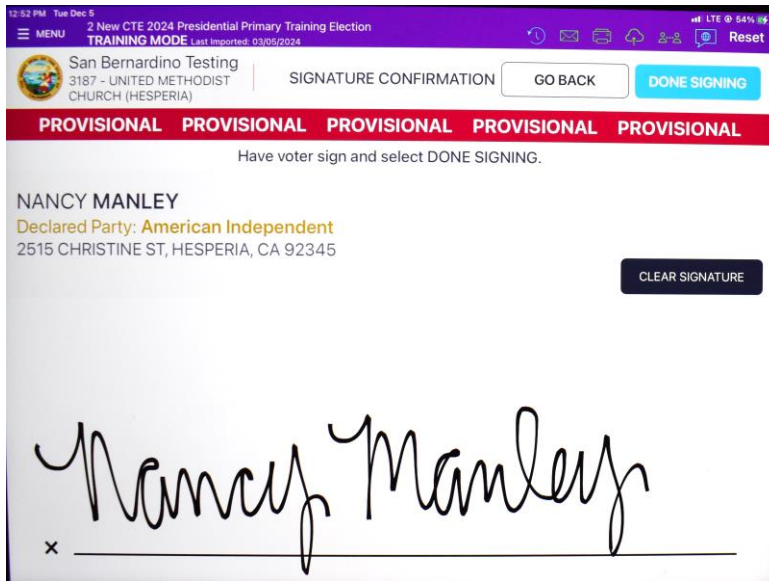
- The Supervisor will follow the checklist and assist the voter with completing the Provisional Ballot Envelope.



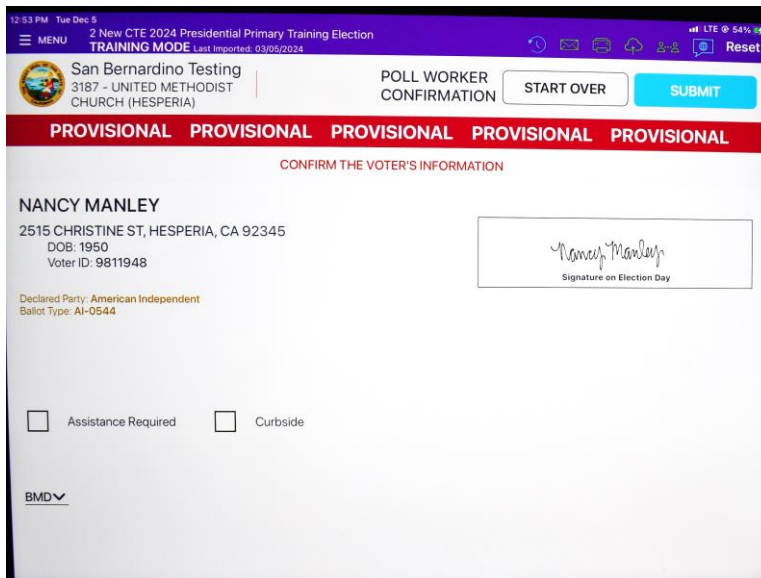
- Rotate Poll Pad and have the voter tap "Accept" if their information is correct.



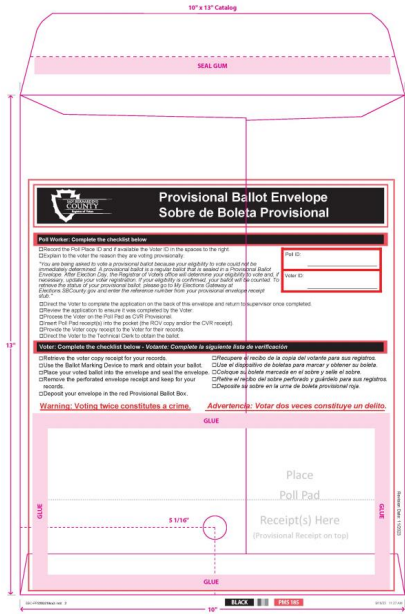
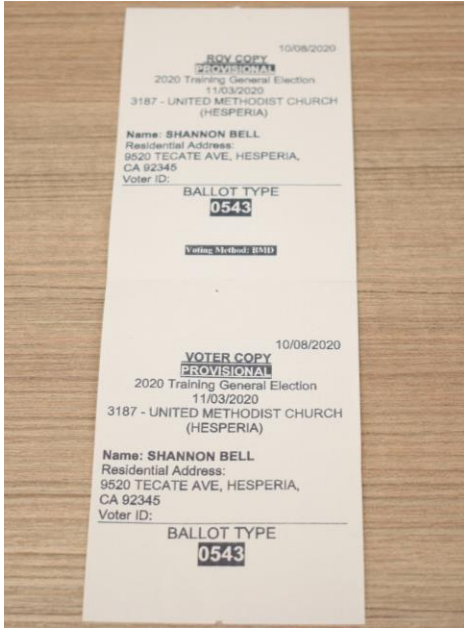
- The voter will sign and then tap “Done Signing”.



- On the Poll Worker Confirmation screen, verify the signature, ballot type is shown, and change the voting method from “Paper” to “BMD”.



- The Poll Pad will print two Provisional receipts. One is the ROV copy and the second is the Voter's copy. The ROV copy will go inside the sleeve of the Provisional Envelope.

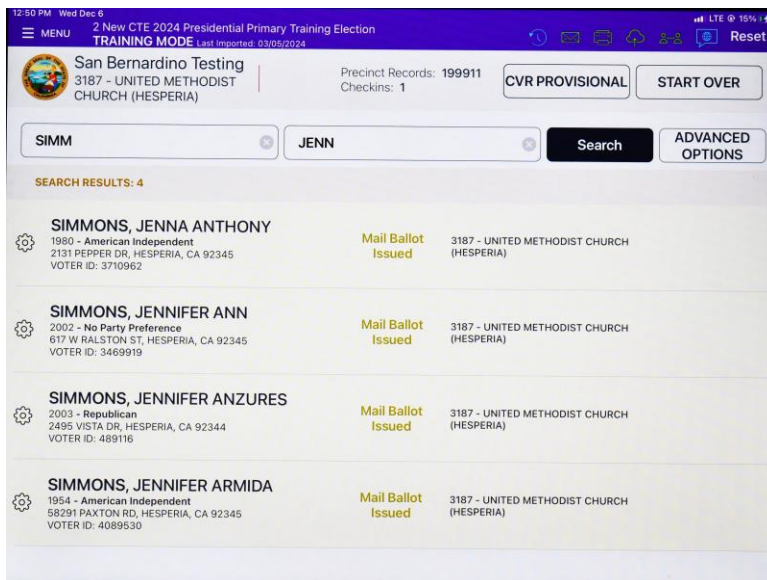


- *Contact the Supervisor hotline immediately if:
- The voter has the wrong ballot type
 - If the voter leaves without voting
 - If the wrong voter has been checked in

