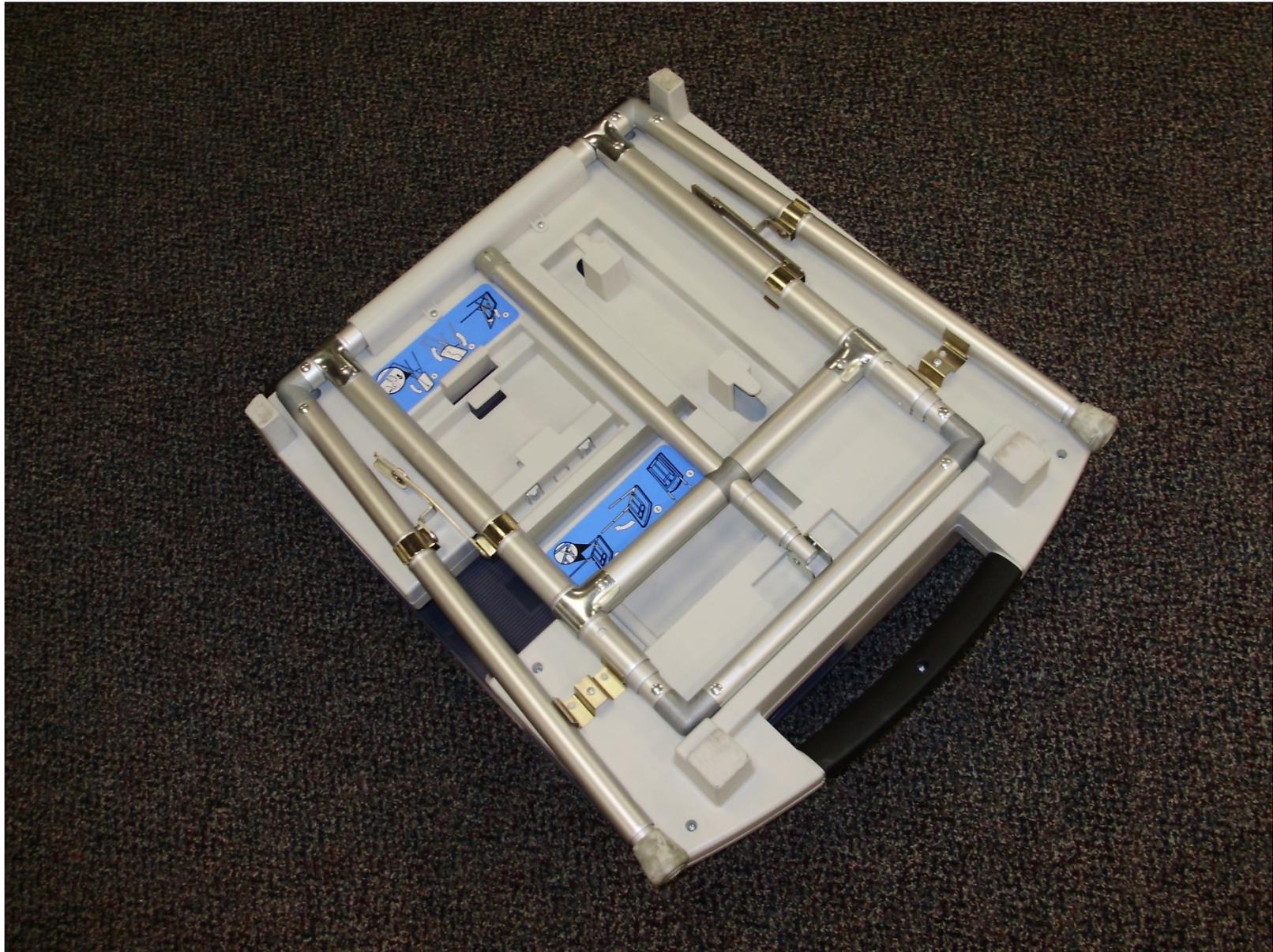




Pinal County Elections

Touch Screen

Opening the Polls

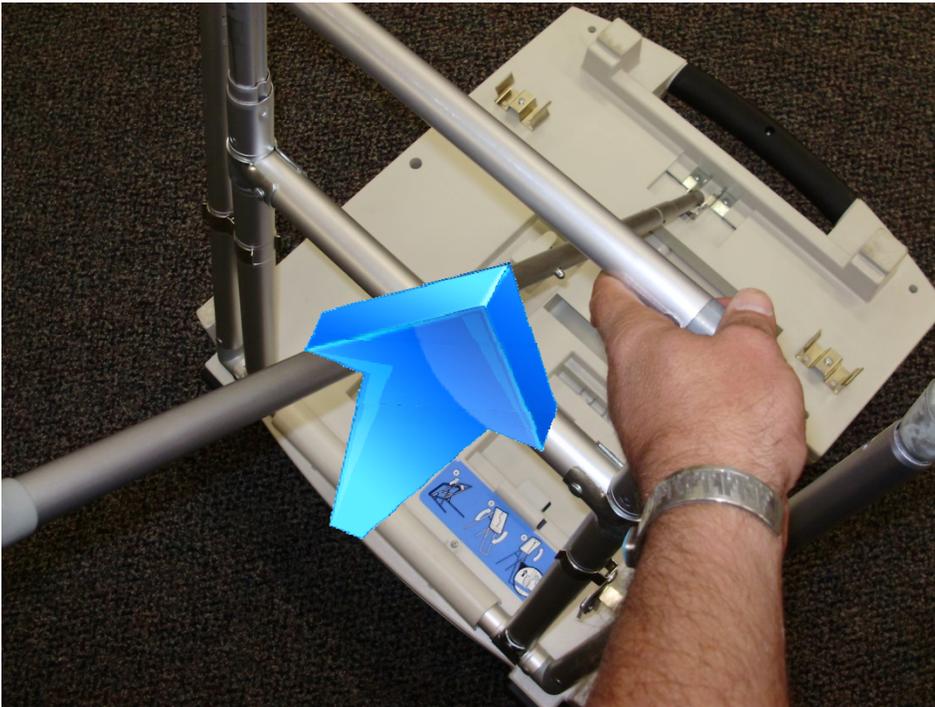


1. Lay the touch screen face down on the floor

2. Gripping the black handle, pull the support bar away from the base



3. Pull the inside legs all the way up until they click into place. (You will hear 2 clicks)



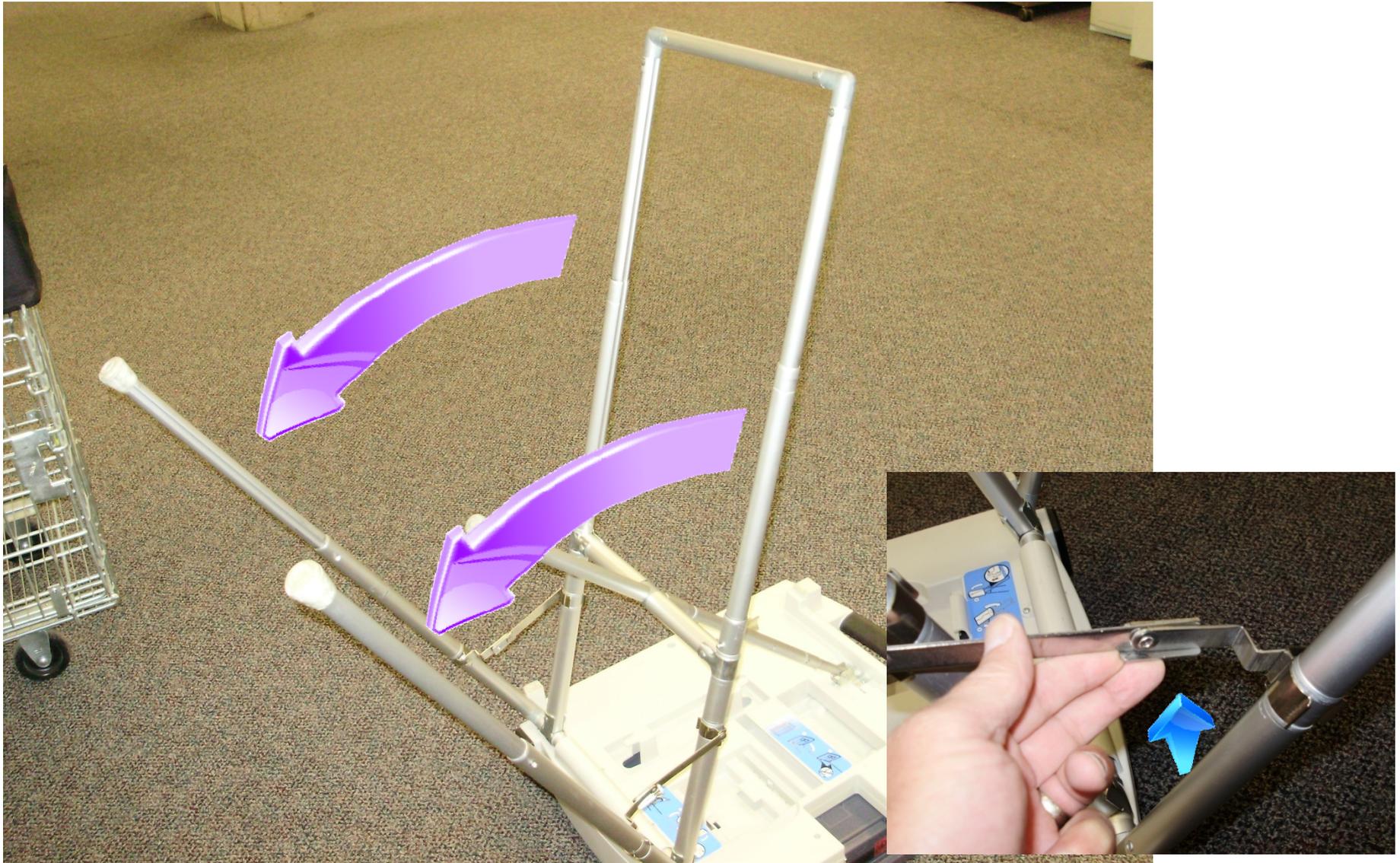
4. Check to make sure you see 4 safety pins snap into place



5. Grip the outside legs and pull them up until the safety pin on each leg locks into place.



6. Pull the outside legs away from the base making sure the bracket is fully extended and locked.



7. Carefully stand the unit upright (this is best done with 2 people).



8. To adjust the angle, lift up on the handle while pressing the safety pin on the support bar.



Make sure that the pin is locked into place.

9. Open the covers to expose the Touch Screen tablet



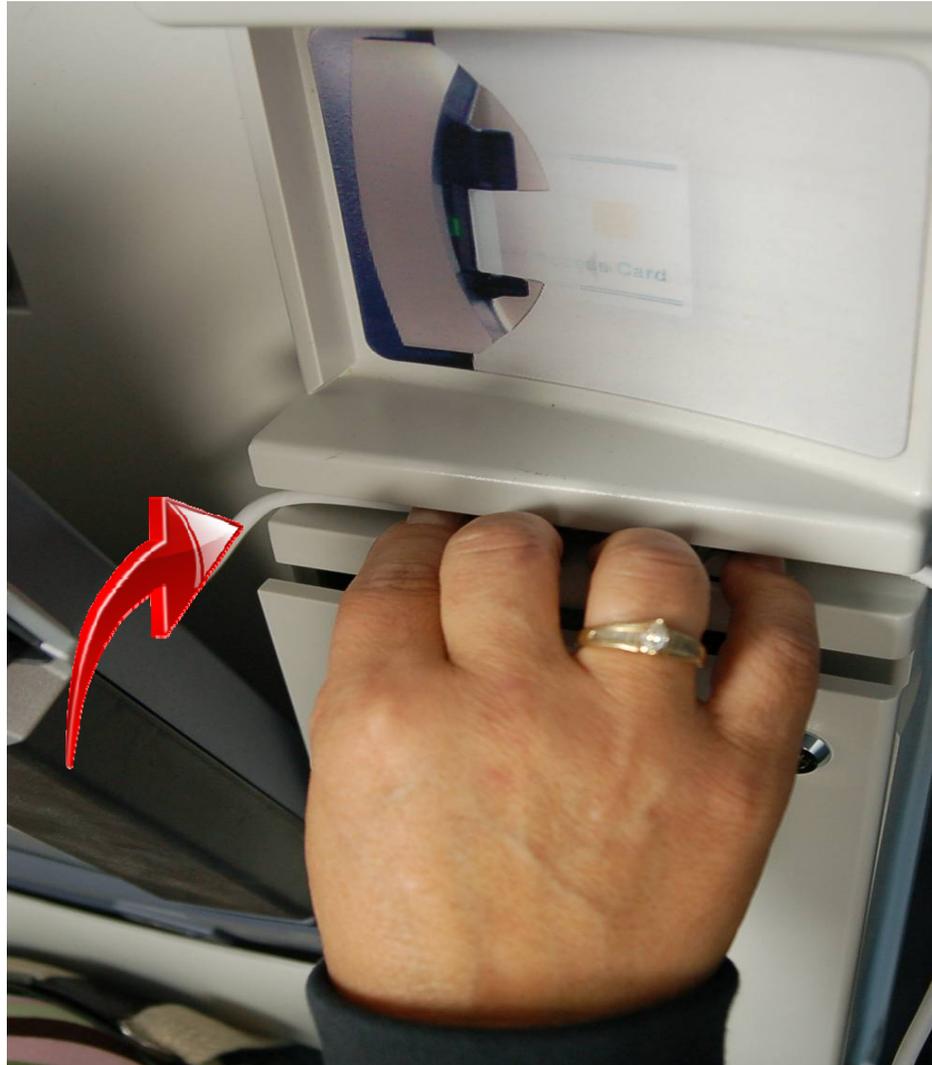
10. To set up the keypad unit, press the black button on the top of the tablet, pull the tablet forward and then pull up in order to fully remove the tablet.



