

Hart InterCivic

Archives

eslate Precinct Voting System

DAV 5000 Voting Unit Setup

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About this manual

This manual describes how to set up a Disabled Access Unit eSlate 5000 (DAU 5000) voting unit in the eSlate Electronic Voting System's Precinct Voting System from Hart InterCivic. The procedures in this manual complement the general polling place equipment setup and election day procedures provided in the eSlate Precinct Voting System Election Day Manual and the eSlate Precinct Voting System Early Voting Manual. You can quickly locate the topics in this book by looking at the topic titles printed on the outside edges of the pages. Instruction pages are formatted in two columns, with general descriptions in the left column and steps in the right column.

- From Black Box

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BOOK
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Steps for: Voting equipment setup for DAU 5000 voting units

<p>One or more Disabled Access Unit eSlate 5000 (DAU 5000) voting units can be connected to the Precinct Voting System (PVS) Judges Booth Controller (Controller) along with eSlate 3000 (e3) voting units. Each of the Voting Booths (Booths) will each contain:</p> <ul style="list-style-type: none"> • one eSlate 3000 (e3) voting unit, —OR— • one Disabled Access Unit eSlate 5000 (DAU 5000) voting unit. 	<p>You can connect up to 12 Booths to the Controller. The voting units in the Booths will be "daisy-chained" together with cables, as described in the <i>Precinct Voting System Election Day Manual</i>. If you plan to have curbside voting, install a DAU 5000 voting unit at the end of the daisy chain so that the unit can be disconnected from the daisy chain for a brief time period while the unit is used curbside.</p>
<p>What equipment is needed for each DAU 5000</p> <ul style="list-style-type: none"> ✓ DAU PC card ✓ 1 set of tactile input buttons ✓ 1 pair of PVS headphones <p>What equipment is needed for curbside voting</p> <ul style="list-style-type: none"> ✓ 8 fresh "D" size batteries for the DAU 5000 that will be disconnected from the daisy chain for a brief time period 	<p>When — Set up and connect the DAU 5000 voting units at the same time you are setting up and connecting the e3 voting units.</p> <ul style="list-style-type: none"> • Assemble the DAU 5000 voting units (page 5). • If the DAU 5000 voting unit will be used for curbside voting, check the batteries in the voting unit (page 6). • Put the DAU 5000 voting unit into a Booth (page 6).

- From Black Board

7. Assemble the DAU 5000 voting units

For each DAU 5000 voting unit you will need:

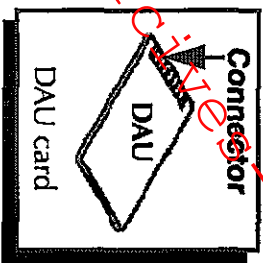
- ✓ A DAU card installed in the DAU 5000 voting unit. (A DAU card contains the audio files for the ballot.)
- ✓ A pair of PVS headphones. (PVS headphones have built-in volume control.)
- ✓ A set of tactile input buttons. (Tactile input buttons can be used instead of the regular buttons on the DAU 5000 voting unit.)

NOTE: The buttons on DAU 5000 voting unit work just as they do on an e3 voting unit, so any voter can use a DAU 5000 voting unit to vote.

For information on how a disabled voter uses the tactile input buttons connected to a DAU 5000 voting unit, see **Using tactile input buttons** on page 9.

A. Check to be sure that a DAU card is installed in the side of the DAU 5000 voting unit. If necessary, install the DAU card, as follows:

- 1 Hold the DAU card so that the connector end is headed for the slot and the DAU label is up.
- 2 Push the DAU card into the slot in the side of the DAU 5000 voting unit.

