

Audio Voting Instruction Manual



Ocean County Board Of Elections

129 Hooper Avenue
Toms River, NJ 08754
1-800-452-5254
732-929-2167

Voting Technology Center

162 Chestnut Street
Toms River, NJ 08754
732-506-5076



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1-800-452-5254

MACHINE SET UP FOR AUDIO VOTING

In order to activate Audio Voting, follow the steps below:

1. Retrieve the audio unit from the rear of the machine.
2. Connect the headphones to the handset.
3. Inform the voter that instructions will begin as soon as the voting machine is activated.
4. The voter then places the headphones on.
5. Hand the handset to the voter with the thick cord facing you.
6. On the control panel, press the yellow “TEST” button. The control panel will read “Return to Voter Inactive” with NEXT and START arrows.
7. Press the yellow “TEST” button to select NEXT. The control panel will then read “Enable Audio Voting” with NEXT and START arrows.
8. Press the green “ACTIVATE” button to select START. The control panel displays a message that reads audio is being loaded and then displays “Voter Inactive Audio Mode”. *This step will take a moment to load.*
9. Press the green “ACTIVATE” button. The control panel will read “Voter Active Audio Mode”.
10. Audio Voting is now activated.
11. After the voter has cast their vote, the machine will return to regular voting mode and is ready for the next non-audio voter.

Any questions, please call the
Voting Technology Center at (732) 506-5076.

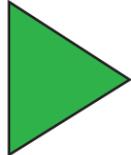
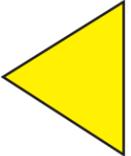
Navigation Tips

Action	How to...
Skipping a Contest	To skip a contest, press the green NEXT button repeatedly until you hear Exit Contest . Press the round red SELECT button to continue to the next contest.
Selecting and Deselecting a Contest	To <i>select</i> a choice, press the round red SELECT button once after hearing the desired choice. To <i>deselect</i> a choice, repeat pressing the green NEXT or yellow BACK button until you hear the choice you just selected and then press the round red SELECT button to deselect the choice. To <i>deselect</i> a choice after leaving a contest, press the yellow BACK button to return to the contest and candidate then press the round red SELECT button to deselect the candidate.
Performing Write-In Voting	Repeat pressing the green NEXT button until you hear Write-In , then press the round red SELECT button to enter the Write-In keyboard. Use the green NEXT and yellow BACK buttons to move back and forth through the alphabet, numbers, and special characters. Spell out your write-in choice by pressing the round red SELECT button to select each desired letter, numbers, and special character. To deselect a character, repeat pressing the green NEXT or yellow BACK button, until you hear Backspace , then press the round red SELECT button.
Exiting Write-In Voting	To exit Write-In voting, repeat pressing the green NEXT or yellow BACK button until you hear OK , then press the round red SELECT button. To cancel a selection, repeat pressing the green NEXT or yellow BACK button until you hear Cancel , then press the round red SELECT button.
Reviewing Choices at the End of a Contest	After selecting your choices for a given contest, repeat pressing the green NEXT button until you hear Review Selections . Press the round red SELECT button to hear the choices for the contest.
Reviewing Choices at the End of a Ballot	Exit the current contest. Press the green NEXT or yellow BACK button until you hear Review Your Selections . Press the round red SELECT button to hear the contest names and selections. Press the green NEXT or yellow BACK button when you are finished.
Casting a Vote	After selecting all of your choices, repeat pressing the green NEXT or yellow BACK button until you hear Voting is Completed . Press the round red SELECT button to verify that you are finished voting. To cast your vote, press the round red SELECT button.

If a voter cannot finish voting the audio ballot, please call the Ocean County Board of Elections at 1-800-452-5254 for further instructions.

Components of Audio Accessory Keypad

The Audio Accessory Keypad consists of the following four buttons. Below is a description of the various uses of each button.

SELECT 	Press SELECT to: <ul style="list-style-type: none">• Exit introductory help and begin voting• Select contest• Select or deselect a candidate for each contest• Review selections• Exit contests• Case Vote
NEXT 	Press NEXT to: <ul style="list-style-type: none">• Move forward through the list of candidates• Move forward through the list of contests• Access Review Selections option for a contest• Access Exit Contest at the end of an audio ballot to review ballot
BACK 	Press BACK to: <ul style="list-style-type: none">• Move backward through the list of candidates• Move backward through the list of contests• Access Review Selections option for a contest• Access Exit Contest at the end of an audio ballot to review ballot
HELP 	Press HELP to listen to: <ul style="list-style-type: none">• Introduction help• General help• Candidate Select/Deselect help• Write-In help

The Audio voting accessory components are shown below:

Case



Velcro Strap



Headphones



Audio Accessory Keypad

