

Change No.	Page No.	Type	Description	Date Changed
1	ii	Content	Updated Organization Chart	9/6/2024
2	iii	Content	Added a graphic for the new TIP box recurring element	9/6/2024
3	5	Language	Language added for clarity: "Notify the Call Center that an emergency has occurred, <b>once it is safe to do so.</b> "	9/6/2024
4	6	Language	Language added for clarity: "If there is media or a protester presence at the polling location, notify the Call Center immediately. <b>Poll workers should not speak to the media.</b> "	9/6/2024
5	10	Language	Updated " <b>ADA</b> " Coordinators/Team to " <b>Sites</b> " Coordinators/Team	9/6/2024
6	22	Content	Added language and a graphic related to the Assistive Device port: " <b>Assistive Devices: If a voter brings in their own assistive device, their device will need to be plugged in to the assistive device port.</b> "	9/6/2024
7	26	Language	Updated all instance of "Timesheet <b>Envelope</b> " to say "Timesheet <b>Folder</b> "	9/6/2024
8	28	Content	Added TIP box for how to tell if an ID is over 4 years expired: " <b>To determine if the ID expiration date is within the four year window, take the current date and simply subtract 4 from the year!</b> "	9/6/2024
9	31	Content	Added a FAQ box for record information verification: " <b>What must be verified on each voter record?</b> 1. The ID presented is an approved List A ID. 2. The residence address in the record is current. 3. The name on the ID matches the record exactly."	9/6/2024
10	31-32	Graphics	Updated all screenshots to a new sample voter. This captures the added Voter Unable to Sign button on the Voter Signature screen of the check-in process.	9/6/2024
11	31-55	Language	Updated language through to use consistent " <b>voter eligibility flag</b> " vocabulary.	9/6/2024
12	32	Content	Added a FAQ box for Voter Unable to Sign: " <b>What if the voter is unable to sign? If the voter indicates that they cannot sign, touch the yellow UNABLE TO SIGN button. Enter a reason why the voter is unable to sign. Then touch CONTINUE.</b> " in accordance with ePollbook functional standard #6. Rearranged layout to accomodate new content.	9/6/2024
13	39	Language	Removed note referencing Address Update procedures. <del>Note: if the voter also needs to update their address, select MORE OPTIONS prior to getting the voter's initials.</del>	9/6/2024
14	39	Content	Updated Similar Name procedures to reflect Similar Name corrections being processed on SORs, in accordance with ePollbook functional standard #13	9/6/2024
15	41	Language	Updated language to reflect most recent SOS advisory regarding voter ID guidance. "If the voter says they do not <del>own</del> <b>possess or cannot reasonably obtain</b> a List A ID, perform a MANUAL SEARCH from the Home Screen."	9/6/2024
16	43	Content	Restored content from previous manual regarding capturing Oaths of Private Assistants and Interpreters on the ePollbook during check-in.	9/6/2024

17	43	Language	Added poll worker assistance language: "Two poll workers should provide assistance if staffing numbers allow." and updated bilingual worker instructions for clarity: "Bilingual Poll Workers providing translations, should take the Oath of Interpreter prior to the start of their first shift; one Oath is valid for their full appointment."	9/6/2024
18	51	Graphics	Added missing "A" label to provisional envelope.	9/6/2024
19	63	Graphics	Made Daily Balancing Envelope form recurring element red to help workers identify that they must retrieve the Daily Balancing Envelope to complete closing procedures. Updated TIP box to current recurring element design for consistency.	9/6/2024
20	66	Content	Added language and a graphic related to device locking: "A message will appear when the device is ready to be locked. Touch OK."	9/6/2024
21	69	Graphics	Graphics updated to include all items already listed.	9/6/2024
22	69	Language	Language added for clarity of where the Provisional Bag & Emergency Ballot Bag can be stored for transportation of supplies to EV Closeout: "(Can be placed in Blue Paperwork Transfer Bag)"	9/6/2024
23	70	Graphics	Updated TIP box to current recurring element design for consistency.	9/6/2024
24	78	Graphics	Updated TIP box to current recurring element design for consistency.	9/6/2024
25	80	Content	Added language and a graphic related to device locking: "A message will appear when the device is ready to be locked. Touch OK."	9/6/2024
26	82	Content	Updated location of Red Emergency Ballot Bag in What to Bring to CRS list to Clear Envelope Return Bag: "Red Emergency Ballot Bag (sealed) *if not used"	9/6/2024
27	89	Content	Removed Similar Name labels from When to Use the Gray Envelope #4.	9/6/2024
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