CASB Delegate Election Software Introduction

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of School Boards

Introductions

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Overview

- Introduction to Hybrid Voting
- Key Terms
- What is ElectionBuddy?
- How Does it Work? - Process Overview
- Software Demo
- Helpful Troubleshooting Tips
- Time for Questions

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What is Hybrid Voting?

- Real-time vote casting for in-person and virtual attendees
  - Enables greater access to Delegate Assembly
  - Simplifies vote tabulation process
  - Ensures high-level data security and voter confidentiality

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Key Terms

- **ElectionBuddy**: secure, web-based voting software system
- **Voter Access Key**: delegate-specific ID number or username
- **Password:** delegate-specific access code
- **Credentials**: voter access key and password
- **Meeting Page**: CASB's ElectionBuddy webpage / voting home page
- **Ballot:** an individual motion or vote to be taken

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What is ElectionBuddy?

- Secure, web-based voting platform
  - All votes are confidential
    - Admin can only see when a vote is submitted, NOT how the delegate votes
  - Bank-level encryption
  - Personalized voter access key
- User-friendly
  - One-click registration
  - All votes cast through secure meeting homepage (no navigation)
- Works with a variety of devices including:
  - Smartphones
  - Laptops
  - Tablets
- Device requirements:
  - Active internet connection
  - Current web browser (e.g. Chrome, Firefox, Safari)

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How Does it Work?

1. Obtain Your Credentials
   - September 25-26

2. Participate in the Registration Test Vote
   - September 26 - October 6

3. Test Your Tech

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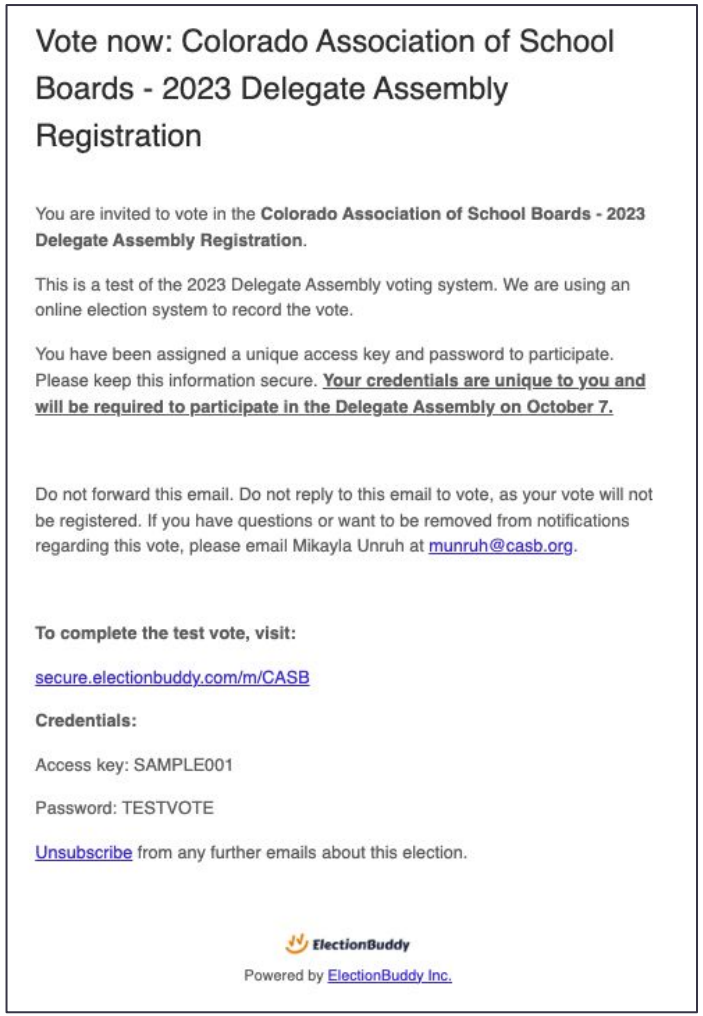


Vote now: Colorado Association of School Boards - 2023 Delegate Assembly Registration

You are invited to vote in the **Colorado Association of School Boards - 2023 Delegate Assembly Registration**.

This is a test of the 2023 Delegate Assembly voting system. We are using an online election system to record the vote.