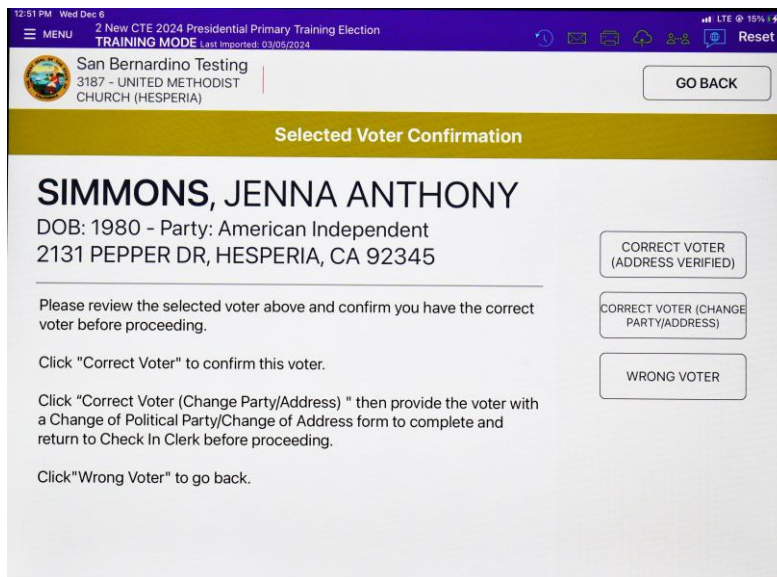
ID Required - Insufficient ID

This scenario will take you through the steps to process a Voter who has not met the state ID requirements to vote a regular ballot.

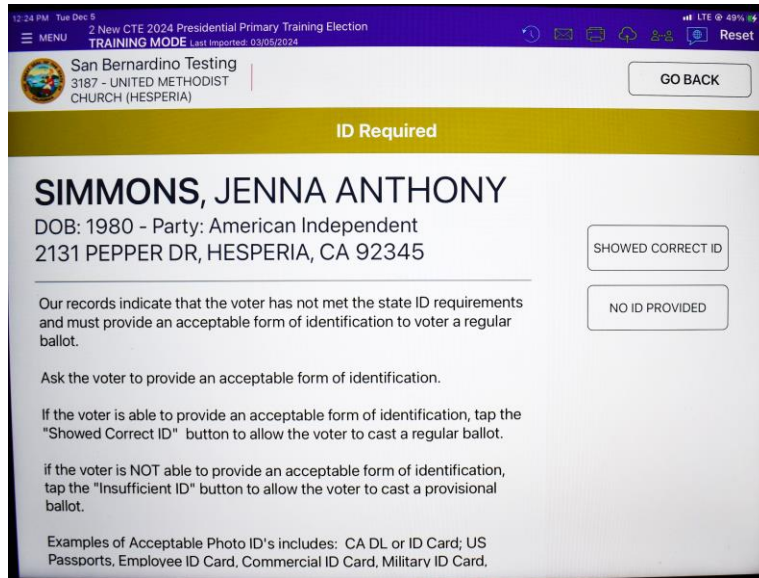
1. Ask the Voter for their full name. Enter the first four letters of the last name and the first four letters of the first name and tap "Search". Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address. Repeat the address back to confirm. Once the Voter confirms both name and address, touch the Voter's name on the screen to continue.



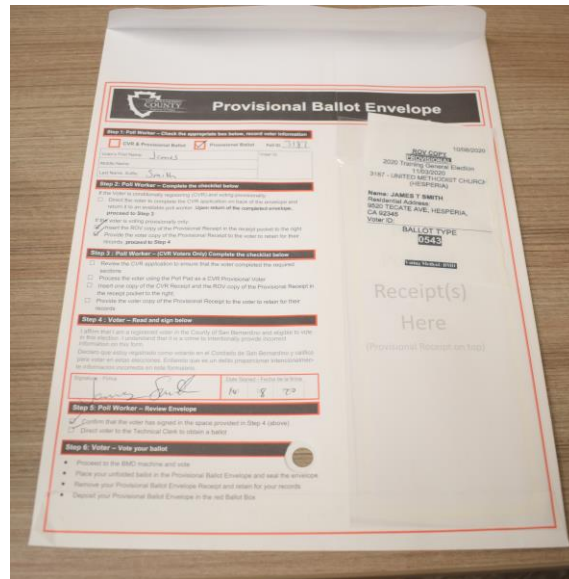
2. Rotate Poll Pad and ask Voter to confirm their information is correct and tap "Correct Voter Address Verified".



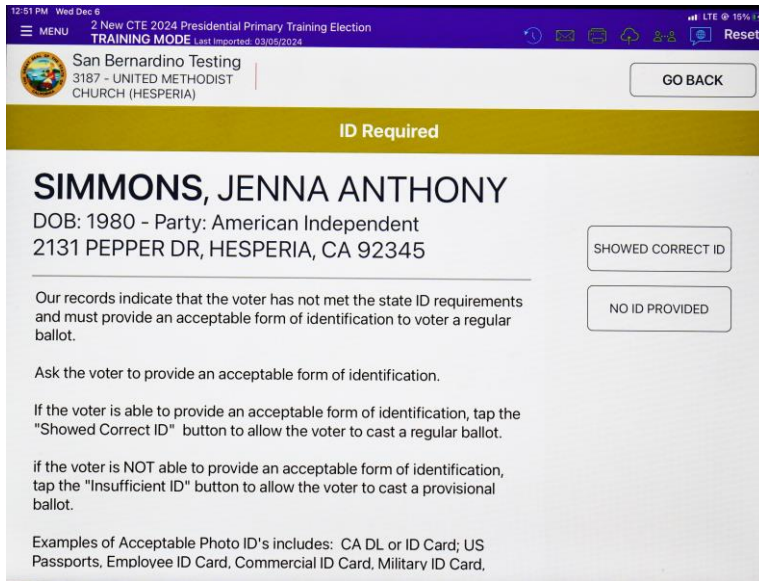
3. Inform the Voter that “The state of California is requesting you to show an ID”. If the Voter shows the correct ID, tap “Showed Correct ID”.



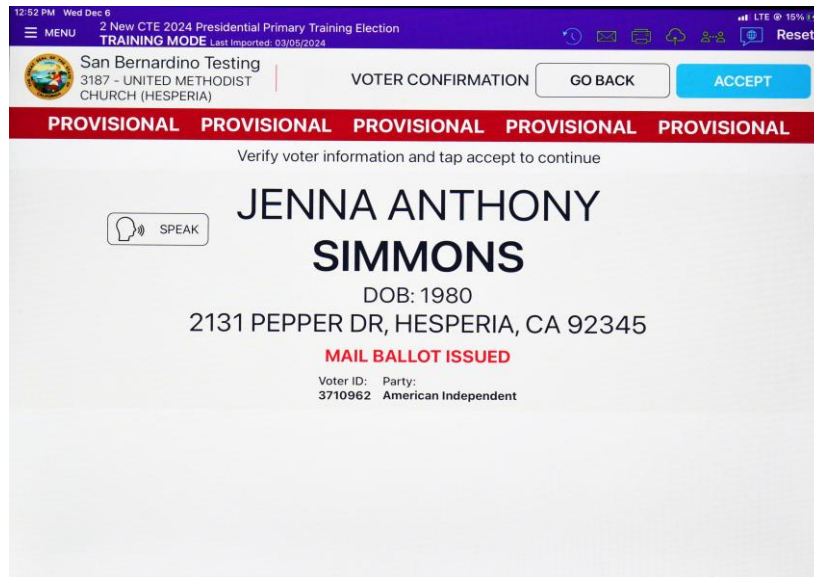
4. If the Voter has insufficient ID, the Supervisor will follow the checklist and assist the voter with completing the Provisional Ballot Envelope.



