

# 2020 Poll Book Training for Judges – Activity Packet

Trainer Version

## Quiz

1. When starting a search for a voter, how many letters of the voter's first and last name should you use?

Three.

2. True or False: When checking in a voter, after finding their record and selecting it, the election judge needs to turn the poll book around to the voter and ask them to confirm their information.
  - a. True. This is an important step in making sure that the correct voter is being checked in, and that the voter's information is up-to-date.
  - b. False. As long as the election judge is super careful selecting the right voter, there's no need to have the voter verify their information.
3. Throughout the day on election day, absentee voting updates are being sent to the poll books. Assuming the hot spot is on and the cloud icons on the poll books are green, what do the election judges need to do to make sure these updates come through?

Nothing!

4. Jenny was helping a voter check in. She searched for the voter's name in the poll book and did not find it. Even though it was her first attempt, she was sure she entered the voter's information correctly, so she didn't do any further searching, and told the voter that they needed to register. Did Jenny do what she was supposed to do? If necessary, what should Jenny have done differently?

- No, Jenny did not do what she was supposed to do.
- She should have tried multiple searches before concluding the voter needed to register.
- She could have reduced the amount of letters used in the name fields, or only searched by first or last name.
- Jenny should have used the Advanced Search to search for the voter using their address or date of birth.

5. True or false: One of the poll books freezes, preventing election judges from using it to check in voters. Even though the other three poll books in the polling place are working, all voters must wait until *all* of the poll books are working again until voting can resume.
  - a. True
  - b. False

6. When opening the polls on election day morning, what is the first piece of poll book hardware that needs to be set up?
- a. Each of the poll books
  - b. The battery bases
  - c. The hot spot
  - d. The ID trays
7. You notice the cloud icon on your poll book is red, and has been for a while. You know this means updates that need to get to the poll book won't be able to download, so you tell your Head Judge. Which of the troubleshooting steps below can the Head Judge can take (circle all that apply).
- a. Check to make sure the hot spot is plugged in and turned on.
  - b. Check the poll book make sure Wi-Fi is enabled.
  - c. Move the hot spot closer to the poll book(s).
  - d. Move the hot spot close to a window.
  - e. Say: "Aw shucks, it's broken!"
8. A voter has a typo in their name: there is an "e" where an "a" should be. Everything else about the voter's record is correct. Do they need to re-register? If not, what do you need to do to check them in?
- Use the Roster Correction Form to document the correction for the typo and check the voter in.
9. Erick is updating his voter registration. He moved to a new address in the same precinct. Unfortunately, he left his new driver's license at home. Given this situation, what's the best proof of residence option for Erick?
- Valid registration in same precinct.
10. Damien accidentally checks in and prints a Voter Signature Certificate for the wrong voter. Barry, the Head Judge, helps him cancel the voter check in, and this time, Damien selects the correct voter and checks them in. Barry takes the signature certificate for the erroneous check-in and throws it in a recycling bin since it is no longer necessary. Did Barry do what he was supposed to do? If not, what should Barry have done differently?
- Barry should have printed VOID on the cert. for the incorrect check-in, made a note on the Incident Log, and attached the voided cert. to the Incident Log.