11. Plug the keypad into the port on the back of the tablet.
Then reset the tablet back into the Touch Screen unit.



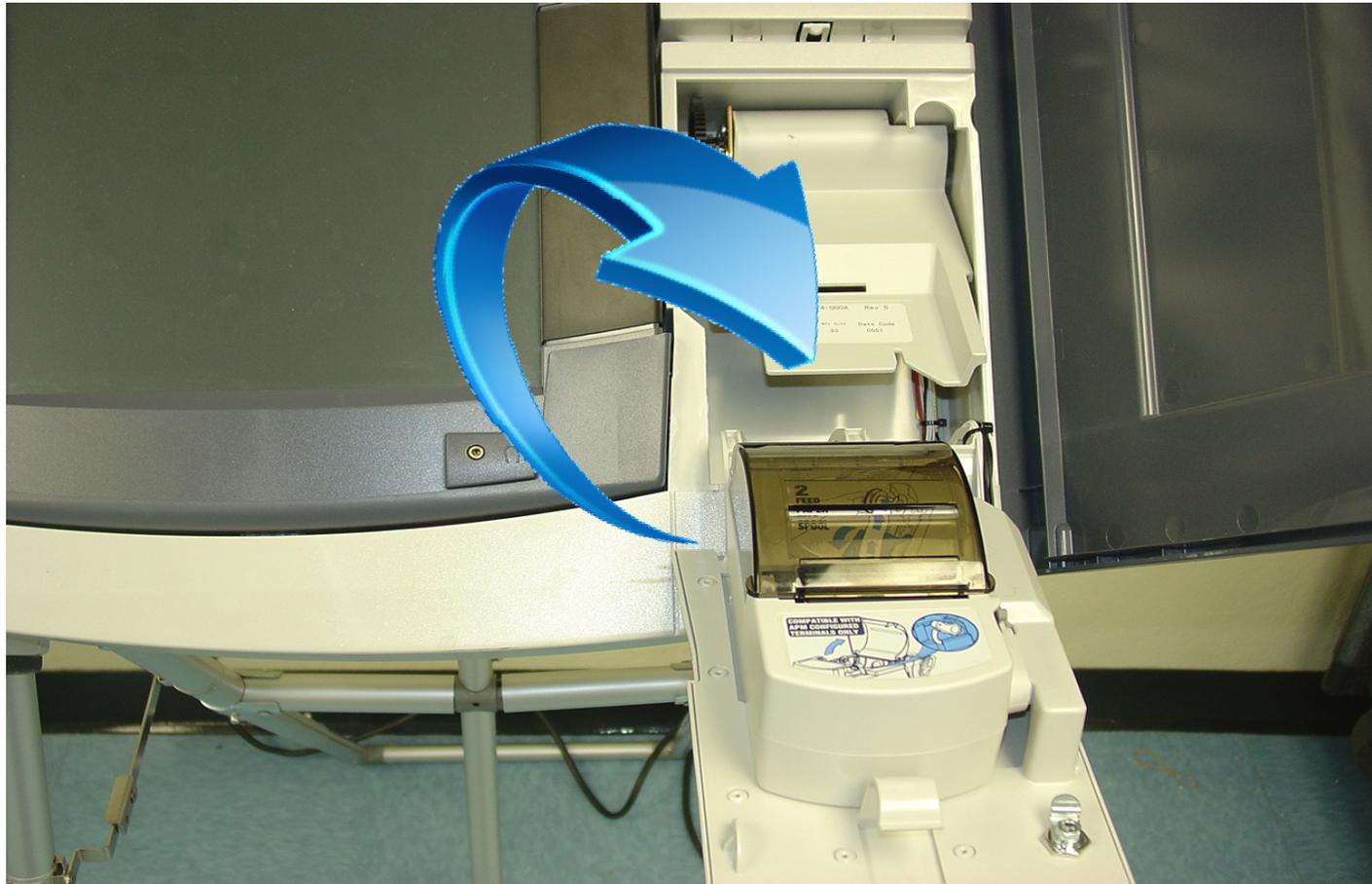
12. Feed the keypad cord through the mounting slot. Make sure the tablet clicks back into place. Set the keypad aside.



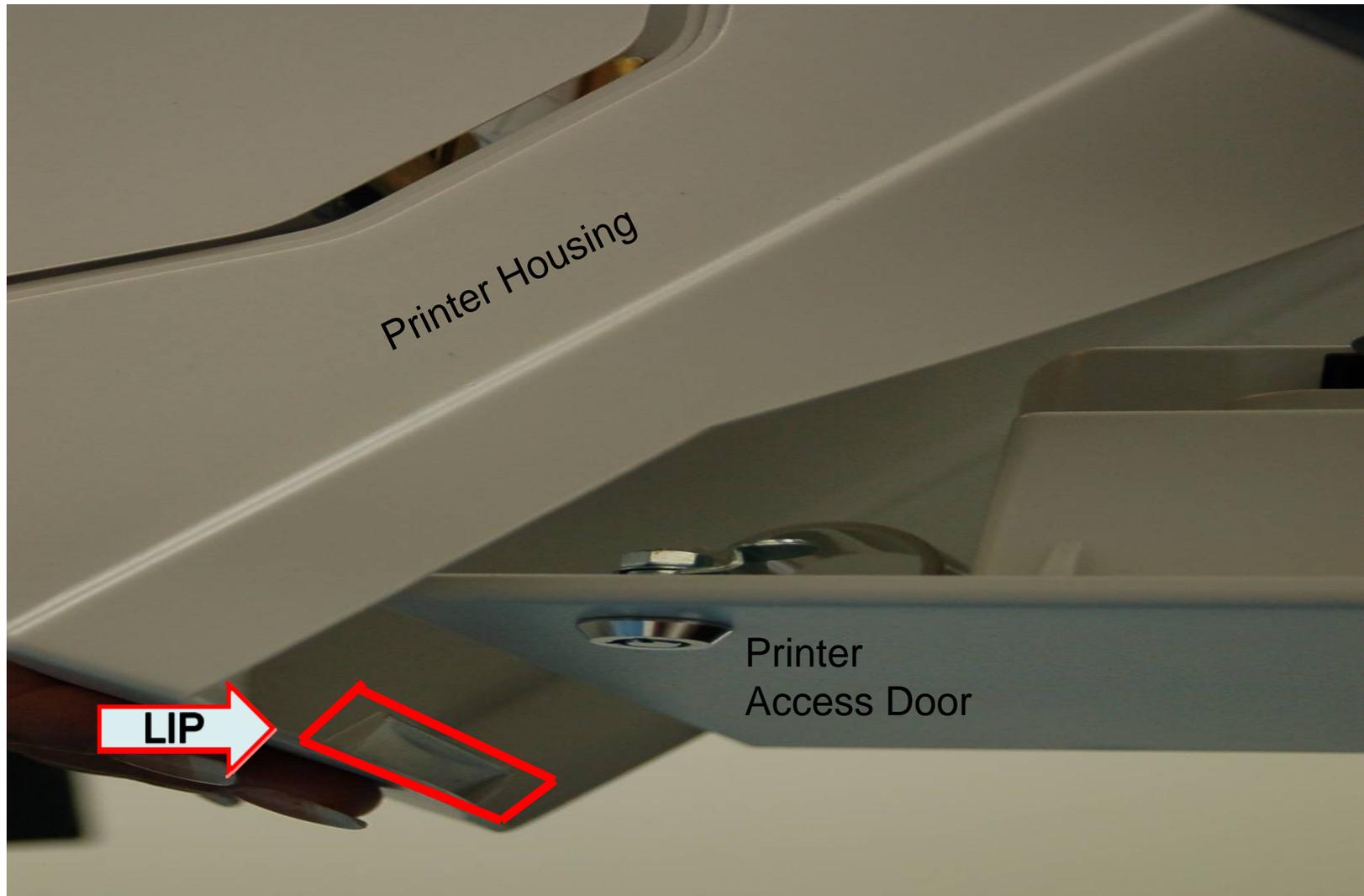
13. Unlock the printer access door.



14. Swing the printer access door down.



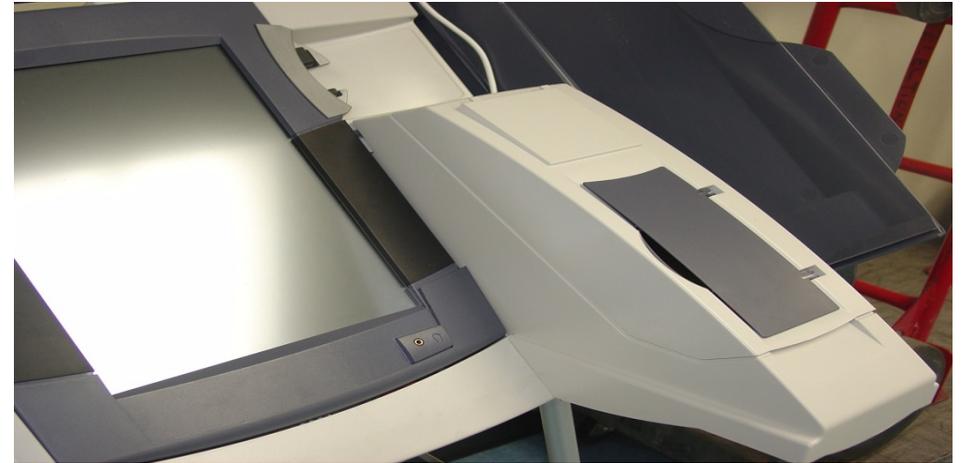
15. To mount the printer housing, align its bottom lip UNDER the printer access door.



16. Slide printer housing onto printer door until corners meet.



a. Raise the housing up and pivot towards the machine



b. Printer cover securely seated



c. No open GAPS underneath

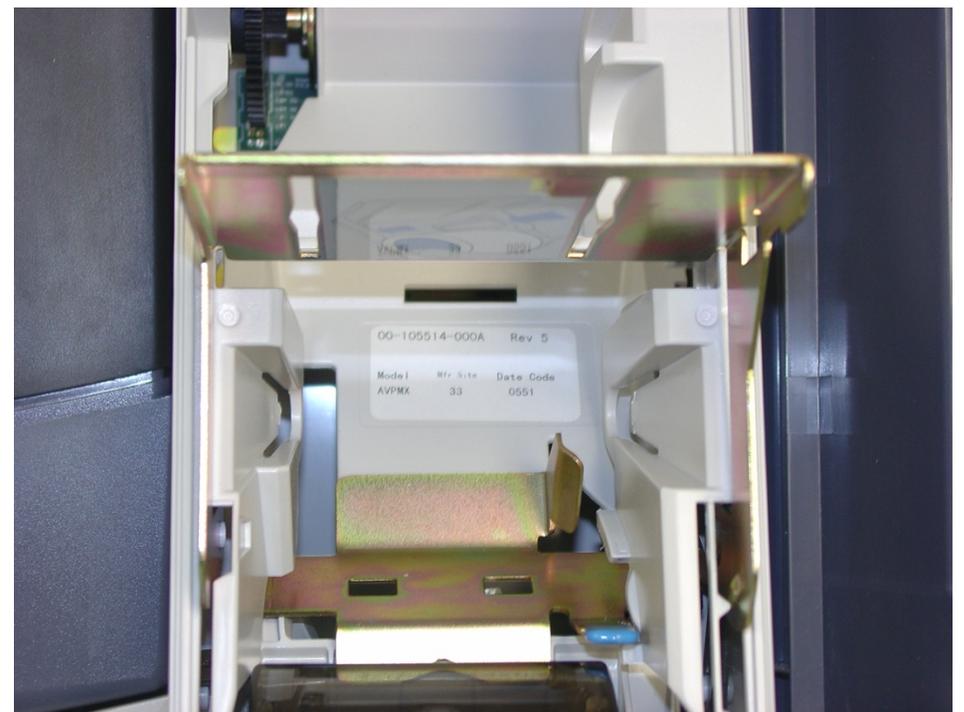
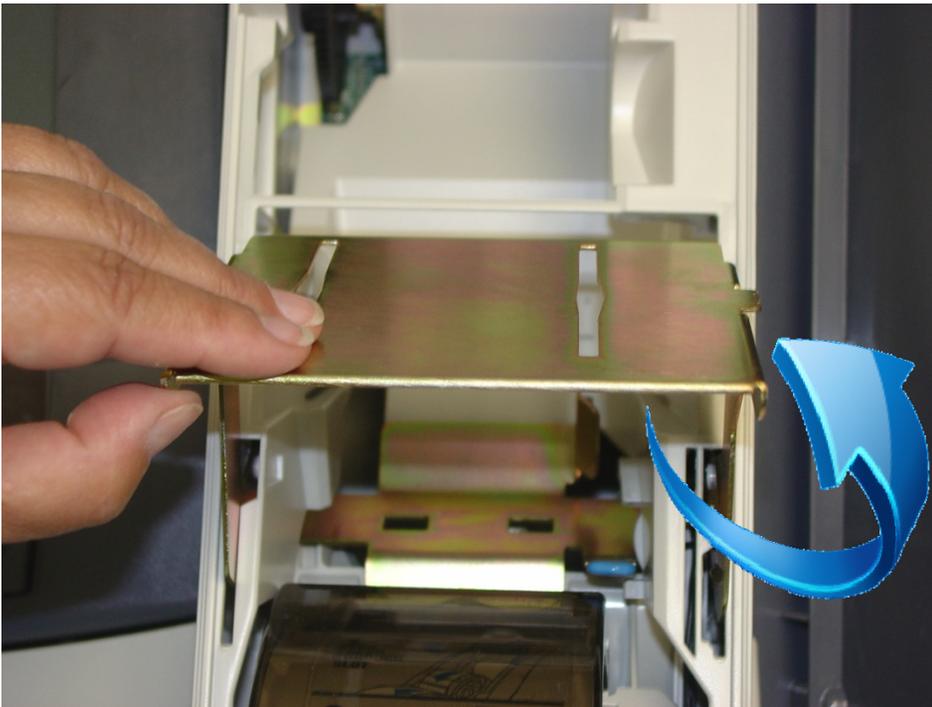
17. Swing the printer housing cover up.