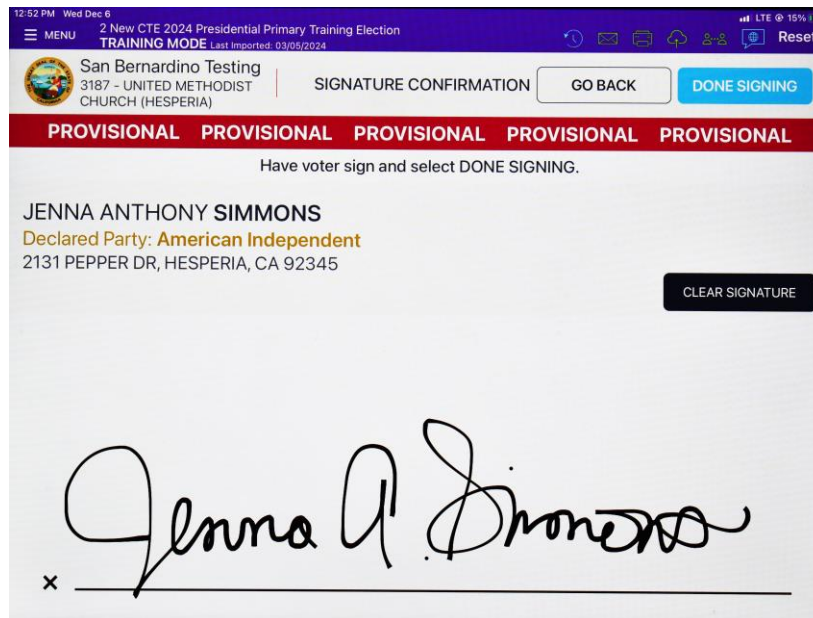
5. Supervisor: Tap “No ID Provided”.



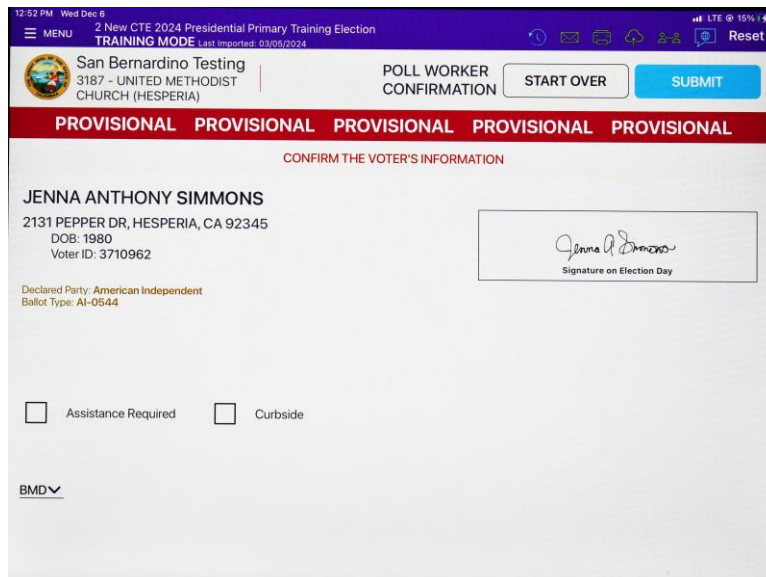
6. Rotate the Poll Pad using the stand arm and ask the voter to confirm their information and tap “Accept”.



7. Ask the voter to sign their name and tap “Done Signing”.



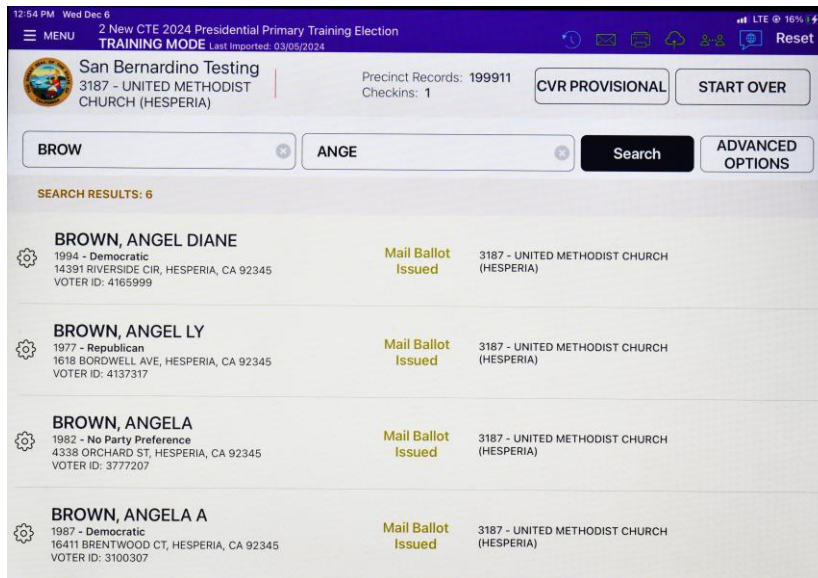
8. Rotate Poll Pad so it is facing you and confirm the signature and ballot type number appears. Change voting method from “Paper” to “BMD” and touch “Submit”.



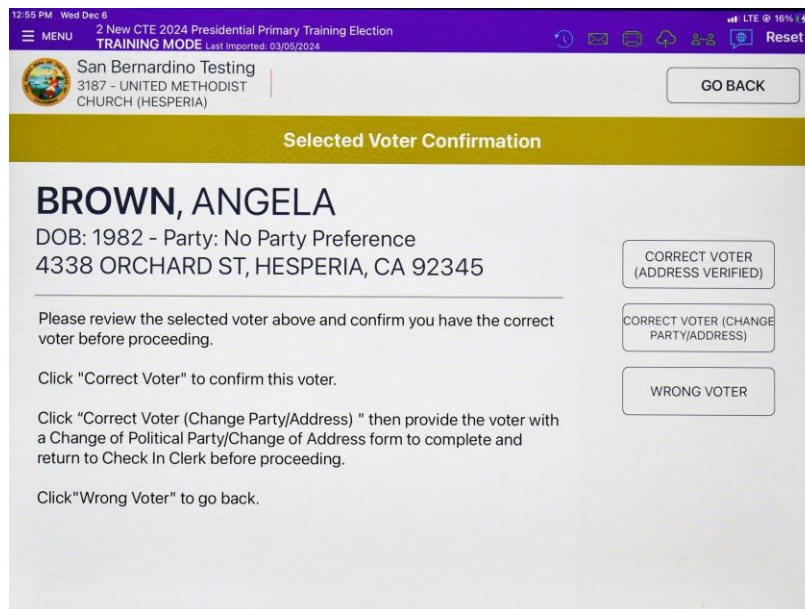
No Party Preference (NPP Crossover Ballot)

This scenario will take you through the steps to process a Voter who is registered as No Party Preference and would like to vote a crossover ballot.

