

HOW ONLINE VOTING WORKS

We will be using a web product called VVoter for the voting portions of this year's meeting. VVoter may be accessed from any browser equipped device, however computers and tablets are preferable to phones. If you access VVoter using the same the same device you use to access the Zoom meeting you may move between the two by pressing Alt+Tab or exiting full screen in the Zoom meeting and viewing both pages at once.

A day or two prior to the meeting all eligible voters will be emailed a link for the voting session and a Login ID. You will use the same link and ID for all voting sessions.

For example:

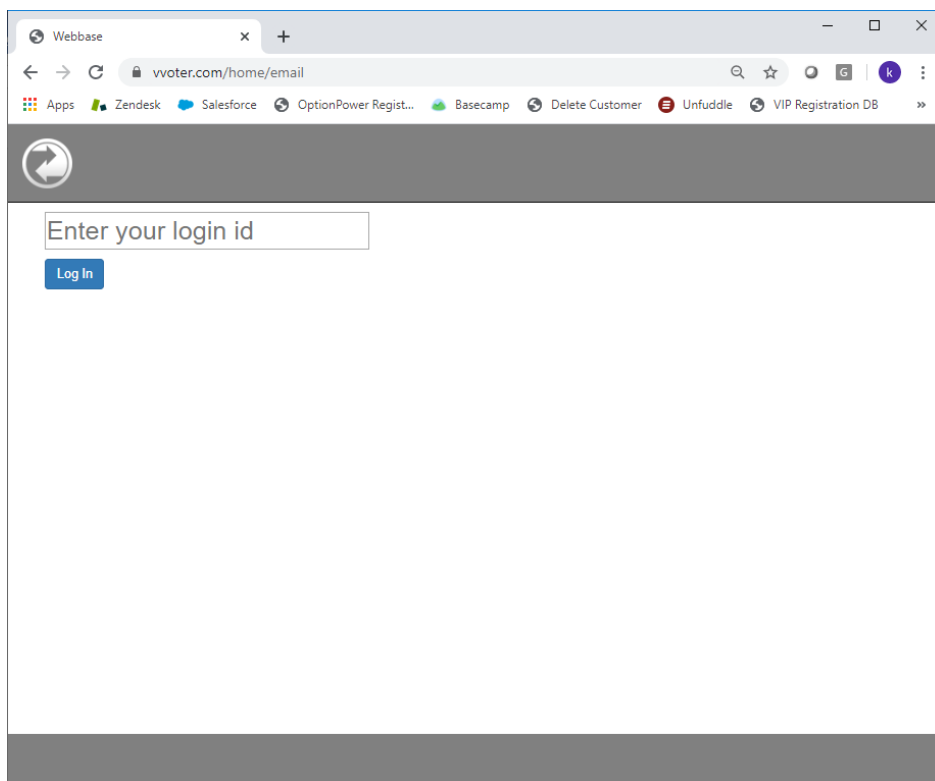
The link for the electronic voting system is:

<https://vvoter.com/connect/838568124>

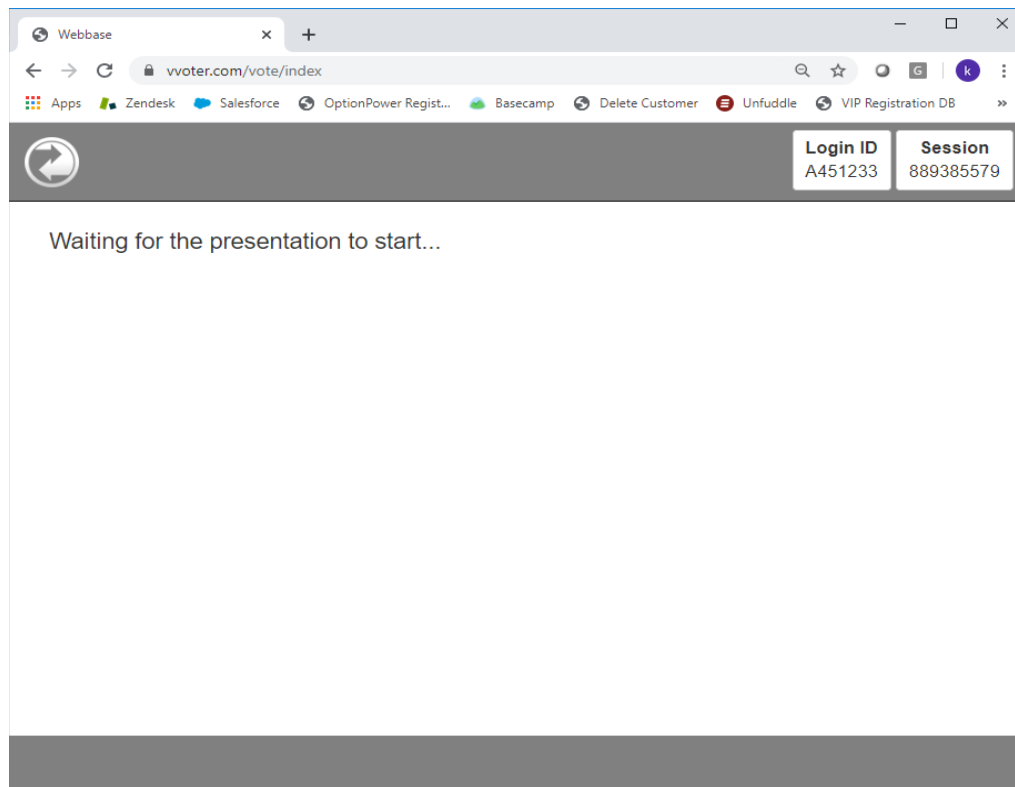
Your Voter Login Is: ABCD1234

Accessing VVoter

To log in to the voting session click the link or copy and paste the information into your browser and enter your Login ID when prompted. It is case sensitive.