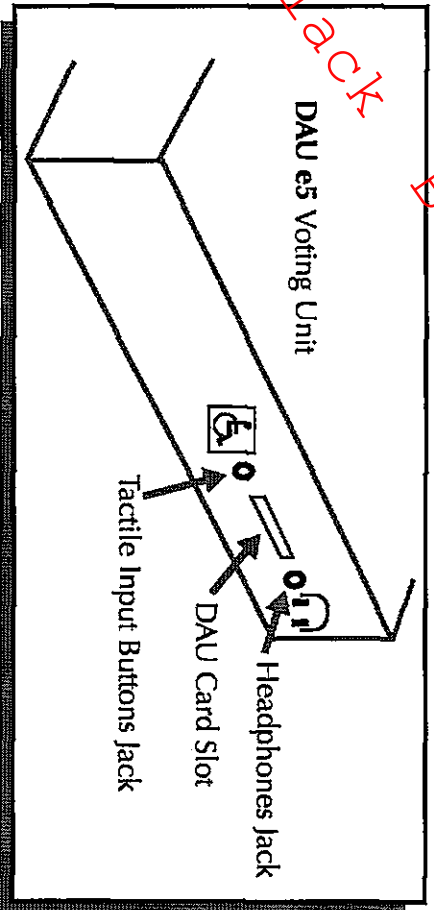


B. Plug the headphones into the Headphones Jack on the side of the DAU 5000 voting unit.

C. Plug the tactile input buttons into the Tactile Input Buttons Jack on the side of the DAU 5000 voting unit.

D. Go to Step 2. Check the batteries if the DAU 5000 voting unit will be used for curbside voting on page 6.

- From Black Box



2. Check the batteries if the DAU 5000 voting unit will be used for curbside voting

If you plan to have curbside voting (where you can unplug the a voting unit and take it to a disabled person waiting in a car), the curbside voting unit must contain batteries.

- A. Check to be sure that the DAU 5000 voting unit has batteries installed by sliding the battery cover off. Install 8 fresh "D" size batteries if necessary.
- B. Go to **Step 3. Put the DAU 5000 voting unit into a Booth.**

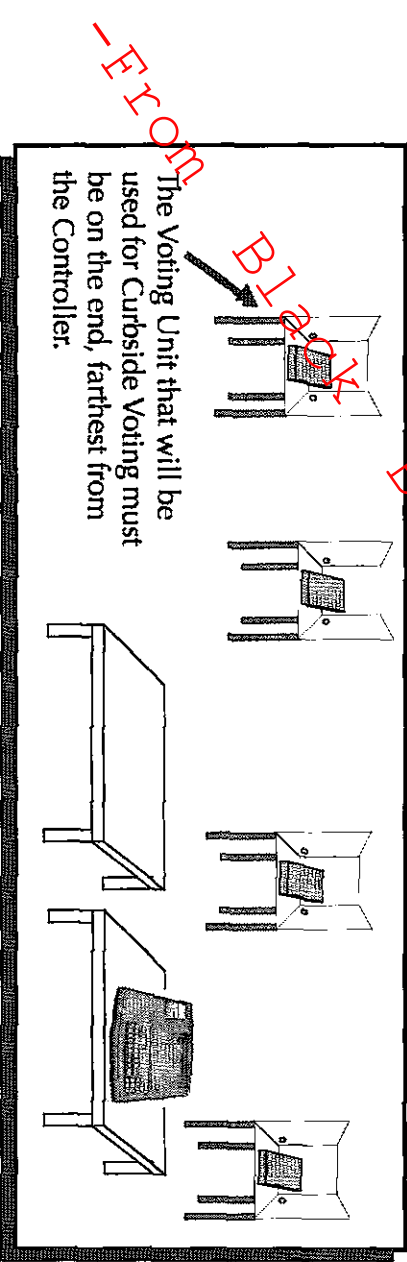
3. Put the DAU 5000 voting unit into a Booth

To accommodate voters in wheelchairs, leave plenty of room in front of the Booths that will contain DAU 5000 voting units.

IMPORTANT!

If you plan to have curbside voting, the curbside voting unit must be connected as the last voting unit in the network. This is usually accomplished by placing the curbside voting unit in the Booth that is the farthest away from the Controller:

- A. Put the DAU 5000 voting unit into the Booth that has plenty of room for voters in wheelchairs.
- ✓ If the DAU 5000 voting unit is to be used for curbside voting, place that unit in the Booth that is the farthest away from the Controller.
- B. Refer to the *Precinct Voting System Election Day Manual* for connecting the voting units to the Controller and to each other.
- C. Go to **Step 1. Look for the Response Test screen on the DAU 5000 voting unit on page 7.**



6 Check the batteries if the DAU 5000 voting unit will be used for curbside voting



Steps for: Button test on DAU 5000 voting units


1. Look for the Response Test screen on the DAU 5000 voting unit

You will perform a test to see if the following items on every DAU 5000 voting unit in a Booth are working:

- buttons
- tactile input buttons
- headphones

When the DAU 5000 voting units are getting power through their cable connections, you will see the Response Test screen with pictures of the DAU 5000 buttons and pictures of the tactile input buttons displayed on the voting unit.