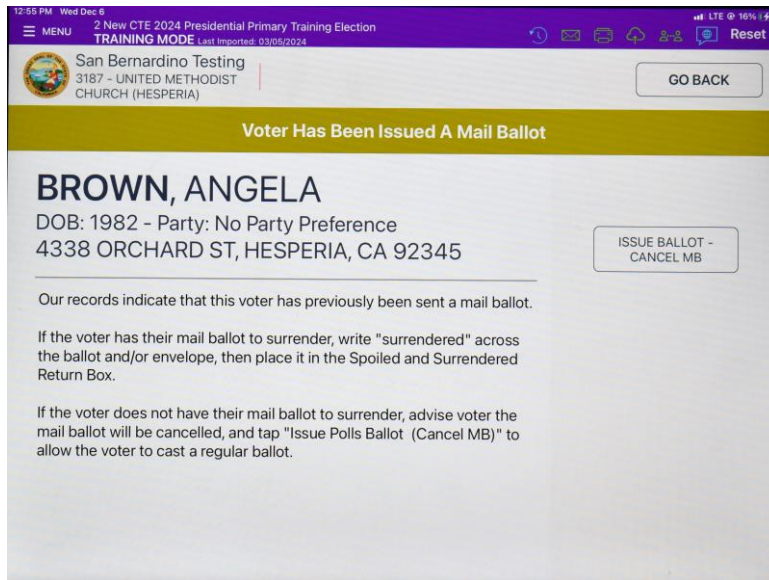
1. Ask the Voter for their full name. Enter the first four letters of the last name and the first four letters of the first name and tap "Search". Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address and then repeat the address back to confirm. Once the Voter confirms both name and address, touch the Voter's name on the screen to continue.



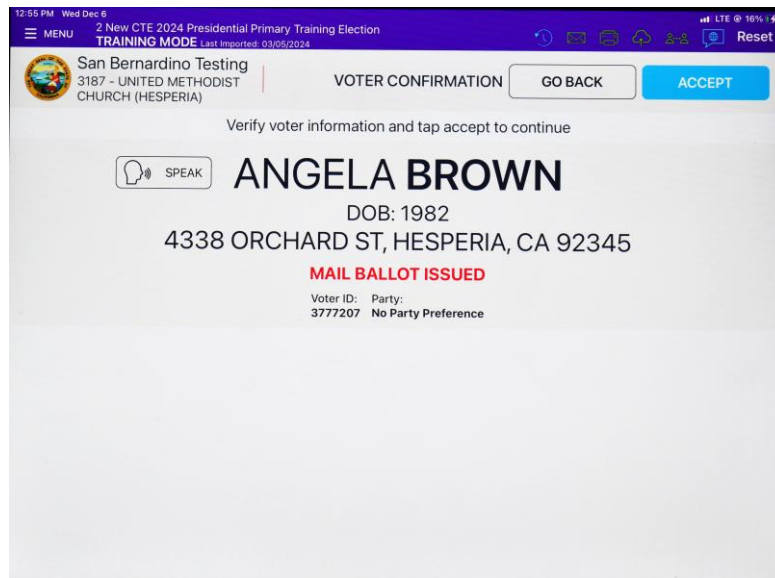
2. The next screen is the "Selected Voter Confirmation Screen". In this example, the Voter's name and address have been verified. Press "Correct Voter – Address Verified".



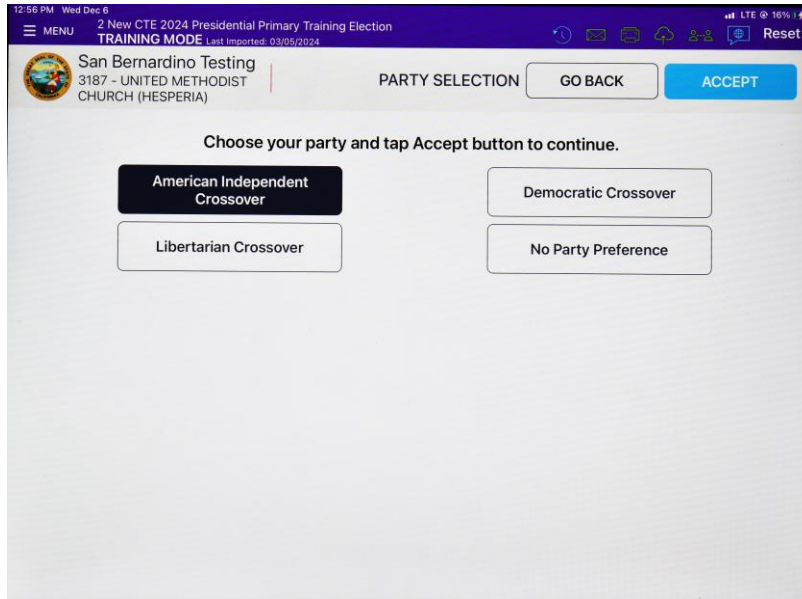
- The next screen is the "Instruction Screen". This election, San Bernardino County has mailed every active registered Voter a Mail Ballot. This screen allows you to cancel the Mail Ballot if the Voter wishes to vote in the Polls. Read and follow the instruction to process the Voter.



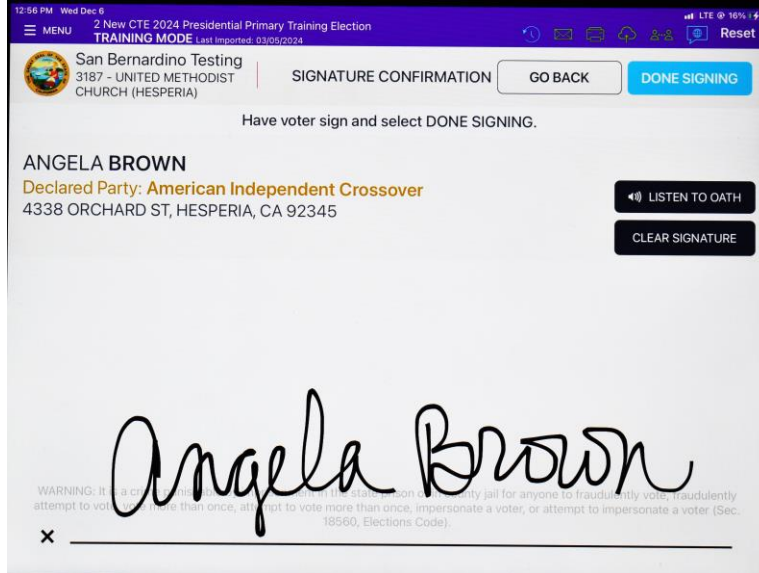
- The next screen is the "Voter Confirmation Screen". Ask the Voter to verify their information is correct and then tap "Accept". If the Voter would like to vote on a crossover ballot tap "Accept". If the information is incorrect, raise the small American flag to contact the Supervisor immediately.



5. If the Voter would like to vote on a crossover ballot that has presidential candidates listed, ask the Voter to tap the crossover party ballot for and tap “Accept”. If they would like to remain No Party Preference, the Voter will tap “No Party Preference” and then tap “Accept”.



6. On the “Signature Confirmation Screen”, ask the Voter to sign their name and tap “Done Signing”.



7. Rotate the Poll Pad by the stand arm so it is facing you and confirm the signature, Ballot Type, and voting method. Tell the Voter “Today you will be voting on a paper ballot”, then tap “Submit”.