You have been assigned a unique access key and password to participate. Please keep this information secure. **Your credentials are unique to you and will be required to participate in the Delegate Assembly on October 7.**

Do not forward this email. Do not reply to this email to vote, as your vote will not be registered. If you have questions or want to be removed from notifications regarding this vote, please email Mikayla Unruh at munruh@casb.org.

To complete the test vote, visit:

secure.electionbuddy.com/m/CASB

Credentials:

Access key: SAMPLE001

Password: TESTVOTE

Unsubscribe from any further emails about this election.

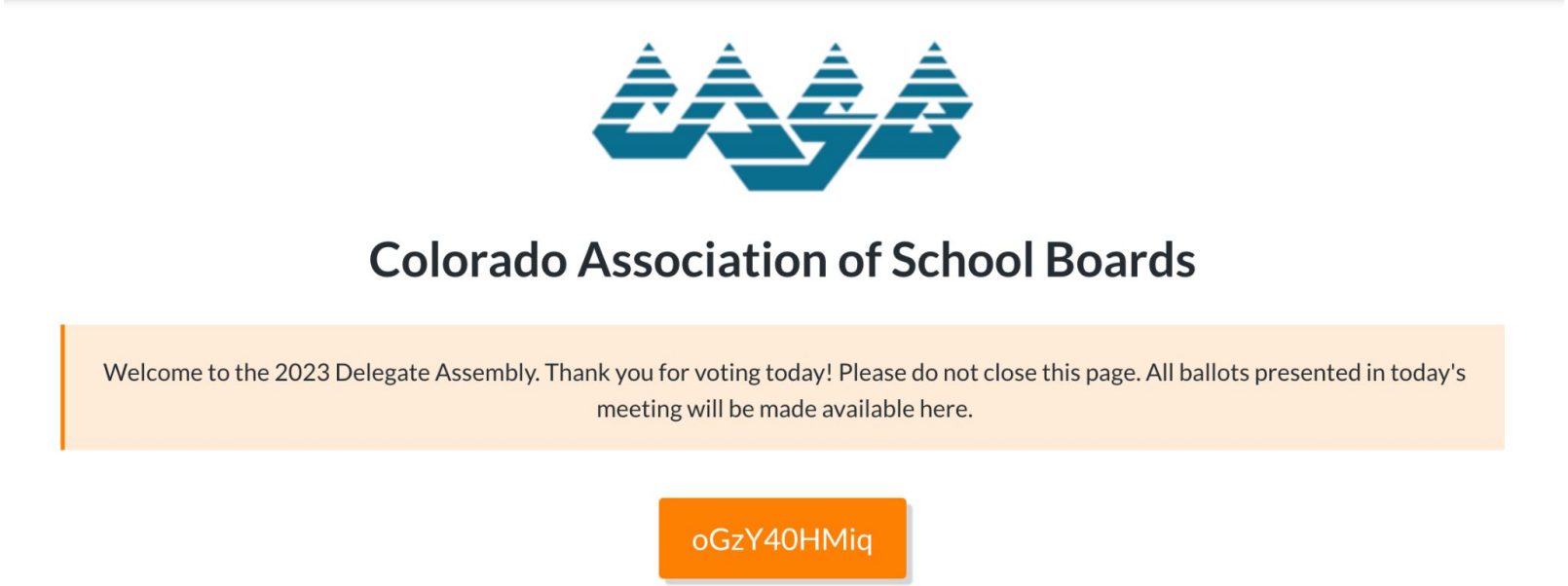
ElectionBuddy

Powered by ElectionBuddy Inc.

How Does it Work?