- ◆ The RED tactile input button corresponds to  (the SELECT wheel) on the DAU 5000.
- ◆ The GREEN tactile input button corresponds to the  (ENTER) button on the DAU 5000.

A.  Walk to the first Booth that has a DAU 5000 voting unit.

✓ The Response Test screen should be displayed on the DAU 5000 with pictures of all the DAU 5000 voting unit buttons as well as pictures of the tactile input buttons (on the bottom row of the screen).

⊗ If the Response Test screen is not displayed on any one of the DAU 5000s, check to be sure the cables are all securely connected to the DAU 5000.

⊗ If the Response Test screen is still not displayed on any one of the DAU 5000s, you must be sure the DAU PC card is securely installed and recycle power (see Problems with a DAU PC card in a DAU 5000 voting unit on page 11).

B. Go to Step 2. Test the buttons on the DAU 5000 voting unit on page 8.

- From Black Booth

2 Test the buttons on the DAU 5000 voting unit

- ✓ If you see a check mark appear over the picture of a button on the DAU 5000 screen the first time you press a button on the DAU 5000 voting unit, it means the button on the voting unit is working.
- ✓ When you press that same button again, the check mark will disappear.
- ✓ If you see a check mark appear of the picture of a tactile input button the first time you press it, it means the tactile input button is working.



✓ If you have the headphones on, when you press a tactile input button you will hear the speaker say the color of that button.

- A. When the **Response Test** screen is displayed on the DAU 5000, put the headphones on.
 - B. Press each tactile input button to:
 - 1 See that the check mark appears or disappears on the picture on the DAU 5000 screen.
 - 2 Listen to the headphones for the color of the tactile input button to be spoken as you press the button.
 - C. Adjust the volume on the headphones if necessary.
 - D. Follow the instructions on the DAU 5000 screen to verify that the buttons on the DAU 5000 voting unit itself work properly.
 - E. Repeat the Response Test for every DAU 5000.
- ☺ If the buttons and headphones on the DAU 5000 voting unit are all working, the DAU 5000 voting unit is ready for voting.
- ☹ If the button response test fails on a DAU 5000, follow the steps in **Problems with a DAU PC card in a DAU 5000 voting unit** on page 11.

- From Black Book


Steps for: Using tactile input buttons


1. Instruct a voter who will use the tactile input buttons


A disabled voter may need to use the tactile input buttons connected to a **DAU 5000** voting unit to make their selections instead of using the regular buttons on the voting unit.


IMPORTANT!

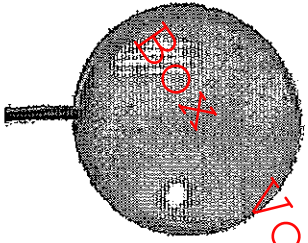
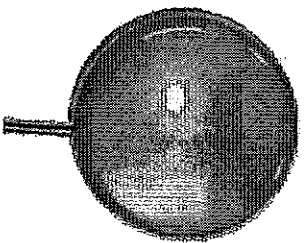
To initiate the use of the tactile input buttons on the **DAU 5000** voting unit, either the **RED** or the **GREEN** tactile input button must be used at least once to enter the Access Code.


A. Tell the voter to press the  **RED** tactile input button when they want to move the highlight to a different position on the ballot.

In other words, the  **RED** tactile input button can be used to navigate to different items on the ballot.

B. Tell the voter to press the  **GREEN** tactile input button when they want to select the item that is currently highlighted on the ballot.

The **GREEN** tactile input button corresponds to  (the **ENTER** button) on the **DAU 5000**.

The **RED** tactile input button corresponds to  (the **SELECT** wheel) on the **DAU 5000**.

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DO NOT REMOVE

Steps for: Curbside voting

7. Implement curbside voting



Some voters may need to vote curbside (where you can unplug the voting unit and take it to an eligible voter waiting in a car).

IMPORTANT!

✓ The curbside voting unit must have been installed in the Booth that is the farthest away from the Controller so that it is the last voting unit connected in the chain.