12:57 PM Wed Dec 6
2 New CTE 2024 Presidential Primary Training Election
TRAINING MODE Last Imported: 03/05/2024

MENU

San Bernardino Testing
3187 - UNITED METHODIST CHURCH (HESPERIA)

POLL WORKER CONFIRMATION

START OVER SUBMIT

CONFIRM THE VOTER'S INFORMATION

ANGELA BROWN
4338 ORCHARD ST, HESPERIA, CA 92345
DOB: 1982
Voter ID: 3777207

Declared Party: American Independent Crossover
Ballot Type: AI-0544

Assistance Required Curbside

Paper

Party Change

This scenario will take you through the steps to process a Voter who wants to change their registered party.

1. Ask the Voter for their full name. Enter the first four letters of the last name and the first four letters of the first name and tap "Search". Once you find a match, repeat the name as it is displayed on the screen, then ask the Voter for their address and then repeat the address back to confirm. Once the Voter confirms both name and address, touch the Voter's name on the screen to continue.

The screenshot shows a mobile application interface for a training election. At the top, it says "San Bernardino Testing" and "3187 - UNITED METHODIST CHURCH (HESPERIA)". There are buttons for "CVR PROVISIONAL" and "START OVER". Below that, there are input fields for "ADAM" and "JAME" with a "Search" button. The search results show four entries:

Name	Party	Address	Voter ID	Status
ADAMS, JAMES	Democratic	10865 ROSE AVE, HESPERIA, CA 92344	9652844	Mail Ballot Issued
ADAMS, JAMES D	Democratic	22720 VAN BUREN ST, HESPERIA, CA 92344	3022400	Mail Ballot Issued
ADAMS, JAMES SCOTT	No Party Preference	59061 ROCKY ACRES RD, HESPERIA, CA 92344	8616543	Mail Ballot Issued
ADAMSON, JAMES	No Party Preference	1005 N CENTER AVE APT2112, HESPERIA, CA 92345	4119970	Mail Ballot Issued

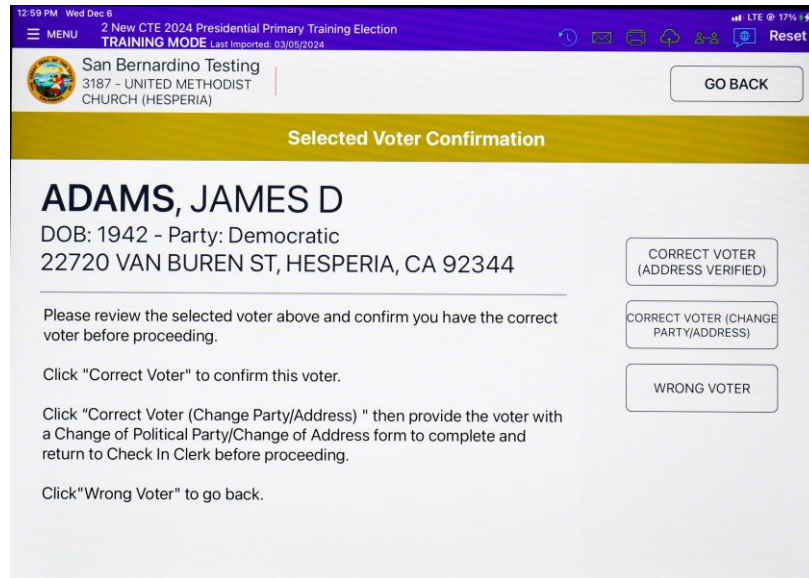
2. If the Voter would like to change their party preference, raise the small American flag to call for the Supervisor to finish processing the Voter. The Check In Clerk will hand the Voter a Change of Political Party/Change of Address form to complete, then raise the small American flag for the Supervisor to finish processing the Voter.

The form is titled "California Secretary of State CHANGE OF POLITICAL PARTY/CHANGE OF ADDRESS (Elections Code §§ 2119.5, 2152)". It contains the following sections:

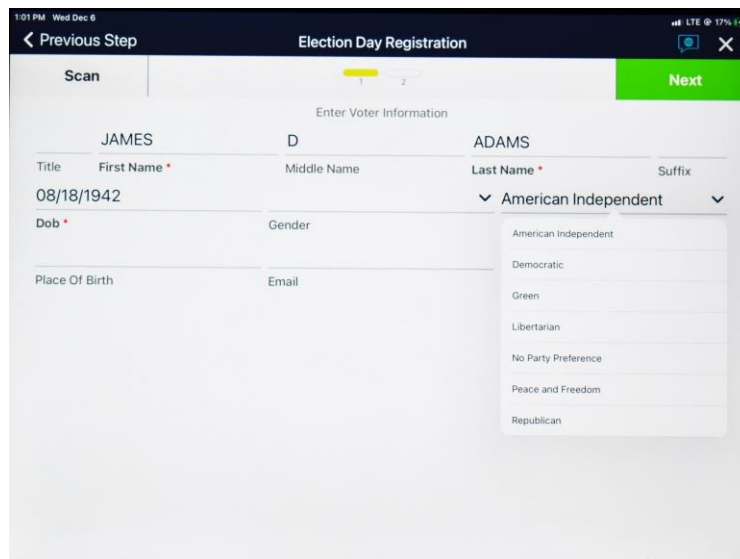
- Instructions: "This form may only be completed by a voter who is currently registered to vote in their current county of residence. This form is to request a change of political party preference and/or to request a change of address within the same county. This form may only be completed during the time period of the 14th day before an election up until the close of the polls on Election Day. This form must be provided in person to the county elections official's office, polling location, or satellite office."
- Personal Information: Fields for First name, Middle name, Last name (including suffix, such as Jr., Sr., III), Date of birth (MM/DD/YYYY), Current residence address, Apt or Unit #, City, State (CA), and Zip.
- Party Change: I want to change my political party preference. Sub-sections: "I want to choose a political party preference" with checkboxes for American Independent Party, Democratic Party, Green Party, Libertarian Party, Peace and Freedom Party, Republican Party, and Other (specify); "I do not want to choose a political party preference" with checkbox for No Party / None.
- Address Change: I want to change my address. My previous address was: Address, Apt or Unit #, City, State (CA), Zip.
- Declaration: "I declare under penalty of perjury under the laws of the State of California that the information I have provided on this request is true and correct."
- Signature: A red box for the signature, followed by fields for Date signed, Month, Day, and Year.

English
1/1/2024

- The Supervisor will tap “Correct Voter – Change Party/Address” on the “Selected Voter Confirmation Screen”.



- On the next screen you will select the party the Voter would like to register as from the drop-down menu, then tap “Next”.



5. Confirm all fields are complete on the “Voter Address Screen” and tap “Next”.

The screenshot shows a mobile application interface for entering a voter's address. The screen is titled "Voter Address" and has a "Previous Step" button on the left and a "Next" button on the right. The form contains the following fields:

House #	Suffix	Pre Direction	Street Name *	Street Type	Post Direction
22720			VAN BUREN	ST	
Unit Type	Unit Number	City *	State *	Zip *	
		HESPERIA	CA	92344	

Below the form, there is a "CLEAR FORM" button, a "Same Mailing Address" section with "YES" and "NO" buttons, and a note: "* Indicates a required field".