4. Check In at Delegate Assembly

5. Access Meeting Page



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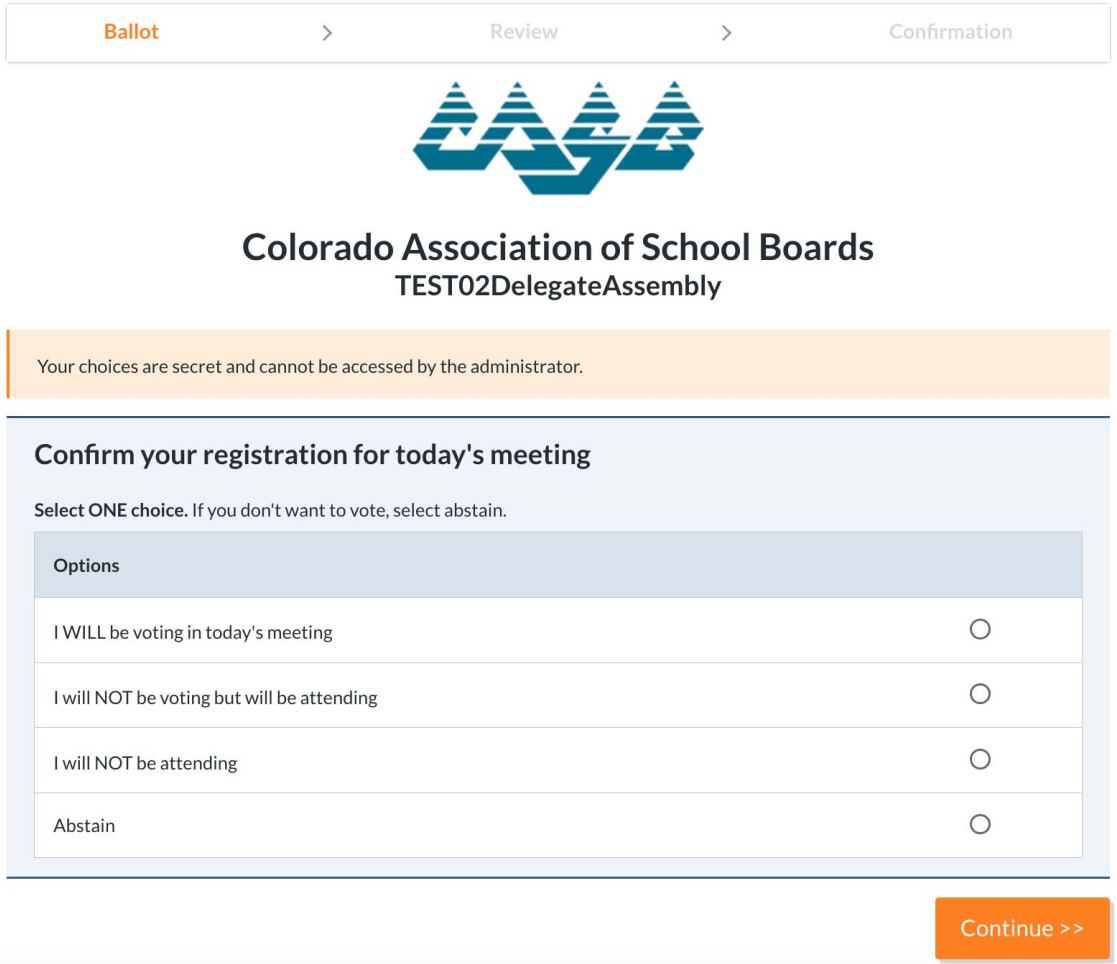
How Does it Work?

