#### PRIMARY ELECTION EV Accessible Voting System Quick Reference Guide

# AUDIO INSTRUCTIONS (USE HEADSET)

#### MANAGER INSTRUCTIONS:

- 1. Take AVS ballot card with barcode printed on top, to the AVS unit.
- 2. Insert ballot card into front card slot (Ensure cut corner of ballot card is facing right).
- 3. Press "Select" on Voter Interface Keypad.
- 4. Touch "Continue" on Assisted Voting screen to enable audio assistance.
- 5. Give Voter the headset with ear covers and assist if needed using the other headset.
- 6. On **Select a Language** screen, confirm preferred language with Voter and touch English or Español then touch "**Next**." If you touch the wrong language, touch the "**Back**" button.
- 7. Hand **Voter Interface Keypad** to voter and the system will explain use of buttons.

# WARNING

Once you touch "Start Voting," you cannot change your selection and must move the voter to a different AVS to allow AVS to be completely turned off and back on.

- 8. Review the Instructions with the Voter, then Touch "Start Voting."
- 9. Give Voter privacy but remain nearby in case they need further assistance.
- 10. After Voter is finished voting, direct Voter to Ballot Counting System to cast their ballot.

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## **TOUCH SCREEN INSTRUCTIONS**

#### MANAGER INSTRUCTIONS:

- 1. Take AVS ballot card with barcode printed on top, to the AVS unit.
- 2. Insert ballot card into front card slot (Ensure cut corner of ballot card is facing right.).
- 3. On **Select a Language** screen, confirm preferred language with Voter and touch English or Español then touch "**Next**." If you touch the wrong language, touch the "**Back**."
- 4. Review the Instructions on the screen with the Voter.

# WARNING

Once you touch "Start Voting," you cannot change your selection and must move the voter to a different AVS to allow AVS to be completely turned off and back on.

- 5. Touch "Start Voting."
- 6. Give Voter privacy but remain nearby in case they need further assistance.
- 7. After Voter is finished voting, direct Voter to Ballot Counting System to cast their ballot.

### **VOTER INSTRUCTIONS:**

- 1. Follow instructions on screen to make your selections.
- After making all selections, review choices on the screen. To make changes Touch "Return to Ballot."
- 3. After reviewing all selections, Touch "Print Card."

### WARNING

Any change after the ballot card is printed requires a new ballot card to be issued by Manager at the Blue Security Cart

- 4. Touch Print on Print Card screen.
- 5. After printing is complete, Pull completed ballot card from front card slot.
- 6. Take ballot to the Ballot Counting System.