A pop-up window will appear, tap “Accept” and complete the check in process.

The screenshot shows the same "Voter Address" screen as above, but with a pop-up window overlaying the form. The pop-up window has a green checkmark icon and contains the following text:

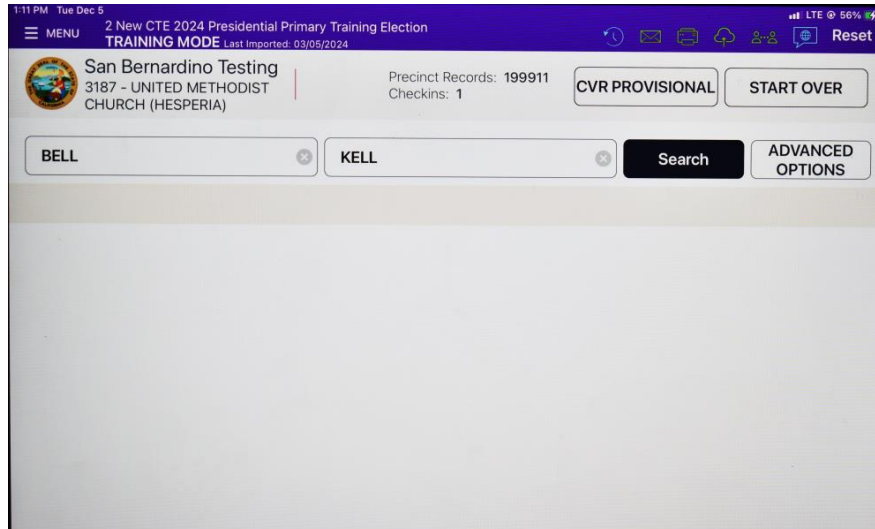
Updated
JAMES D ADAMS

Below the text is a green "Accept" button. The background of the screen is dimmed.

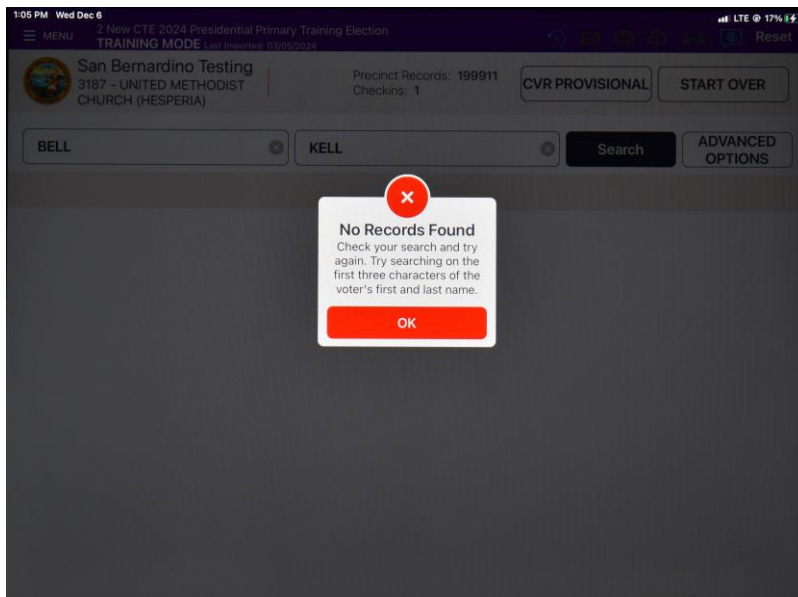
CVR Registration

This scenario will take you through the steps to register a Voter.

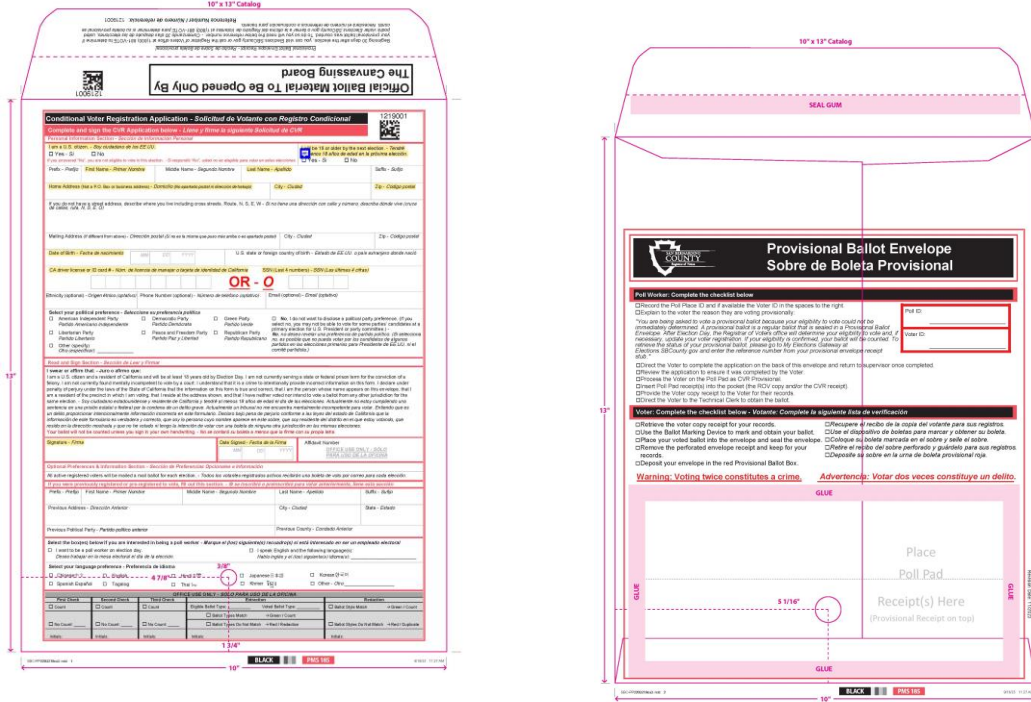
1. Enter the first four letters of the last name and first four letters of the first name and tap “Search”.



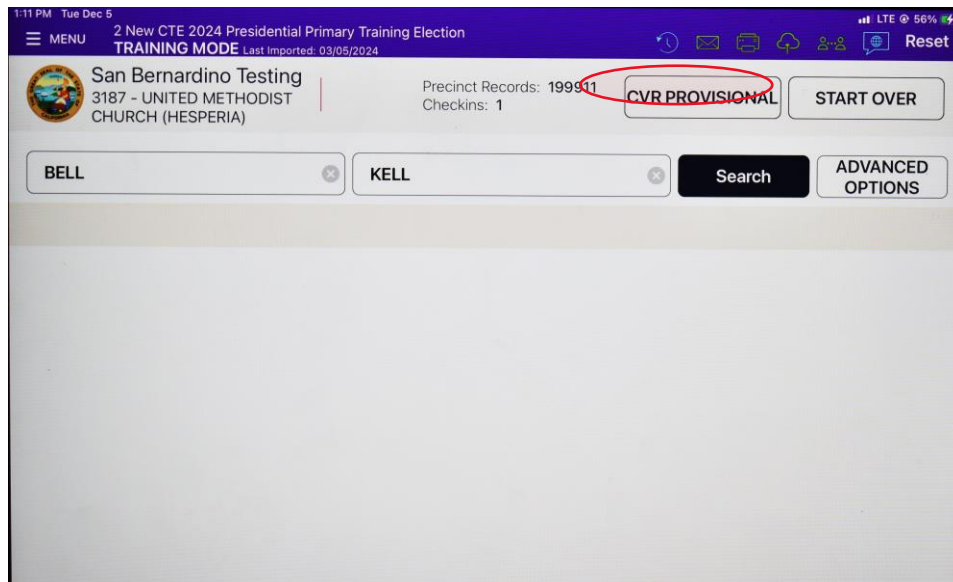
2. A pop-up message “No Records Found” will display on the screen. Ask the voter the following question, “Are you registered to vote?” If the voter says they are not registered and want to register, raise the small American flag to contact the Supervisor. To begin registering the voter, tap “Ok”.