18. Press firmly on the latch at the top edge of the printer housing to secure it to the voting terminal. It will snap into place.



19. Raise the metal signature plate.

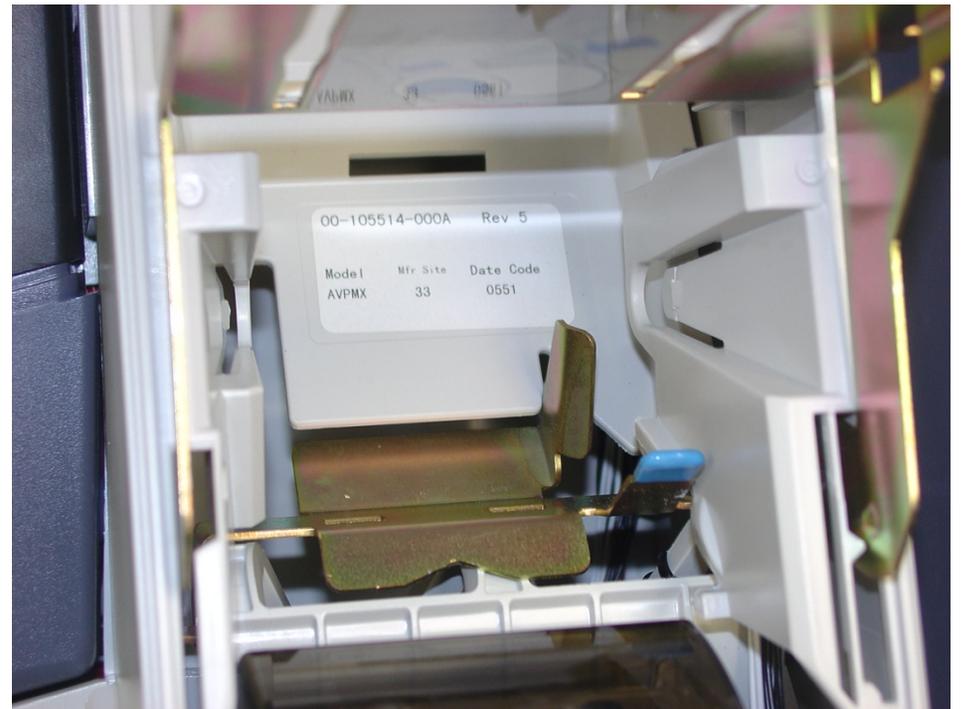


Fully open ↑

20. To secure the Printer Housing, push the Locking Bracket back away from you.

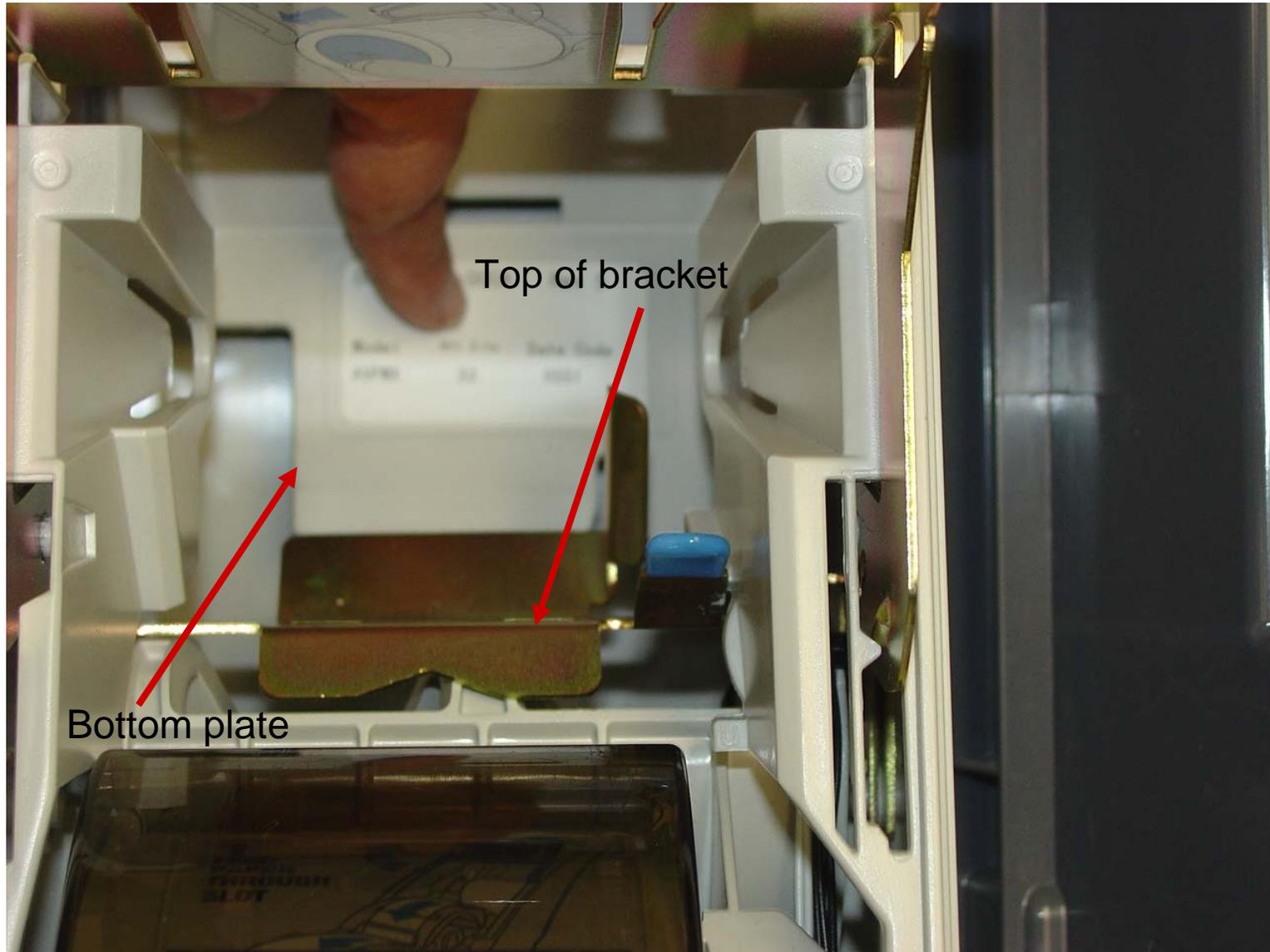


Unlocked position

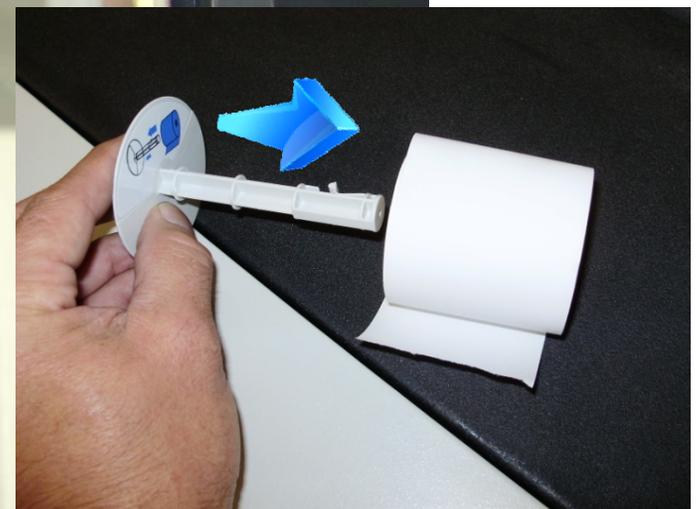
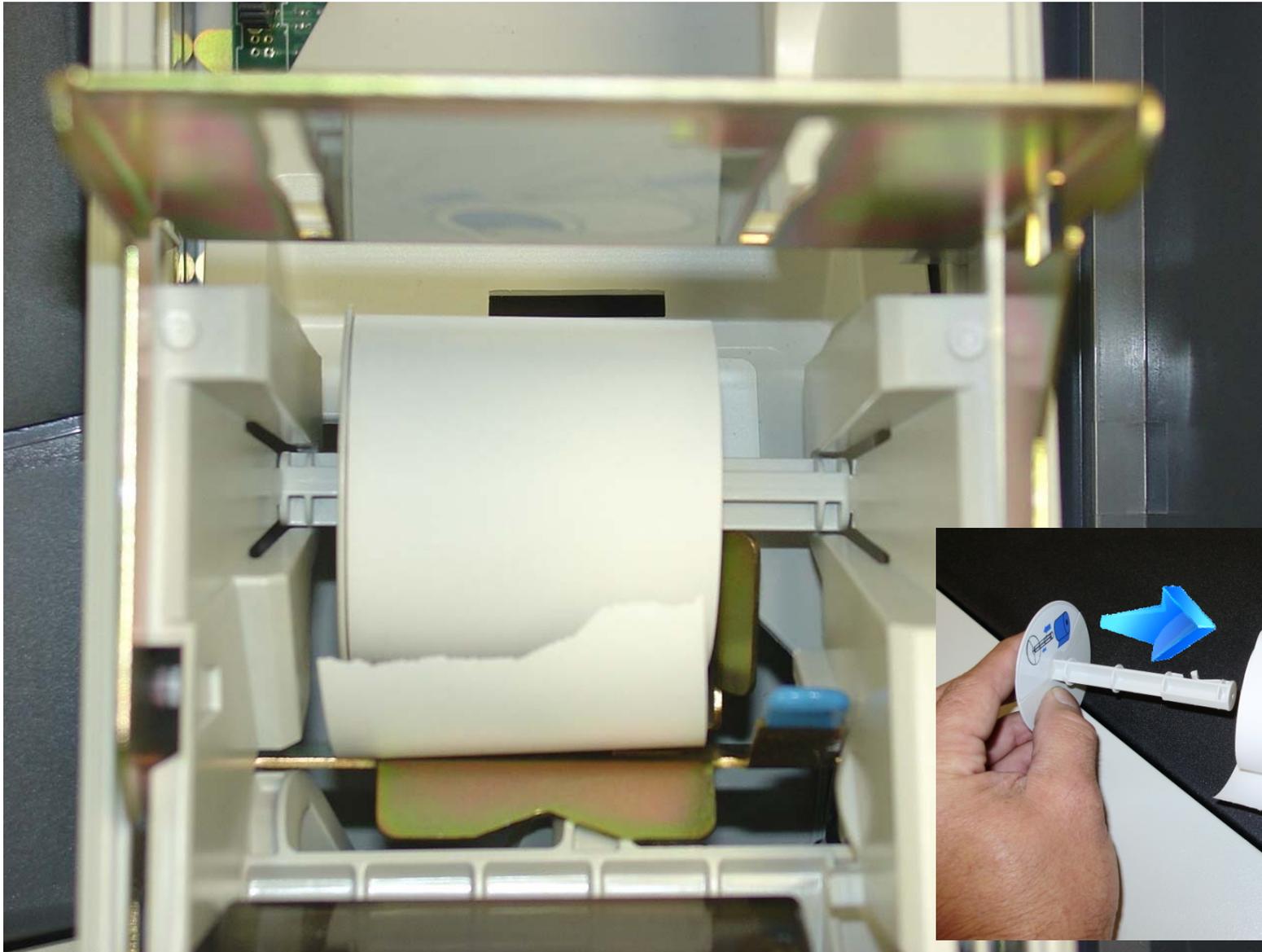