6. Submit Your Vote



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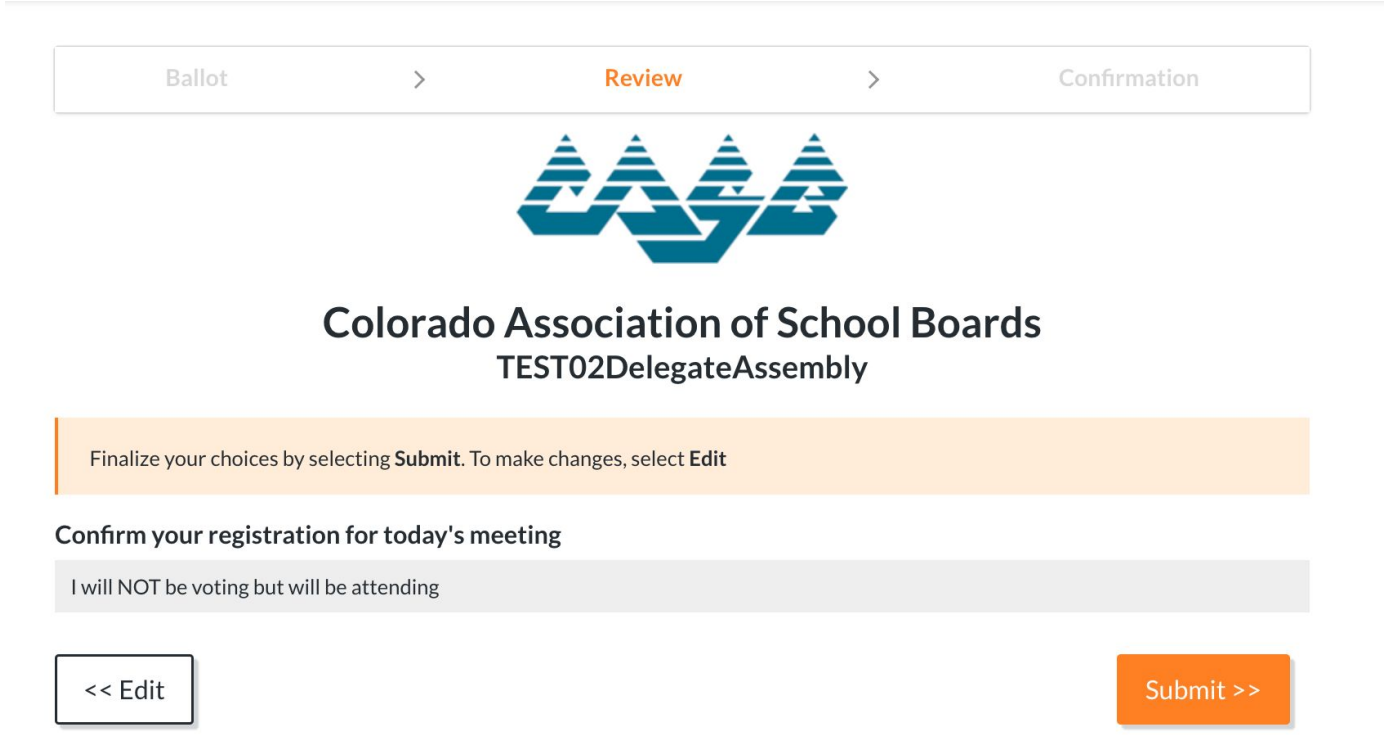
How Does it Work?

7. Confirm Your Vote



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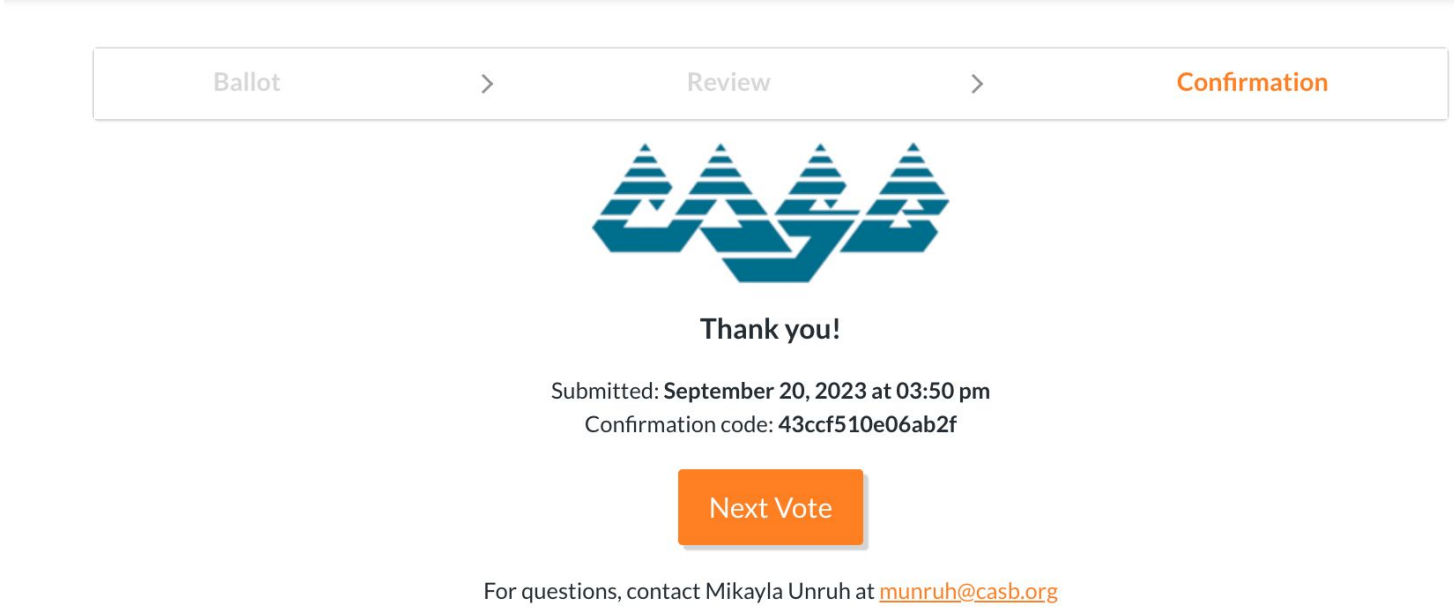
How Does it Work?