3. The Supervisor will follow the checklist and assist the voter with completing the Provisional Ballot Envelope.



4. Once the Provisional Ballot envelope is complete, tap “CVR Provisional”.



- Complete the Registration Path to register the Voter. The fields with a red * are required fields, these include the Voter's name, date of birth, and Party. Then tap "Next".

The screenshot shows the 'Election Day Registration' app interface. At the top, there is a navigation bar with a back arrow labeled 'Previous Step', the title 'Election Day Registration', and a close icon. Below the navigation bar is a progress indicator with two steps, the first of which is highlighted in yellow. A green 'Next' button is located in the top right corner. The main content area is titled 'SCAN BARCODE' and 'Enter Voter Information'. The form contains the following fields:

Title	KELLY	Middle Name	BELL	Suffix
First Name *			Last Name *	
Dob *	01/16/2004	Gender	Female	Party *
			Green	
Place Of Birth	Email	Phone Number		

* Indicates a required field

- Next, enter the Voters address. The fields with a red * are required fields, these include the Voter's Street Name, City, State, and Zip code. Select the address that appears from the drop-down menu when available. This is important because selecting the address from the drop-down ensures the Voter will receive the correct Ballot type.

The screenshot shows the 'Voter Address' app interface. At the top, there is a navigation bar with a back arrow labeled 'Previous Step', the title 'Voter Address', and a close icon. Below the navigation bar is a progress indicator with two steps, the first of which is highlighted in yellow. A green 'Next' button is located in the top right corner. The main content area is titled 'Address Type' and 'Enter the voter's residential address'. The form contains the following fields:

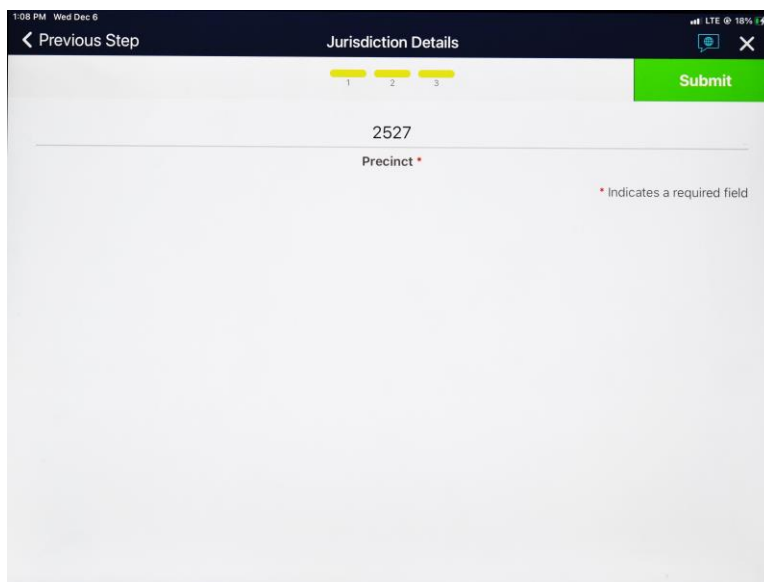
House # *	17953	Suffix	Pre Direction	17953 DANBURY AVE, HESPERIA CA 92345	reet Type	Post Direction
Unit Type	Unit Number	City	State *	Zip *		

Is the voter's mail delivered to the address above? * YES NO

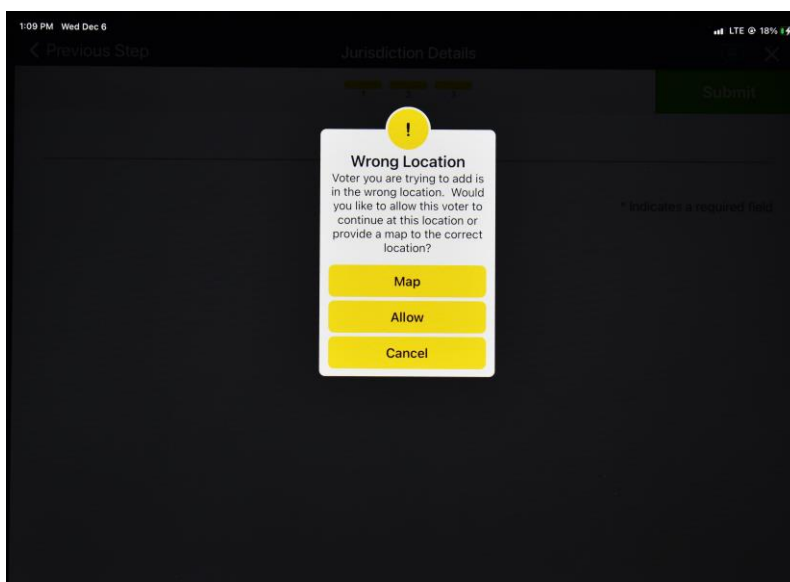
* Indicates a required field

A keyboard is visible at the bottom of the screen, with the word 'DAN' entered in the address field.

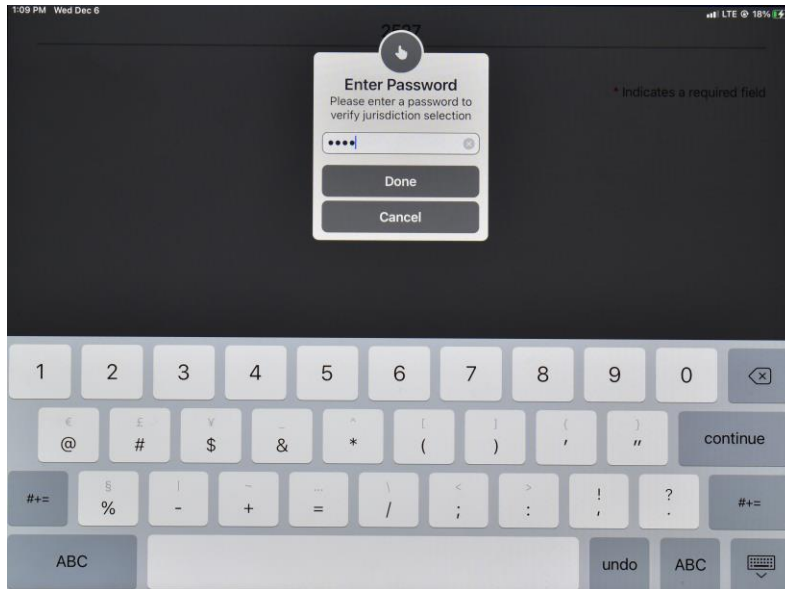
7. If the street name is not listed on the drop-down list, use the District Lookup Tool on <https://elections.sbcounty.gov/> to find the correct Ballot type. Enter the Ballot type from the District Lookup Tool into the Precinct field and tap “Submit”.