Locked position

21. Check to make sure the plastic bottom plate is not on top of the metal bracket – it should easily push down.



22. Load the paper into the housing with the spool on the left side of the roll and the paper feeding from the bottom.



23. Push the paper cover release down and raise the smoky colored paper cover.



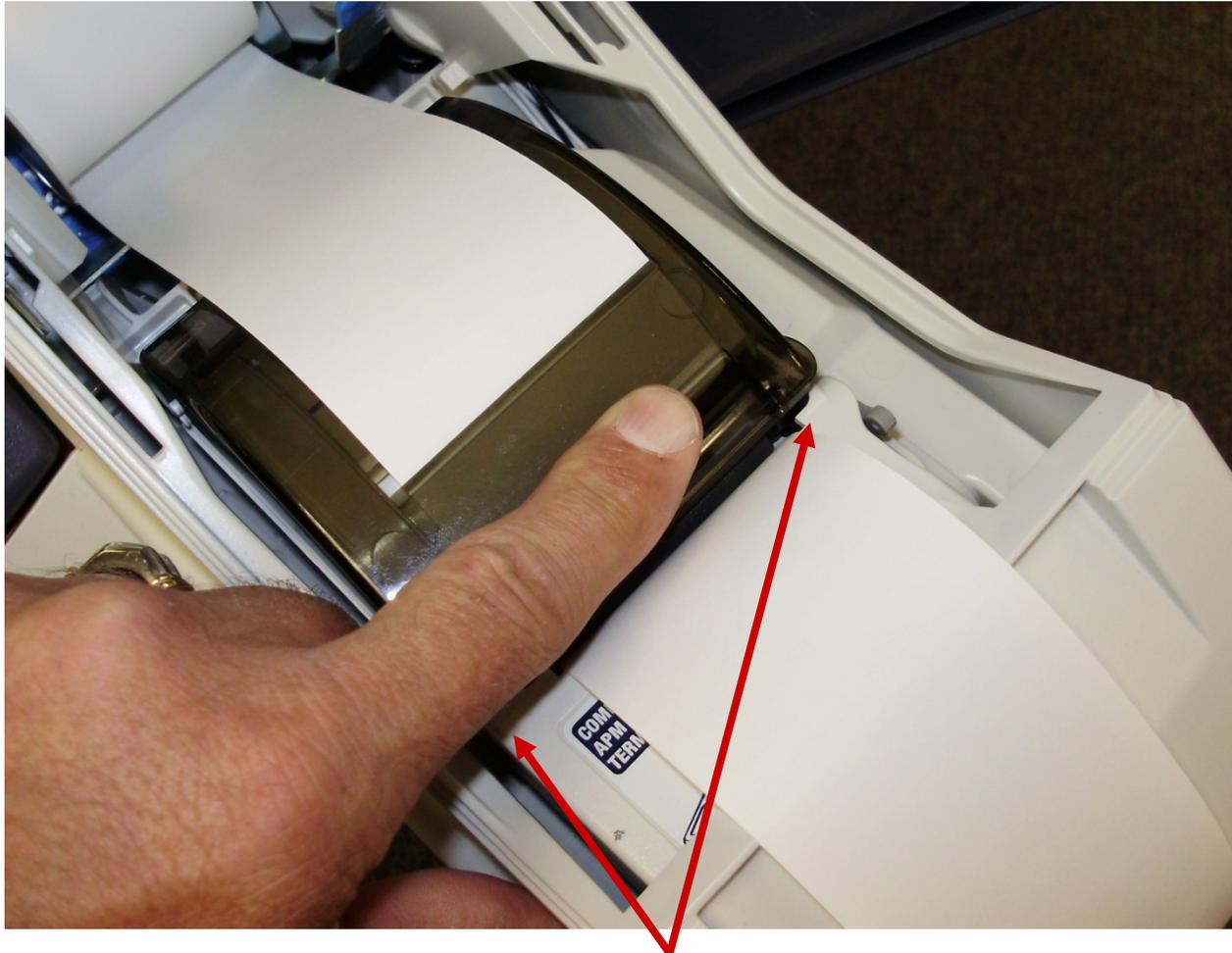
Paper Cover Release



24. Feed the paper through the slot in the paper cover. Allow approximately 24 inches of paper to extend from the roll.

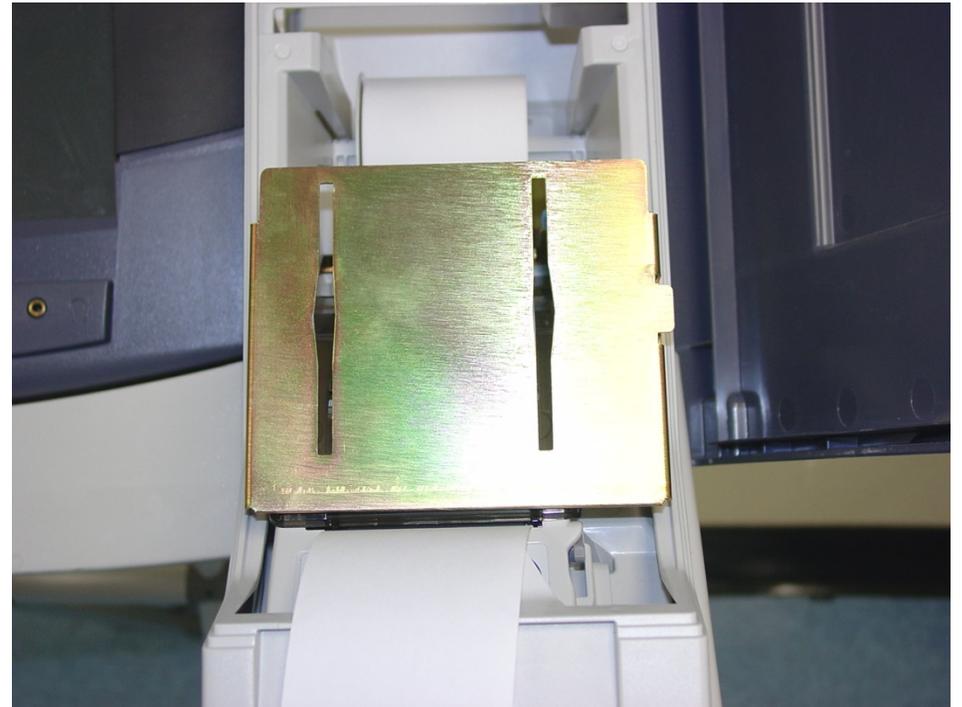
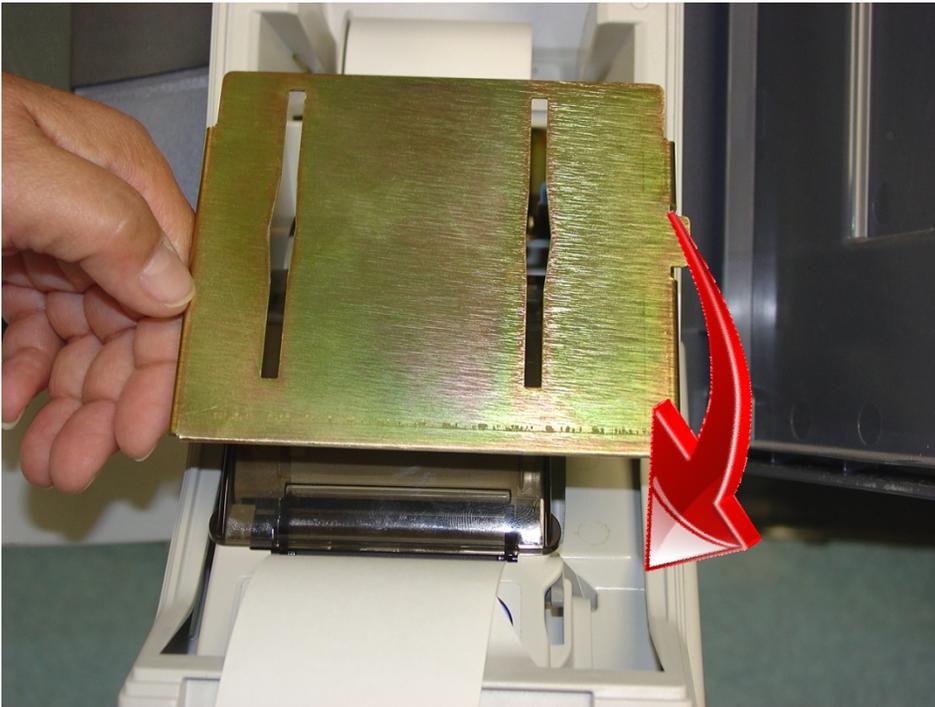


25. Push the paper cover down until it snaps into place.



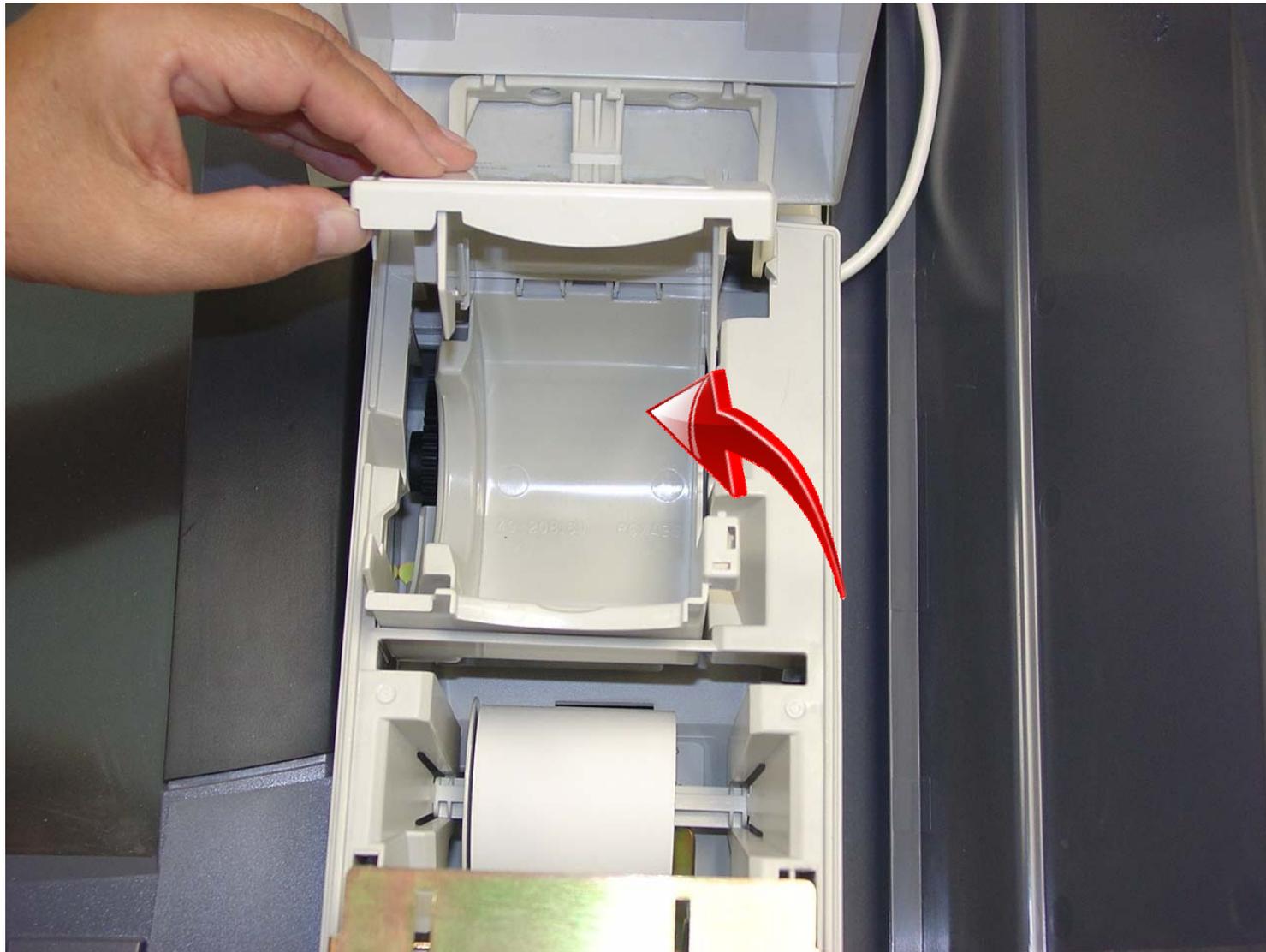
Ensure that both corners have latched (you should hear it click)

