

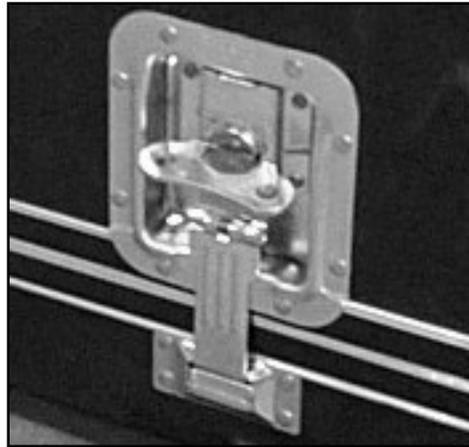
# Setting up the AutoMARK

**REMEMBER:  
ALWAYS HAVE TWO PEOPLE  
TO LIFT THE AUTOMARK.**

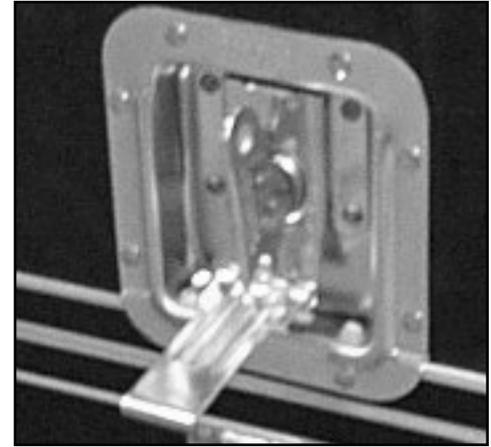
Set up the card table to be used for the AutoMARK. Set the case near the card table.



**To open case:**



✓ lift up

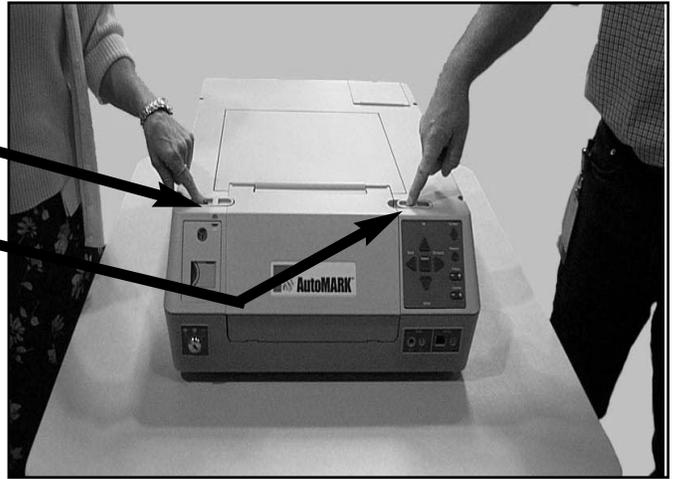


✓ turn counter-clockwise.

With one precinct officer on each side of the machine place your fingers in the grooves, one towards the front and one towards the back of the machine. Lift the machine and place it on the card table.



To open the AutoMARK move the left and right sliding latches outward to unlatch the lid.



Fold back the front lid



Lift Panel



Pull the screen in an upright position and pull up panel



Place (push) the panel down and let screen rest against the panel



Lift the ballot feed tray up

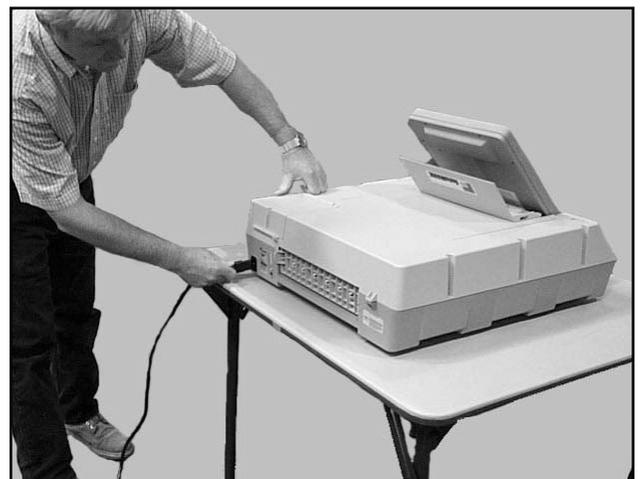


Then drop ballot feed tray down.



Using the power cord in the case, connect it to the back of the AutoMARK and plug it into the wall.

If needed, use an extension cord included in your supplies.



There are two standard head phone jacks in the front panel. The head phones that are supplied with the unit plug into the second plug from the left. If a voter brings a head phone it may fit into the adapter.



## **ASSISTING THE VISUALLY IMPAIRED VOTER**

The visually impaired voter will need to be directed to the AutoMARK. Instruct them on the location of the correct audio jack and how to insert the ballot. Verify that they insert the ballot with the cut corner in the upper right hand side. Explain that when the head phone jack is inserted it will begin with the audio instructions. If the audio voter requests that the ballot be returned before they have completed voting they may touch the “Screen” button four (4) times. The ballot will be returned to them unmarked.

When the voter has completed the voting process the precinct officer should ask the voter if they would like assistance to proceed to the Precinct Scanner. Assist the voter to the Precinct Scanner and guide them through the process. Some voters may request more or less assistance when placing the ballot in the Precinct Scanner.

Please Note: If the visually impaired voter follows the audio instructions they will not have any difficulty using the AutoMARK. They will only use the UP, DOWN and SELECT keys to proceed through the voting process.