From Black Booth

NO OTHER

- A. Issue a Access Code for the voter as described in the *Precinct Voting System Election Day Manual*.
- B. Give the **Access Code** ticket to an election judge.
- C.  Send the judge to the Booth that contains the curbside voting unit—the Booth that is the farthest away from the Controller.
- D. Have the judge enter the Access Code into the voting unit.
- E. When the ballot is displayed on the curbside voting unit, have the judge disconnect the voting unit's Booth-to-Booth cable.
- F. Have the judge carry the voting unit (and the headphones and tactile input buttons, if they are connected) to the voter waiting at curbside.
- G. When the voter has finished voting and has pressed  the following message displays on the voting unit screen:
Connect EPC to Network To Record Your Vote
- H. Have the judge return the voting unit to the Booth and re-connect the Booth-to-Booth cable.
- I. When the voting unit is re-connected, the following message displays on the voting unit screen:
Your Vote Has Been Recorded
- ☺ The curbside voting unit can now be used in the Polling Place.

Steps for: Problems with a DAU PC card in a DAU 5000 voting unit

1. Re-installing the DAU PC card in a DAU 5000 voting unit

If the **Response Test** screen is not displayed on any one of the **DAU 5000** voting units, you should:

- ✓ Be sure the DAU PC card is securely installed in the slot on the side of the **DAU 5000** voting unit, then
- ✓ Recycle power to the Controller.

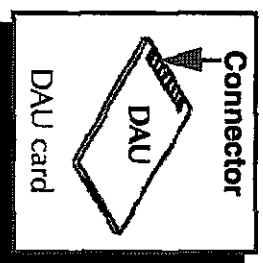
Follow these steps to ensure that the DAU PC card is securely installed in the **DAU 5000** voting unit.

A. Pull the DAU PC card out of the slot on the side of the **DAU 5000** voting unit (See the illustration on page 5).

B. Re-install the DAU card, as follows:

- 1 Hold the DAU card so that the connector end is headed for the slot and the DAU label is up.

- 2 Firmly push the DAU card into the slot in the side of the **DAU 5000** voting unit.



C. Be sure the headphones and tactile input buttons remain plugged into the voting unit.

D. To recycle power, disconnect the power cord from the back of the Controller, then re-connect the power cord to the back of the Controller.

✓ The **Response Test** screen should be displayed on the **DAU 5000** with pictures of all the **DAU 5000** voting unit buttons as well as pictures of the tactile input buttons (on the bottom row of the screen).

E. Perform the **Response Test** as described in **Button test on DAU 5000 voting units** on page 7.

From Black Box Voting

2. Removing a mismatched DAU PC card from a DAU 5000 voting unit

If the DAU PC card installed in a **DAU 5000** does not match the MBB installed in the Controller, the following message displays on the **DAU 5000** voting unit screen when you verify your Polling Place location:

DAU Election Mismatch

✓ Call Election Headquarters to report the mismatched DAU PC card.

Election Headquarters may instruct you to:

- remove the DAU PC card from the **DAU 5000** voting unit that has the mismatched DAU PC card installed,
 - recycle power to the Controller,
 - then use the **DAU 5000** voting unit without a DAU PC card installed,
- AND—
- when a replacement DAU PC card is delivered from Election Headquarters, install the replacement DAU PC card.

Follow these steps to remove the DAU PC card from the **DAU 5000** voting unit that has the mismatched DAU PC card installed so that you can use the **DAU 5000** voting unit without a DAU PC card installed.

- Remove the DAU PC card from the **DAU 5000** voting unit that has the mismatched DAU PC card installed (see the illustration on page 5).
- To recycle power, disconnect the power cord from the back of the Controller, then re-connect the power cord to the back of the Controller.
- Follow the instructions on the Controller screen.
 - ☺ When you have a replacement DAU PC card, you can install it in the **DAU 5000** voting unit as described in Step 3. Installing the replacement DAU PC card in a DAU 5000 voting unit on page 13.

From Black

DAU 5000 Voting

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3. Installing the replacement DAU PC card in a DAU 5000 voting unit

When a replacement DAU PC card is delivered from Election Headquarters:

- ✓ install the replacement DAU PC card in the DAU 5000 voting unit,
- ✓ recycle power to the Controller,
- ✓ re-number the Booths,
- ✓ then use the DAU 5000 voting unit with the new DAU PC card installed.

Follow these steps to install the replacement DAU PC card in the DAU 5000 voting unit that had the mismatched DAU PC card installed.

- A. Install the replacement DAU PC card as described in **Step 1. Assemble the DAU 5000 voting units** on page 5.
- B. To recycle power, disconnect the power cord from the back of the Controller, then re-connect the power cord to the back of the Controller.
- C. Re-number the Booths as described in the *Election Day Manual*.
- D. Continue issuing Access Codes.

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