26. Lower the metal signature plate.

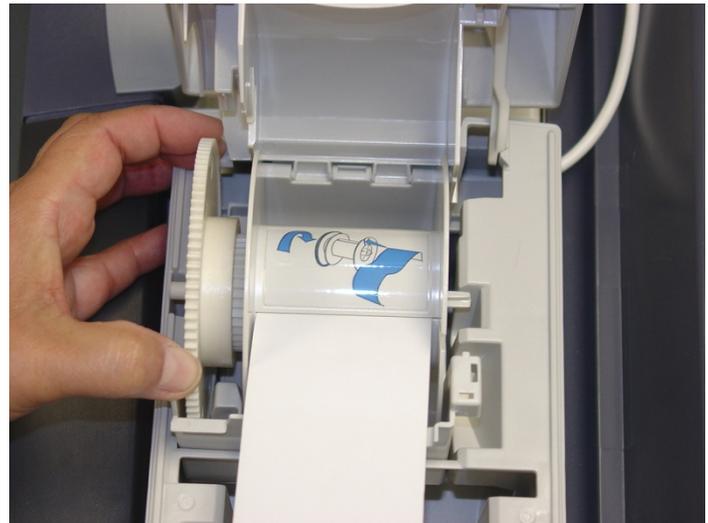


Fully lowered ↑

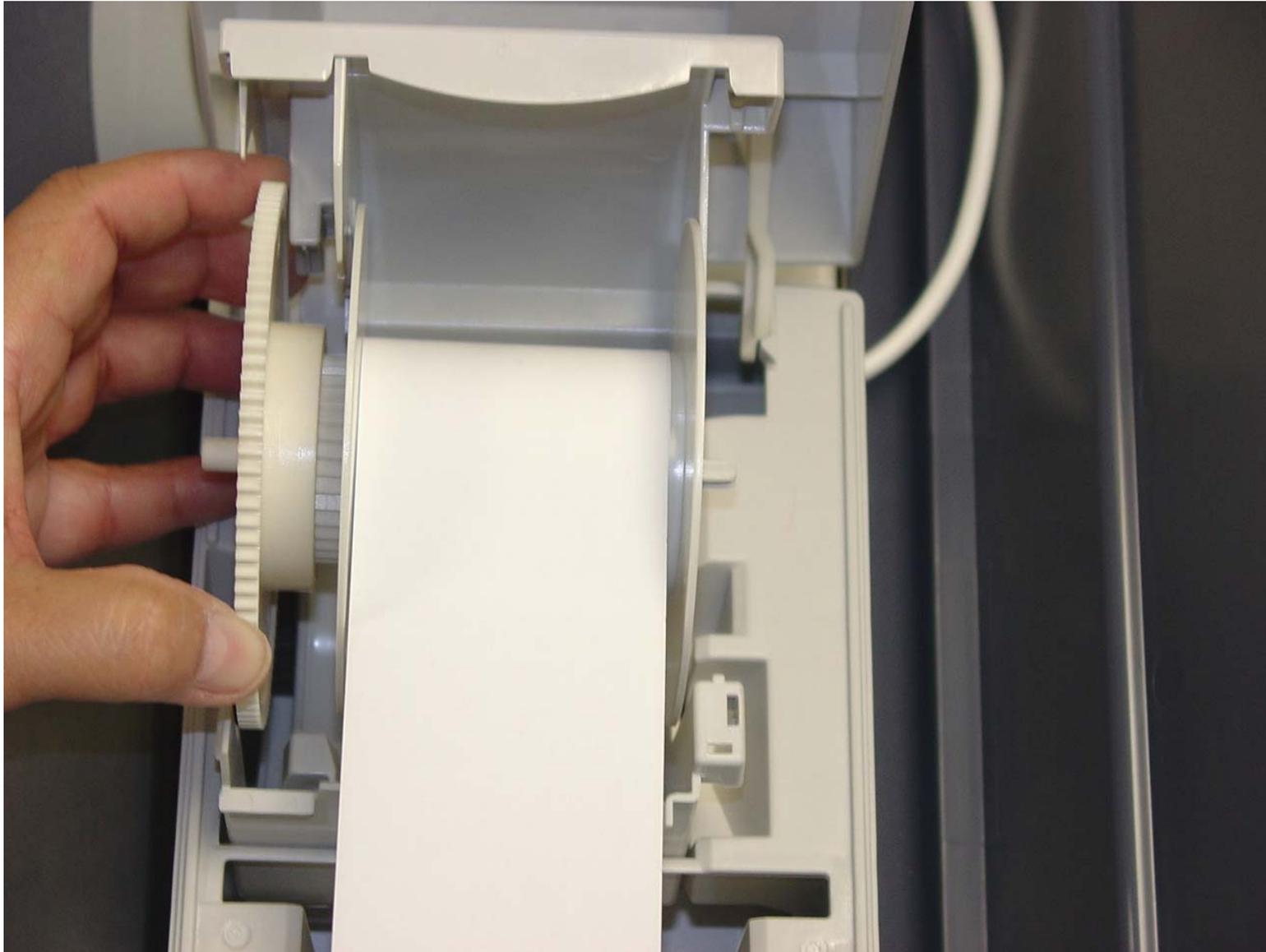
27. Place the empty take-up canister with its lid open, into printer housing.



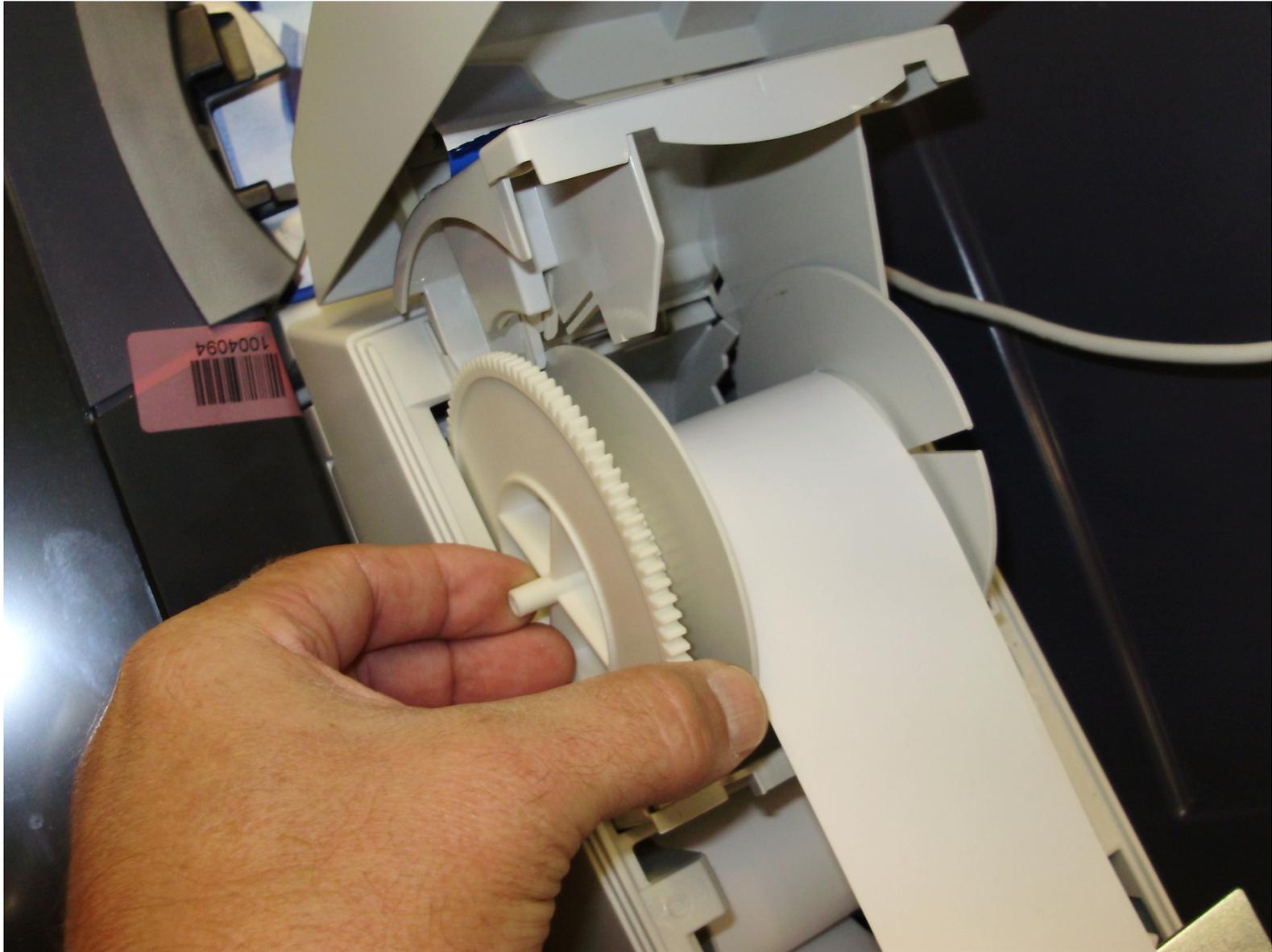
28. Feed the paper into the slot in take-up spool (gears on the left).



29. Wind the excess paper around it.



30. Place the spool into the canister.



31. Close the canister lid and pinch the edge (lower corners) as shown to snap it shut.



32. Plug in the unit (right side). Make sure the plug is all the way in. (Note: Unit must be plugged into an outlet or power strip that is plugged into an outlet. If a power strip is used the switch must be in the “ON” position.)

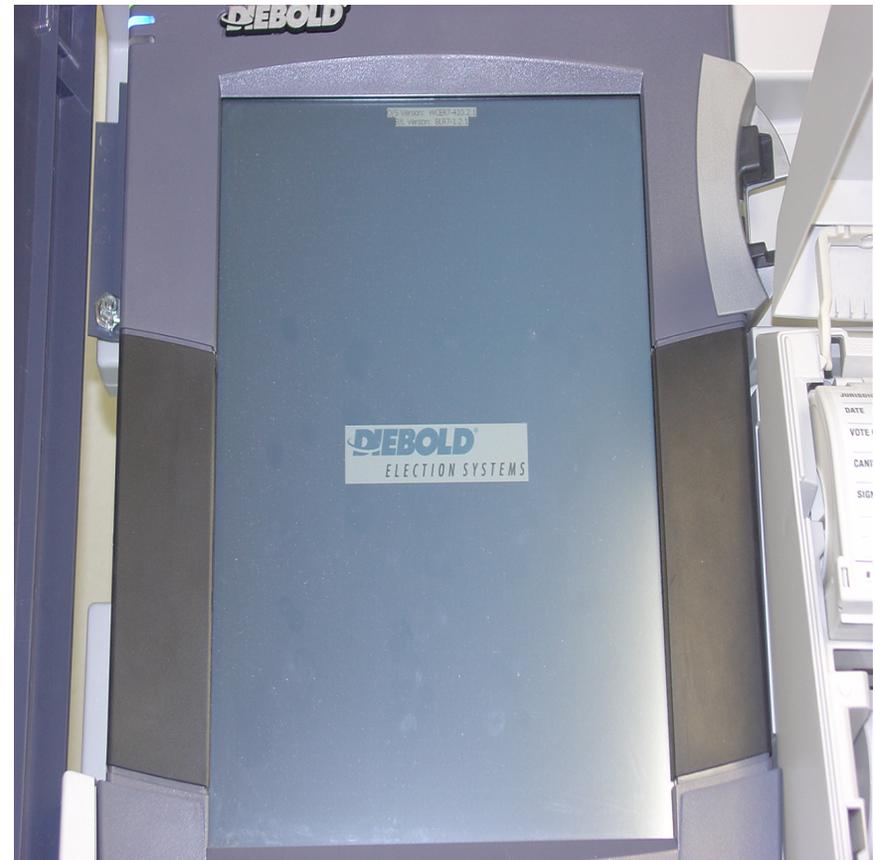


33. Unlock the upper left side door by turning the key from 12 o'clock to 3 o'clock.

Use black barrel key



Press the red power button once



The screen display will come on

34. The viewing screen will run through several evolutions and then stop on the Test Printer screen.

DIEROLD

AVPM Printer Notification

Install Printer Hardware

 BEFORE PROCEEDING, PLEASE INSTALL AND TEST THE PRINTER AS DESCRIBED IN THE POLLWORKER DOCUMENTATION. WHEN YOU HAVE FINISHED, TOUCH THE OK BUTTON TO CONTINUE.