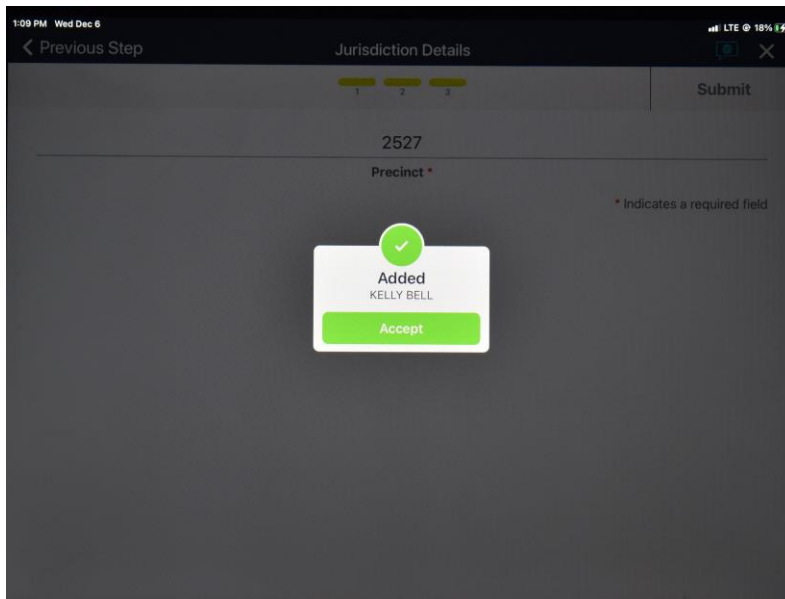
8. If a voter is in the wrong location this pop-up window of “Wrong Location” will appear. If a voter decides to go to their polling place, then tap on “Map” and proceed with the Voter Redirect process. If they decide to stay, tap on “Allow”.



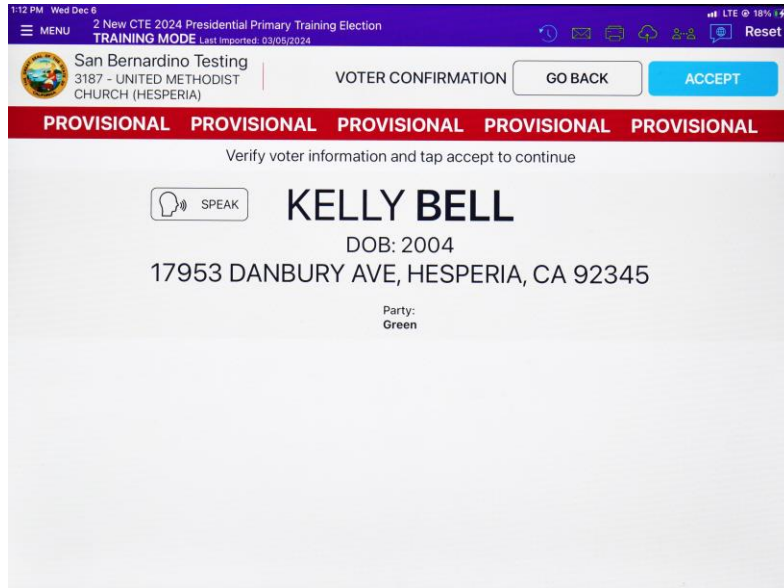
9. Enter the password [REDACTED].



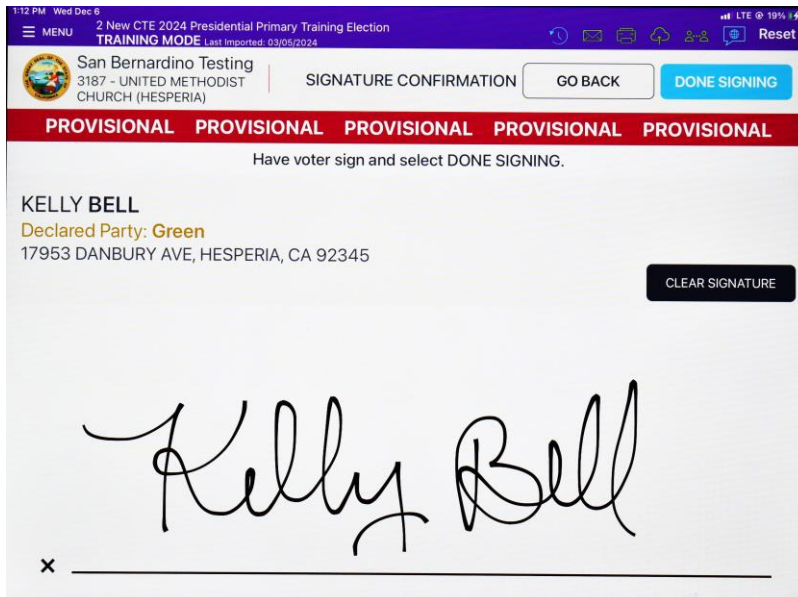
10. The voter is now ready for process. Tap on "Accept" .



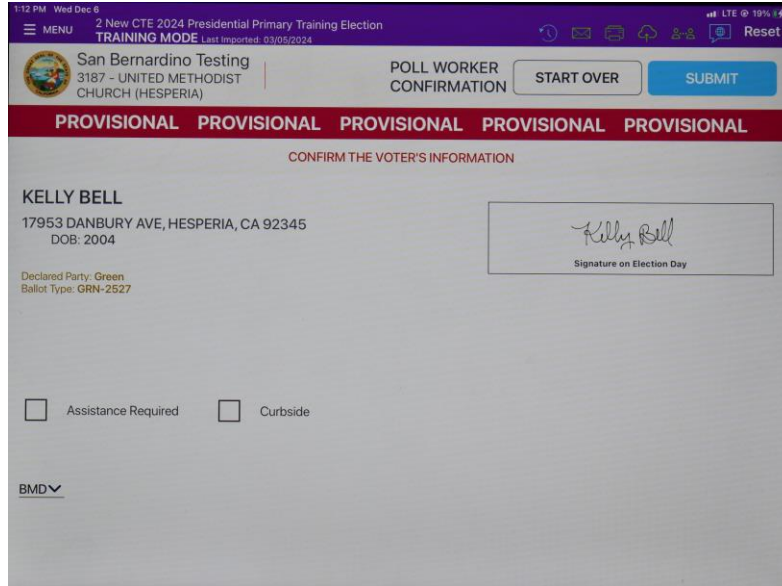
11. Rotate the Poll Pad so the Voter can confirm their information is correct, then ask the Voter to tap “Accept”.



12. Next, the Voter will sign their name and then tap “Done Signing”.



- Rotate the Poll Pad on the Poll Worker Confirmation screen to confirm the Voter's signature and the ballot type is shown. Last, change the voting method from "Paper" to "BMD", then tap "Submit".



- The Poll Pad will print two Provisional receipts. One is the ROV copy and the second is the Voter's copy. The ROV copy will go inside the sleeve of the Provisional Envelope.

