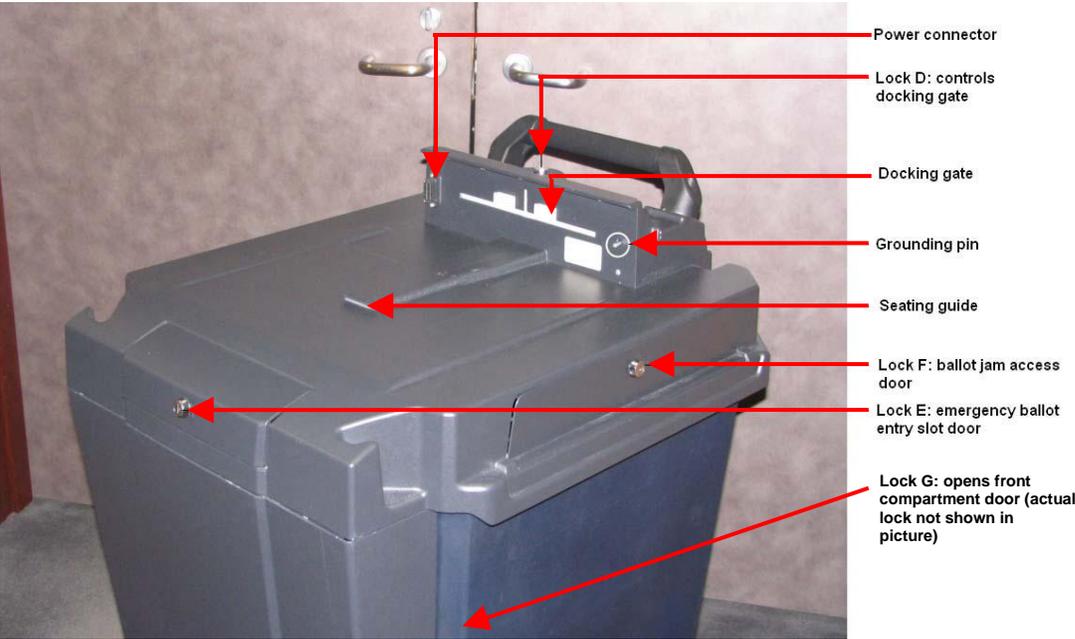
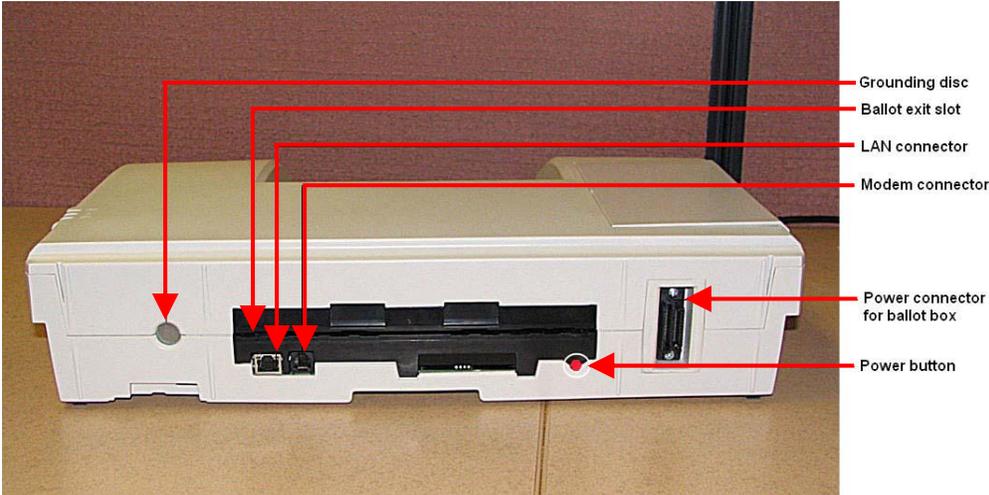


OPENING THE POLLS – AccuVote-OSX



Step 1: Unlock Lock G located on the right side of the ballot box and open the front compartment door to verify that the ballot box is empty. Close and relock the ballot box. If anything is in the ballot box, call the auditor’s office immediately.

Step 2: Remove the AccuVote-OSX unit from the carrying case. Press the red power button on the back of the unit to power it on.

NOTE: After the unit is placed on to the ballot box, the power button is inaccessible.

- Step 3:** Place the AccuVote-OSX unit on top of the ballot box with its back toward the ballot box handle. Align the guide rails on the top of the ballot box with the groove on the bottom of the OSX.
- Step 4:** Insert the key into Lock D on the top of the docking gate on the ballot box. Turn the key counterclockwise so the docking gate's connector hooks move to the down position.
- Step 5:** Slide the AccuVote-OSX unit backwards onto the guiding rail until it touches the docking gate. The back lip of the OSX slides underneath the lip of the docking gate.
- Step 6:** Make sure the ballot box and AccuVote-OSX unit power connectors meet and are well seated.
- Step 7:** Turn the key clockwise to lock the docking gate shut. Remove the key.
- Step 8:** Make sure the unit is firmly in position on the ballot box. You should not be able to slide it forward or lift the front.
- Step 9:** Roll the ballot box into position in the voting area close to a power outlet. Remove any cables or other objects from around the unit that might cause voters to trip.
- Step 10:** Connect the AccuVote-OSX unit to the power outlet.
- Step 11:** Using the printer compartment key, unlock and open the printer compartment. Make sure the paper rolls smoothly across the paper path so that the "Zero Totals Report" can print properly.
- Step 12:** If the unit you are using was already set to Election Mode before being distributed to the polls, it is in Election Mode when powered on and the "Zero Totals Report" prints automatically when you power the unit on.
- Step 13:** If the unit is not already set to Election Mode, select item 3 "Set for Election" from the Pre- Election main menu.
- Step 14:** You will be prompted: "Warning! Selecting this option will erase all results and set the system to live election mode! Do you wish to proceed?" Select Yes.
- Step 15:** Wait while the "Preparing the database" message scrolls by.
- Step 16:** Print the "Zero Totals Report."
- Step 17:** Precinct election officials should inspect the "Zero Totals Report", verify that all candidate totals are zero and then sign the oath area at the bottom of the report. If all of the totals are not ZERO, call the auditor's office immediately.
- Step 18:** **The "Zero Totals Report" should not be detached from the paper roll.** Fold it and fit it into the back printer compartment. This is because additional reports will be printed on the same tape. Close and lock the printer compartment cover.