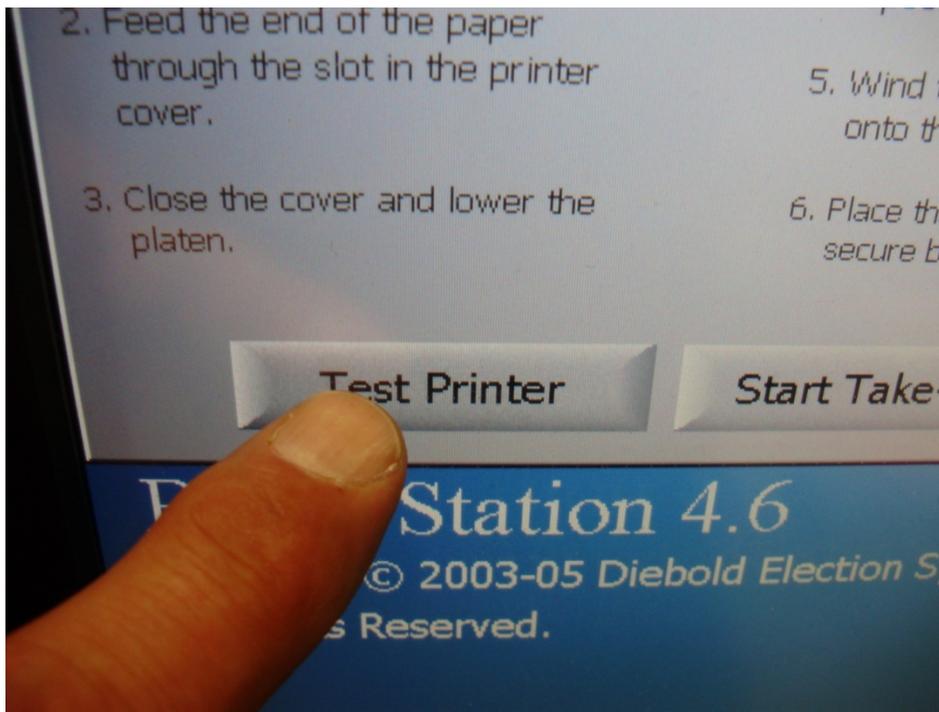
Refer to the instructions below for loading and testing the printer.

		
1. Lift the platen and printer cover to install the paper roll.	4. Insert the free end of the paper into the slot in the take-up spool as shown.	7. Test the printer by pressing the "Test Printer" button below.
2. Feed the end of the paper through the slot in the printer cover.	5. Wind the paper several turns onto the take-up spool.	8. Run the take-up motor to take up any slack in the paper.
3. Close the cover and lower the platen.	6. Place the take-up spool into the secure ballot canister.	9. Press OK to continue, or Cancel to exit to the menu.

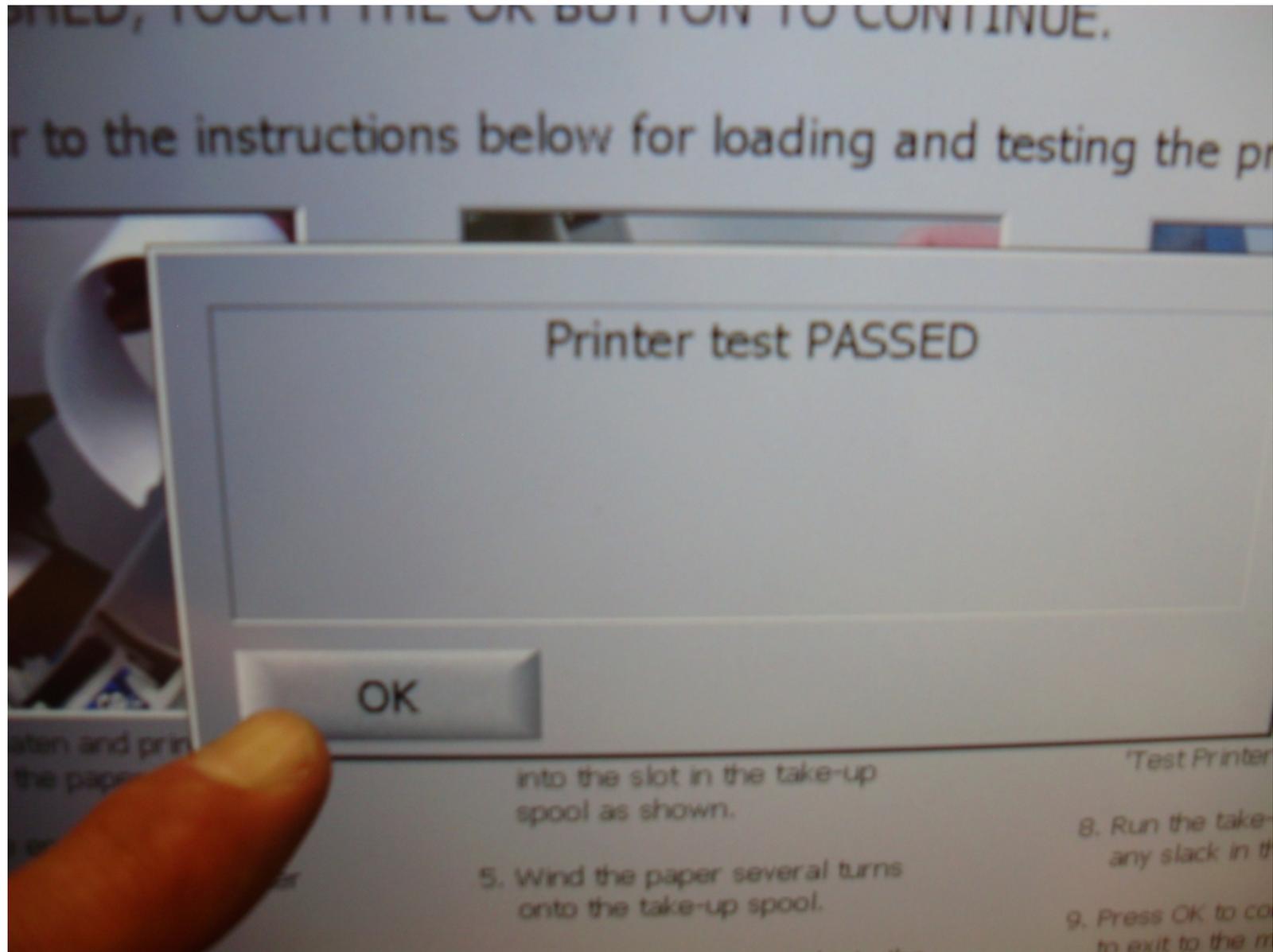
Test Printer **Start Take-Up** **OK** **Cancel**

Ballot Station 4.6

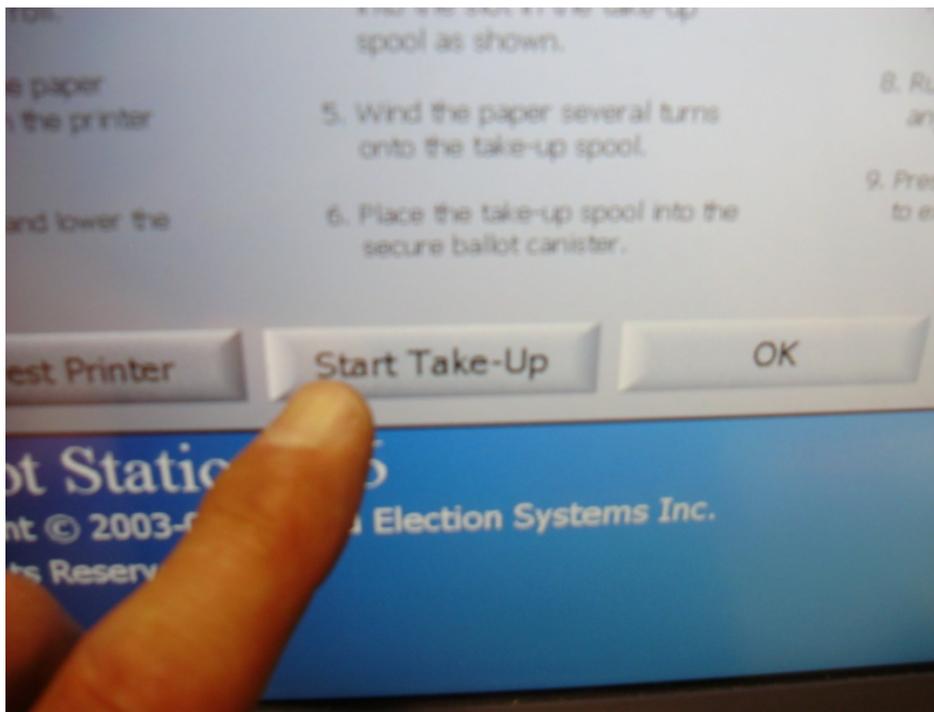
35. On the screen, press the Test Printer button and wait for the printer to complete its test.



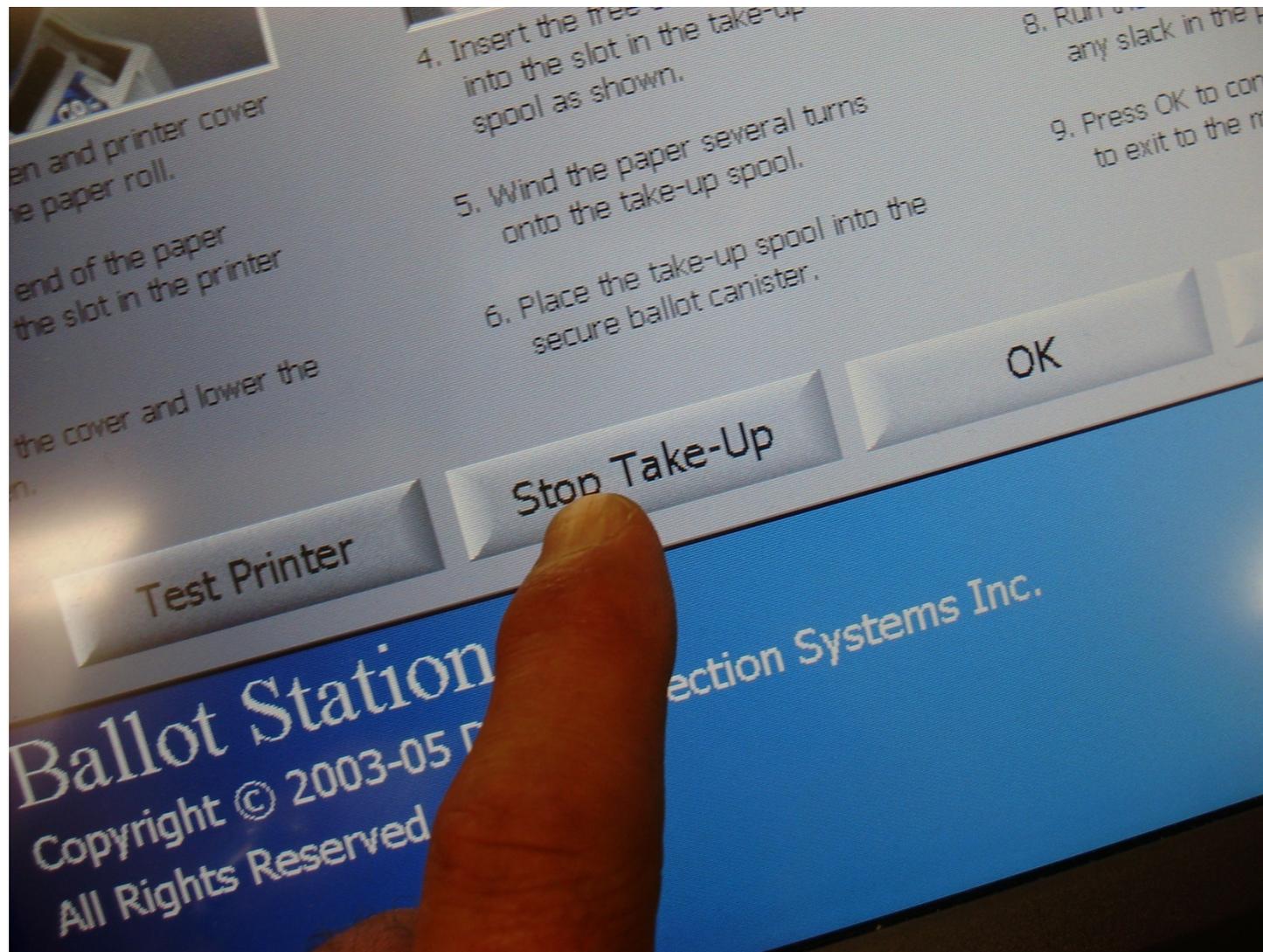
36. Press OK on the Printer Test Passed window.



