

Election  
Tuesday,

Polling Hours:  
6:30 a.m. to 7:30 p.m.

## How To Vote Using an Optic Scan Ballot and AutoMark

### Marking a Regular Ballot and Casting Your Vote

- Before marking your ballot, make sure that there are not any marks already on it.
- Read the directions on the ballot carefully.
  - If the ballot allows you to cast **one** vote for an office, you may fill in only one box on your ballot.
  - If the ballot allows you to cast **multiple** votes for the same office, you may fill in the maximum amount of boxes allowed by the directions.
- Completely fill in the oval to the left of the candidate or issue position to indicate your response.
- To cast a vote for an eligible write-in candidate:
  1. Find the blank line provided on the ballot under the list of candidates for the office.
  2. Fill in the oval to the left of that blank line.
  3. Clearly write the name of the write-in candidate on the blank line.
- When you have completed voting, thoroughly check your ballot.
- If you have questions or make a mistake, ask an election official for assistance.
- If you make an error while marking your ballot, take your ballot to an election official; do **not** insert the mismarked ballot into the ballot tabulator. The election officials will void that ballot and give you a new one. You may request a new ballot up to a maximum of two times.
- Once you have completed voting and reviewed your ballot, insert your ballot into the ballot feed slot of the ballot tabulator. An election official will be available to assist you
- If you have over voted your ballot, the ballot will be returned to you. You may either cast the ballot as is or request a new ballot.
- If you request a new ballot, the election officials must cancel your first ballot and issue you a new ballot to vote. Once you cast your ballot, you may not request another ballot.

### Marking a Ballot with the AutoMark and Casting Your Vote

- If you require the use of the audio ballot, please place the headset on.
  - Insert the ballot into the AutoMARK ballot acceptor and wait for instructions. This may take a few moments for the ballot to scan.
  - Touch each candidate or issue for which you intend to cast a vote. Your selections will be highlighted in yellow or indicated to you verbally. You may change your selections at any time.
  - At the bottom of the screen you will also have the ability to use the Zoom-In, Zoom-Out or High Contract color or Black and White type features to make sure the ballot is easier to read.
    - If using the Braille embossed diamond shaped keys, you will be able to make all of your selections by following the audio instructions, and pressing the appropriate buttons.
- To cast a vote for an eligible write-in candidate:
1. Touch the "Write-in" option and a keyboard will appear on the screen
  2. Type in the name of the candidate
  3. Press "OK."
    - If using the Braille embossed diamond shaped keys, you will be able to write in a candidate by pressing the middle select key when prompted for a write-in. You can then scroll through the alphabet, using the center select button to choose each letter.
- After you have completed the last page of your ballot, press the "REVIEW" button. Carefully review your selections.
  - To change a selection, touch the oval next to the candidate or issue and re-select the proper choice. Next, touch the REVIEW button again to return to the summary screen.
  - Review your selections again and when complete, press the MARK BALLOT button to print your ballot.
  - Next insert the marked ballot into the feeder slot of the ballot tabulator.
  - If you have questions or make a mistake, ask an election official for assistance.