

ExpressTouch Universal Voting System

Poll Worker Quick Start Guide



ExpressTouch Components

1 Voting booth lid

2 Smart card slot

3 Power status panel

4 Privacy panels

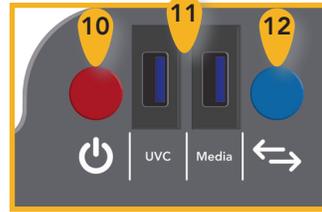
5 ExpressTouch tablet

6 Thermal printer

7 Leg assembly

8 Dock connector

Access Compartment

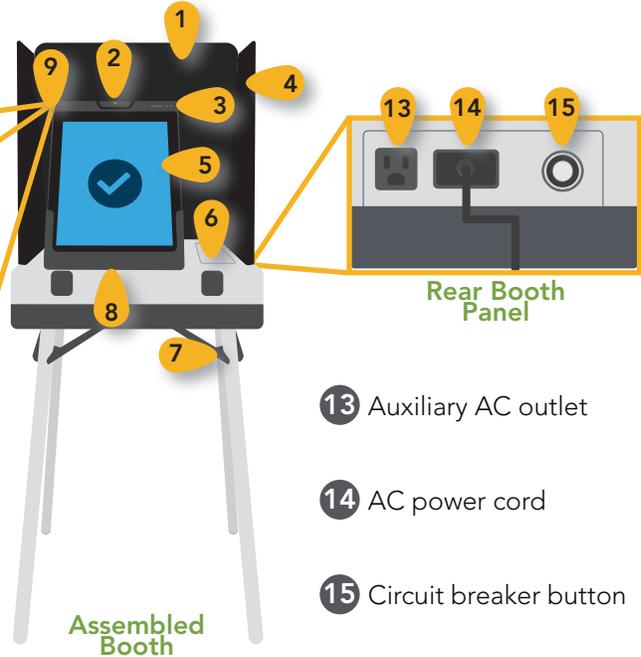


9 Access compartment

10 Power button

11 USB ports

12 Mode button



Rear Booth Panel

13 Auxiliary AC outlet

14 AC power cord

15 Circuit breaker button

Assembled Booth

Preparing the ExpressTouch for Voting

1

Connect the USB cord for the Universal Voting Console ("UVC") to the USB port inside the Access Compartment. Place cord through the notch on the compartment door.

Press and hold the red **power button** until the unit begins to power on.



2

Close and lock the Front Access Compartment. Touch **Open Poll** on the touch screen. Ensure the Zero Totals Report prints. If another copy is needed, touch **Reports** and print.

Touch **Go to Voting**.



3

To prepare the Vote Session Activator Cards, touch **Voter Cards on the Supervisor Menu**. Touch **Open the Create Voter Cards Module**.

Insert a Vote Session Activator Card and select the appropriate precinct and ballot style, if needed. Touch **Next**. Touch **Create Card**. Remove the card.

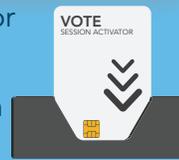


Voting on the ExpressTouch

1

Voters can initiate a vote session by inserting the Vote Session Activator Card, or a poll worker may do so by inserting a Supervisor Card.

If needed, select the appropriate precinct, ballot, and language. Touch **Continue**.



2

To vote using the touch screen, touch the contest or other candidate choice. To cast a write-in vote, touch **Write-in** and use the on screen keyboard to enter the write-in choice.

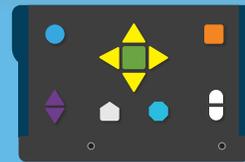
To navigate between screens, use the **Next Page** or **Back Page** buttons.



3

To initiate assistive voting, press the **Select** button on the Universal Voting Console ("UVC").

Use the keypad to make selections, following the audio instructions on the headphones.



4

At the end of voting, verify your selections. Touch Cast Your Ballot and then touch Confirm.

A thank you screen will appear, indicating your ballot was cast.



Closing the Poll & Shutting Down the ExpressTouch

1

Switch to Supervisor mode.

Touch **Close Poll**. If required, enter the Election Code and touch **Accept**.

Close Poll

Poll Information **Open**
Close Poll

2

The Voting Results report should automatically print. If more copies are needed, touch **Print Report**.

Once all reports copies are printed, remove the Election Definition media from the terminal.



3

Power down the terminal by either pressing the **red power button** within the Access Compartment, or, by touching the **Power** icon on the Supervisor Menu.



4

Allow the ExpressTouch to completely power down.

Return the terminal to its case and store according to your jurisdiction's rules.