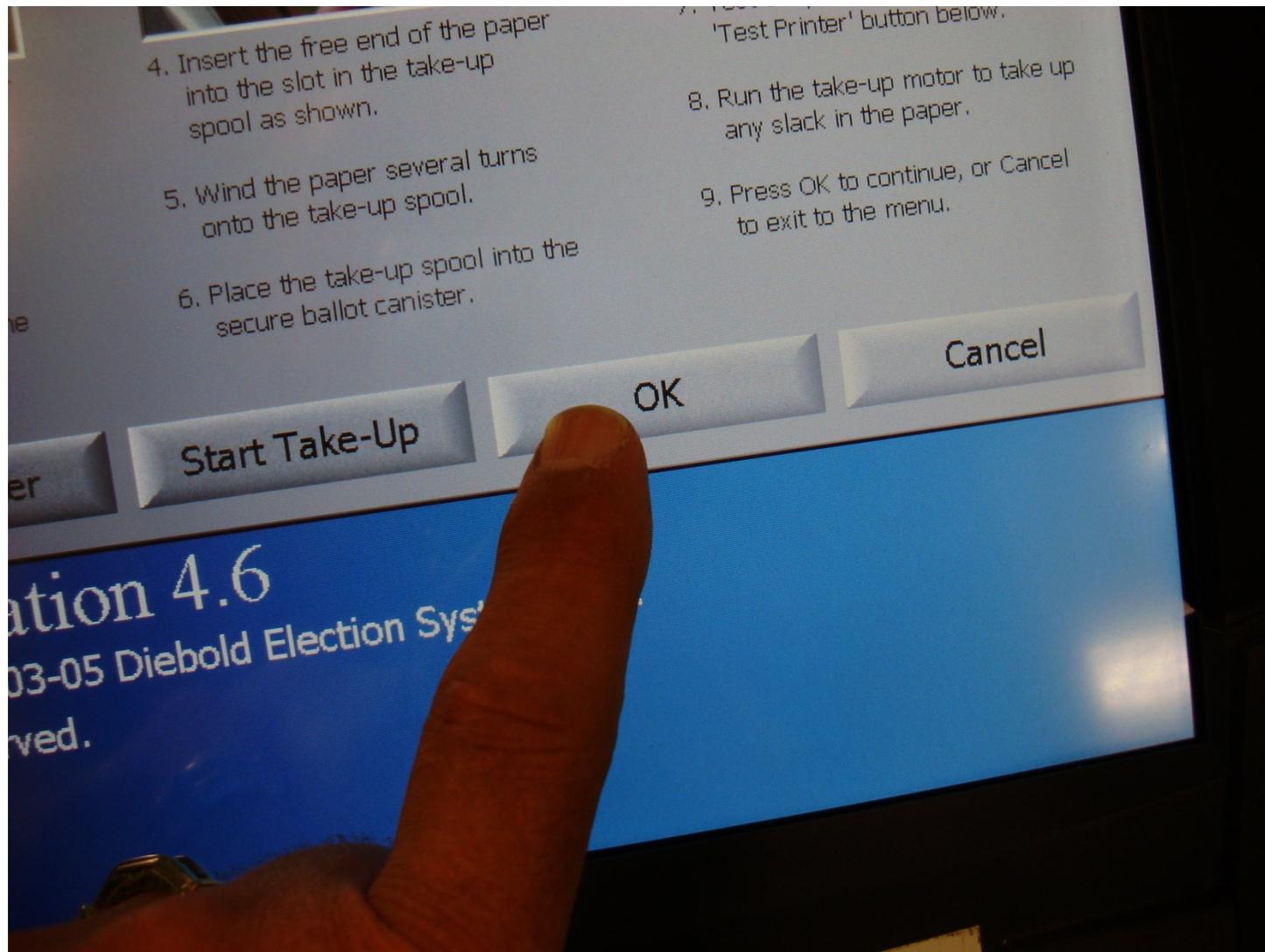
37. Press the Start Take-Up button and wait for the printer to complete process.



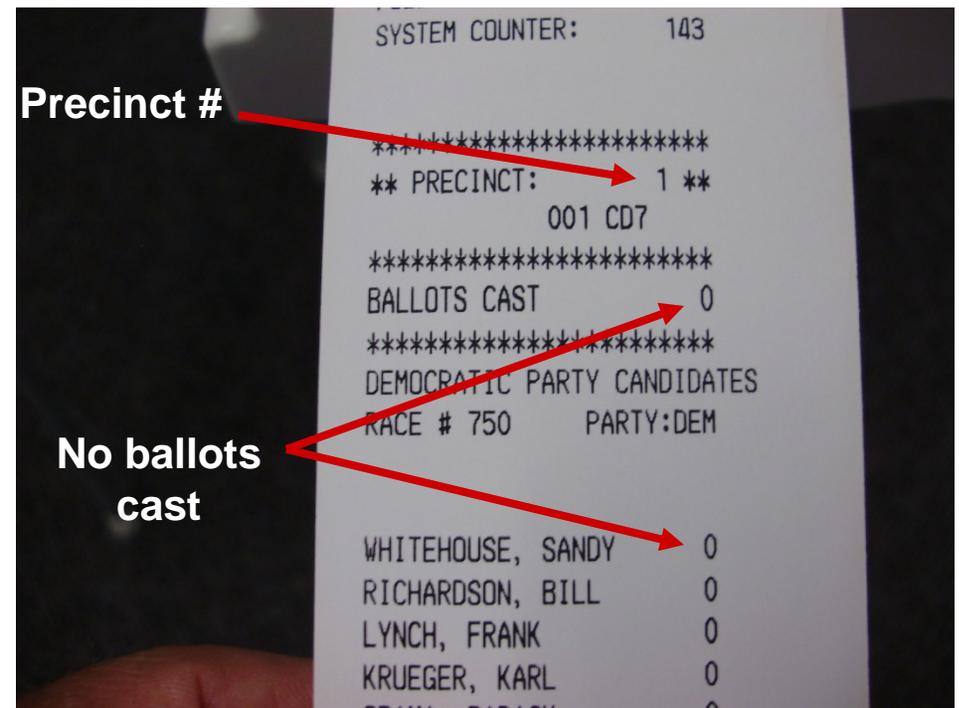
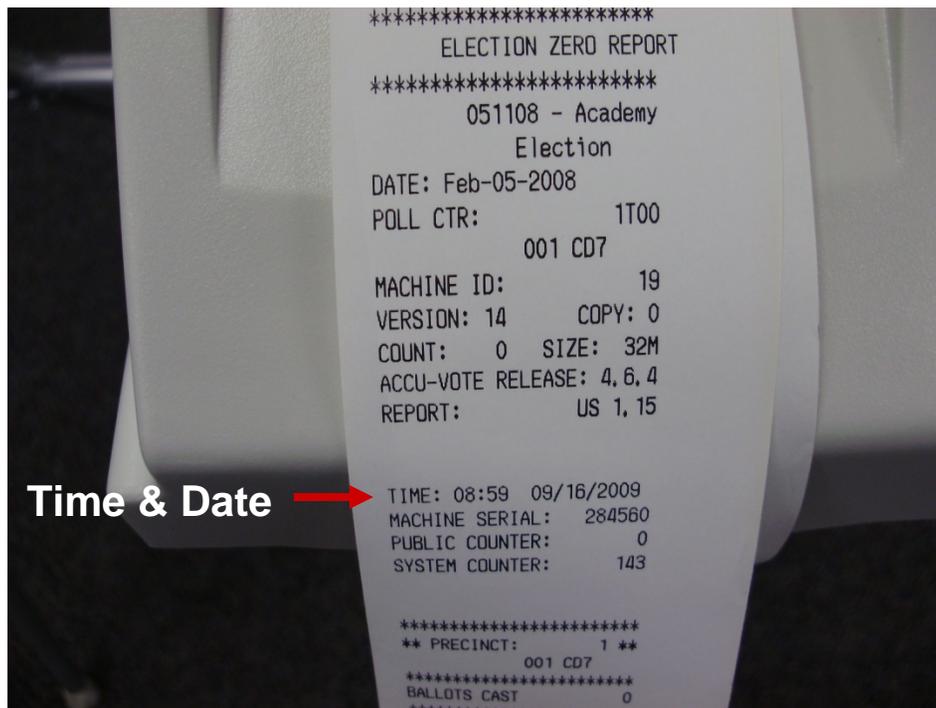
38. After the printer has taken up the slack on the tape, hit the Stop Take-Up button.



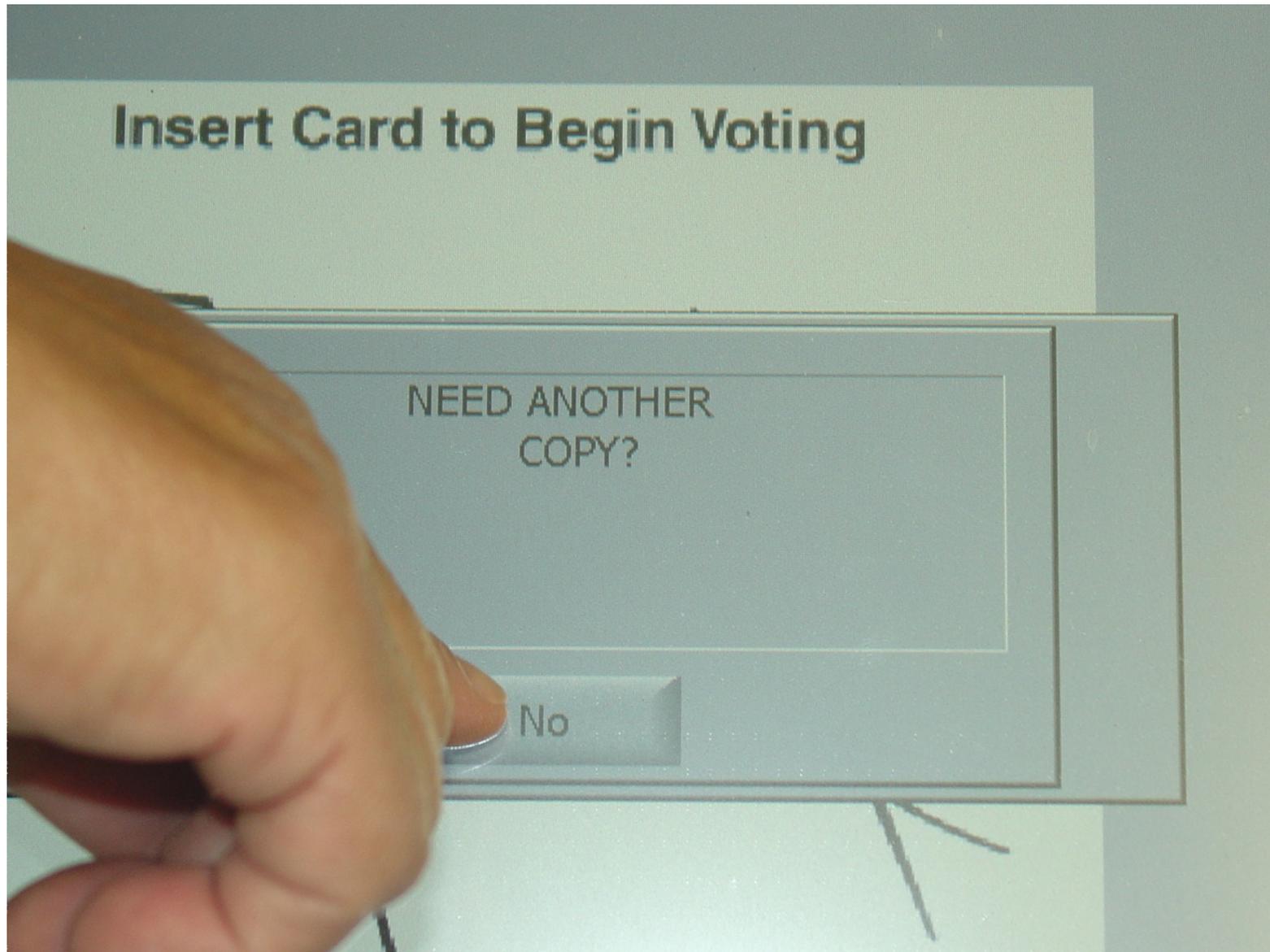
39. Press OK on the screen.