A screenshot of a web browser window showing the VVoter login page. The browser's address bar displays 'vvoter.com/home/email'. Below the address bar, there is a navigation bar with several icons and labels: 'Apps', 'Zendesk', 'Salesforce', 'OptionPower Regist...', 'Basecamp', 'Delete Customer', 'Unfuddle', and 'VIP Registration DB'. The main content area of the page features a large text input field with the placeholder text 'Enter your login id'. Below this field is a blue button labeled 'Log In'. The page has a clean, minimalist design with a white background and a grey header and footer.

If the presentation has already started you may see a polling screen or a holding slide. If not, you will see waiting for Presentation to start.



Submitting Votes

Multiple Choice Votes

To enter a response for multiple choice votes, click the radio button for your response choice and click the Submit button. You will receive notification that your vote was received and confirmation of the choice you selected.

If you change your mind, click another option and click Submit again. Your second vote will override the first vote. You can change your mind until the vote is closed.



The screenshot shows a web browser window with the address bar displaying 'vvoter.com/vote/index'. The page has a dark grey header bar. On the left of the header is a circular refresh icon. On the right are two white boxes: 'Session' with the value '838568124' and 'Login ID' with the value 'ABCD1234'. Below the header, the text 'Approval of the Agenda' is centered. Underneath are two radio button options: '1 - Yes' and '2 - No'. At the bottom of these options is a green 'Submit' button.

Approval of the Agenda

☐ 1 - Yes

☐ 2 - No

Submit

Multiple Response Votes – Votes where may make more than one selection

Select the radio buttons for all of your choices and click Submit.



The screenshot shows a web browser window with the address bar displaying 'vvoter.com/vote/index'. The page header includes a session ID '838568124' and a login ID 'ABCD1234'. The main content area is titled 'Conference Delegates – Select 3' and contains a list of eight candidates with checkboxes. Candidates 1, 4, and 7 are selected. A green 'Submit' button is located at the bottom of the list.

Session	Login ID
838568124	ABCD1234

Conference Delegates – Select 3

- ☒ 1 - Candidate 1
- ☐ 2 - Candidate 2
- ☐ 3 - Candidate 3
- ☒ 4 - Candidate 4
- ☐ 5 - Candidate 5
- ☐ 6 - Candidate 6
- ☒ 7 - Candidate 7
- ☐ 8 - Candidate 8

Submit

Elections with More than Ten Candidates

Each candidate will be assigned a three-digit number. Before voting begins write down the numbers for the candidate or candidates you wish to select. When the vote opens you will be prompted to enter the three-digit number for your candidate. Enter the number in the text box and click Submit.

In cases where you may elect more than one candidate there will be separate voting slides for each selection. You may only vote for one candidate at a time. For example, if you are allowed to select three candidates you will type the number for one candidate at the first prompt and click Vote. Once all votes are in and voting has been closed, the voting web page will update and the prompt to enter the number for the second candidate will appear. This process will be repeated for all remaining votes. Duplicate votes are not permitted. If you enter the same number multiple times it will only be counted once.

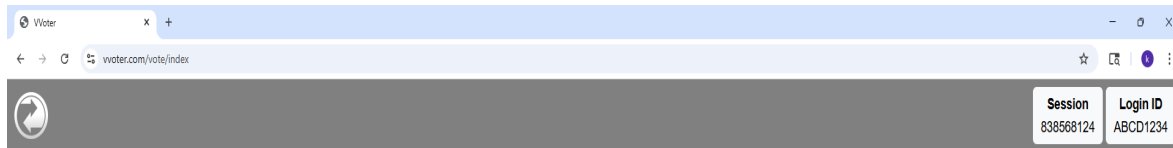
Woter x +

← → ↻ wvoter.com/vote/index ☆ 🔍

 Session 838568124 Login ID ABCD1234

Please enter your FIRST selection and press "Send"

Submit



Voter

voter.com/vote/index

Session 838568124 Login ID ABCD1234

Please enter your SECOND selection and press "Send"

Submit

Troubleshooting:

You close your browser or your computer

To get return to voting, click the link for the voting session and enter your Login ID code again.

The voting web page does not update with the polling prompt

Click the reload icon . This is most common on cell phones which are usually set to lock after a minute or so without use. The web page will not be updated when the phone is locked. Once you unlock it you must click the reload icon  to sync with the voting session again.



Request To Speak Instructions – VVoter Platform

During our meeting we will be using the VVoter platform to manage requests to speak and debate. In the lower left corner of the VVoter screen, you will see a white button labeled “SPEAK”.

More instructions will be provided during the convention. Here are the basic instructions:

If you wish to make a comment, or ask a question, click the SPEAK button. You will see a drop-down menu that shows the various types of requests. For example, if you wish to speak on a specific motion, click “Speak on a Motion” and then click the SUBMIT button.

Your request will be transmitted to a display that is monitored by the Chair. It will be time stamped with your name and request type. Staff will then release your microphone and you will be given the opportunity to unmute yourself and speak. Please be patient and understand that only one person can be called on at a time to speak.

The system will accept only one request to speak from you at a time. If you submit more than one request or submit the same request more than once before your name has been called, your name will be removed from the request list.

Dropdown Options will include:

- Speak For
- Speak Against
- Make a Motion
- Ask a Question
- Point of Order
- Unanimous Consent Objection
- Cancel My Request