8. Click "Next Vote" to Return to Home Page



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Software Demo

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Troubleshooting Tips

Web Browser/Personal Tech:

- I accidentally closed my browser. How do I get back to the meeting page?
  - QR codes on tables
  - Single-sign on from email link

- I'm an Android user. How do I access the meeting page from my email app?
  - Be sure to select "open in browser" in your email application when clicking on the meeting link

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Troubleshooting Tips

ElectionBuddy:

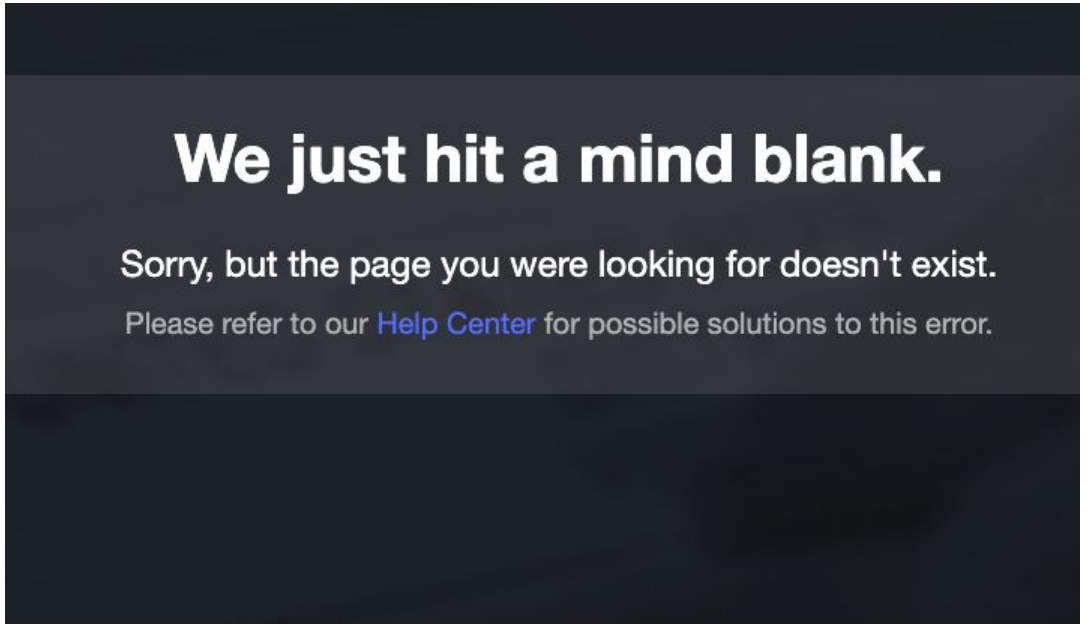
- When I click on the meeting link, I immediately see the meeting page, not the sign-in page.
  - Single sign-on memory
  - Click "Next Vote" to be prompted for credentials

- The next motion has been announced, but a "Next Vote" button isn't appearing on the meeting page.
  - Refresh the page (votes may take a few seconds to load in-person)

Troubleshooting Tips

ElectionBuddy:

- I received an error message when submitting my vote. What do I do?
  - Refresh the page
  - If issue, persists, close browser window and re-sign on using QR code or meeting link



Questions?

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Thank you for attending today's training!

Please reach out if you have any questions or concerns:

Mikayla Unruh - munruh@casb.org | 303-302-3801

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