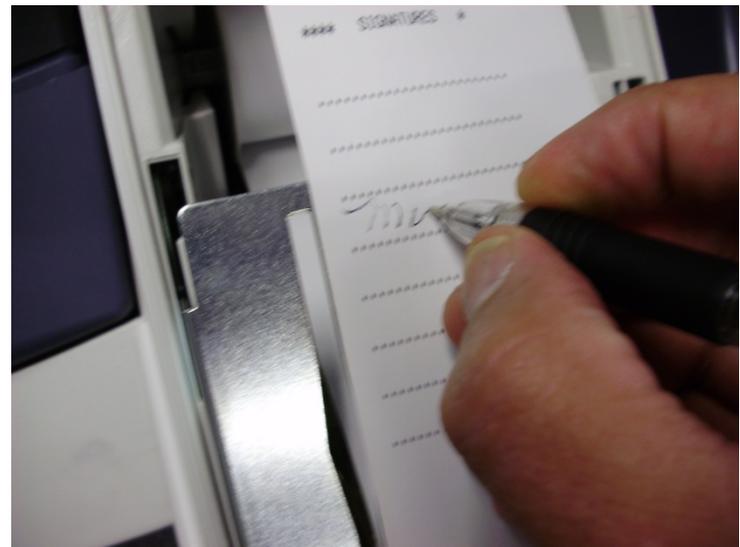
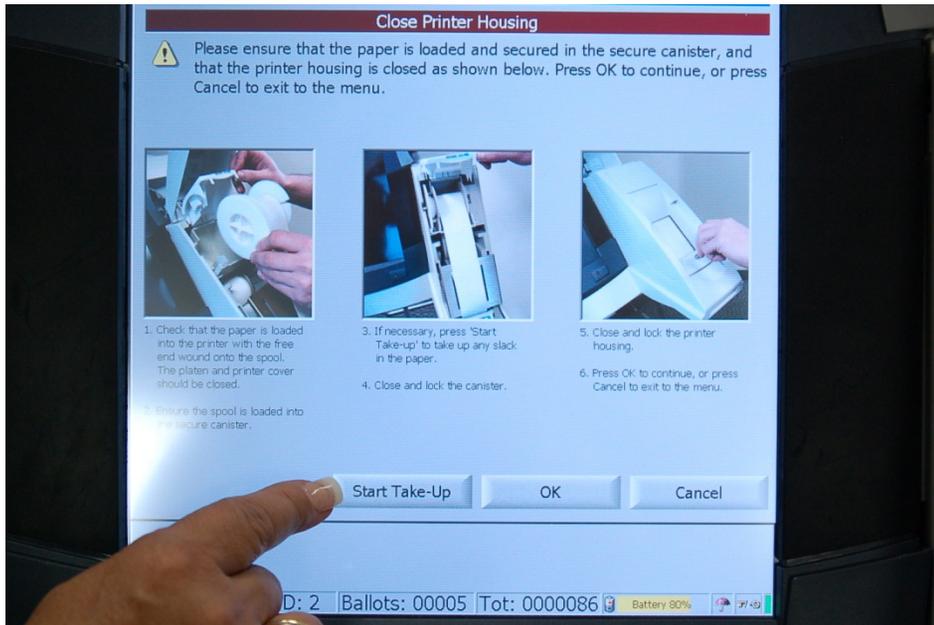
40. The Zero Report will print. Check the Zero Report against ballots and ensure that no votes have been cast.



41. Need Another Copy?, press NO.

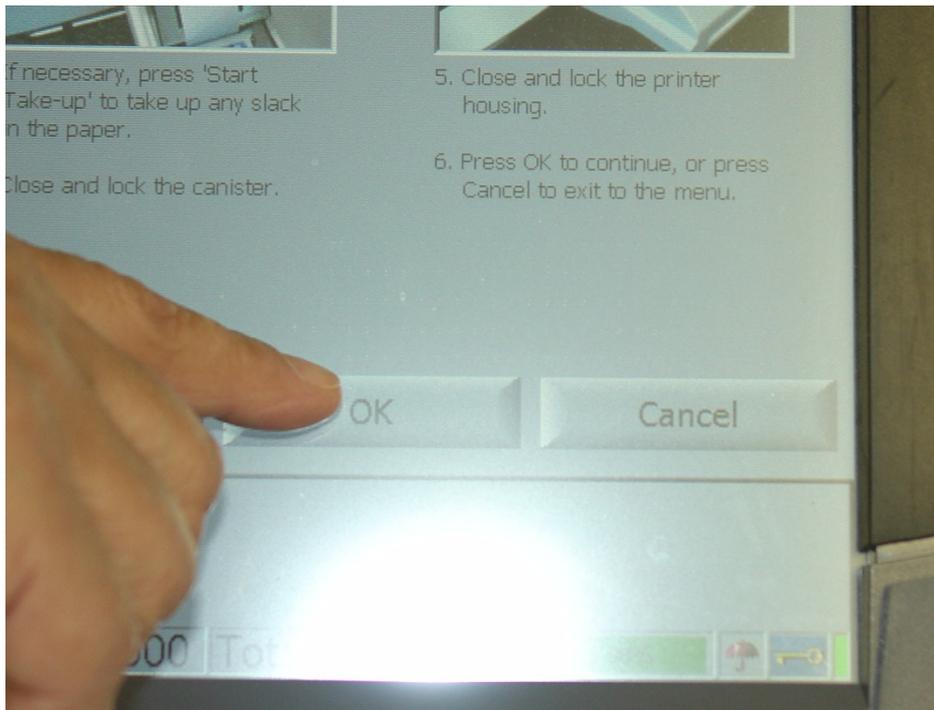


42. Press the Start Take-Up button. The Inspector & 2 Judges MUST sign the Zero Report.

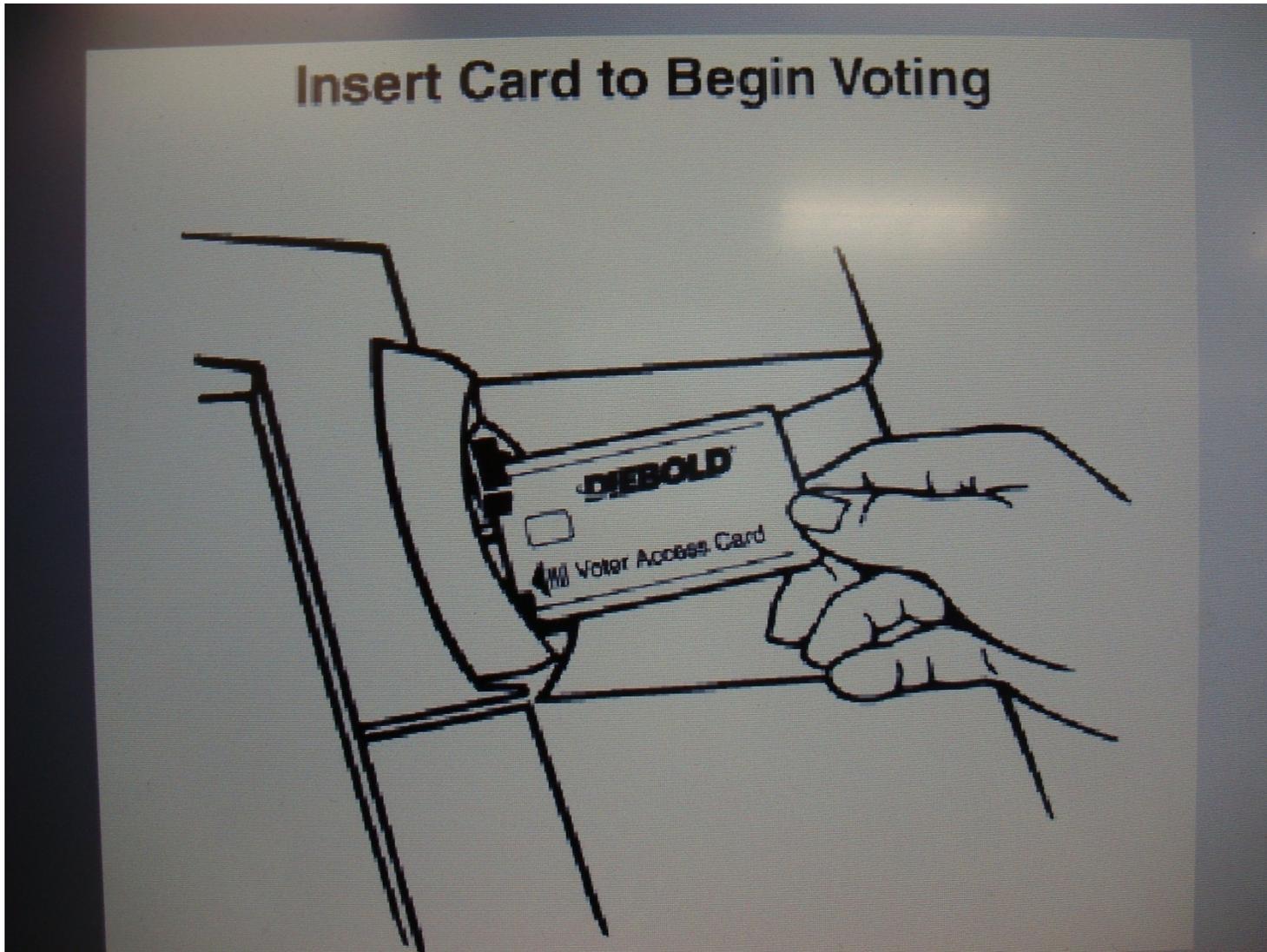


(If directed by the Inspector, other board members will sign the Zero Report also.) ⇒

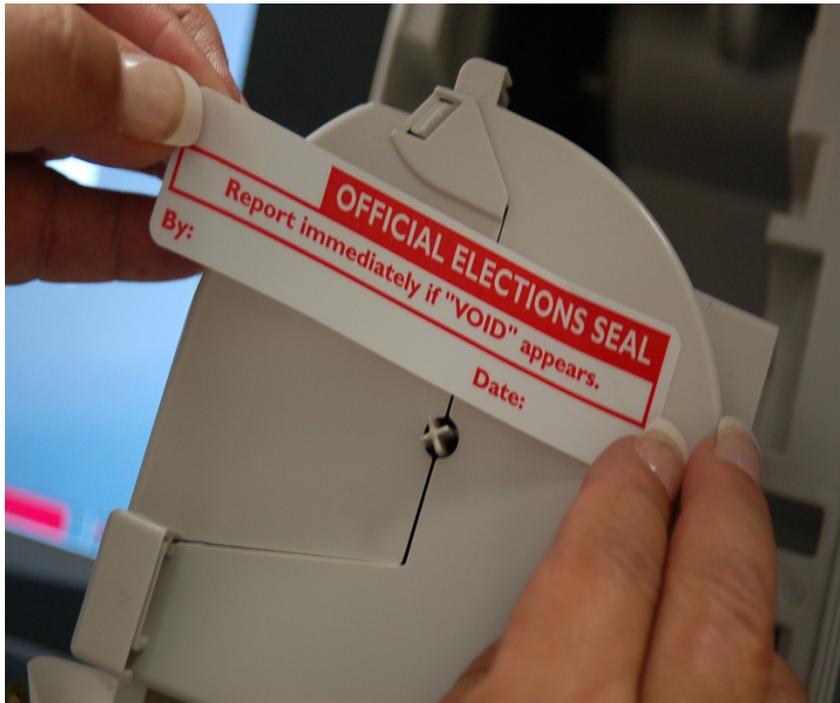
43. Press the OK button and wait for printer to complete its process. Ensure the paper is taut with no slack.



44. The TSX will display this screen.



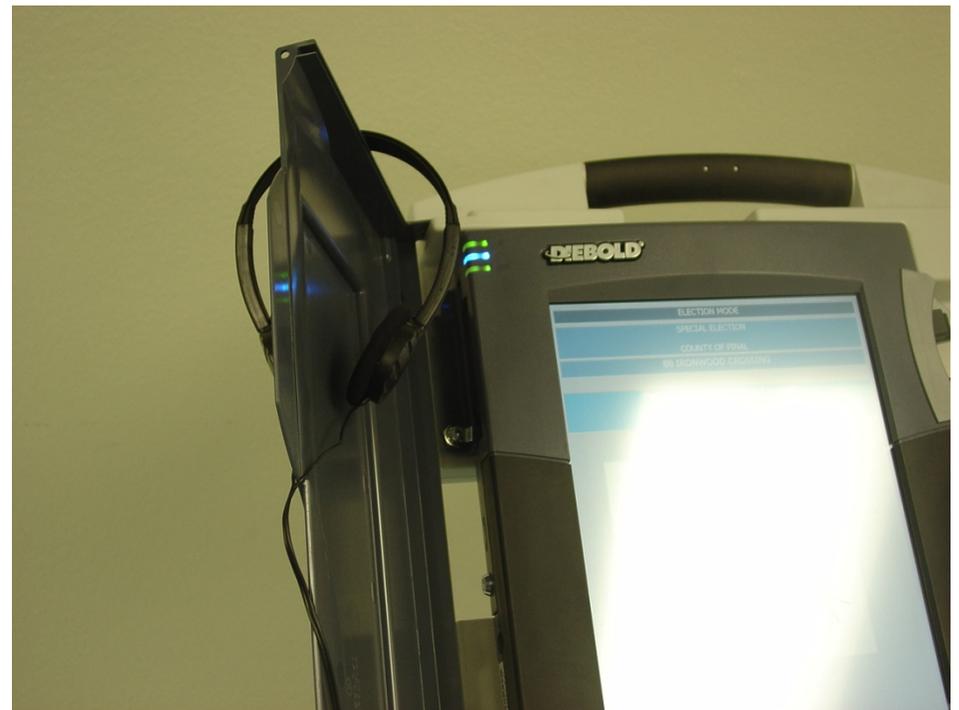
45. Raise the canister and affix the security seal to the side of the canister. The Inspector should sign and date it. Place the canister back into position.



46. Close the printer module lid and lock it with the key.
The printer is now ready.



47. Plug the headphones into the jack on the front of the tablet. Hang the headphones over the privacy panel.



48. Place the keypad on top of printer housing unit cover.



The keypad should sit flush against the printer cover.

Setup complete! The unit is now ready for voters.

