

Attach ZERO
tape here
face-up

June 5, 2012 Presidential Primary Election

«Town/District»

«EQC Code»

Step One ~ Seal Validation (initial when verified)

| | | | | | |
|-----------------|-----------------------|--|-----------------------------|--------------------|--|
| iVo Serial # | «IVO» | | PEB Seal # | «PEB Blue Seal #» | |
| Master PEB | «District Master PEB» | | Black Bag Seal # | «Black Bag Seal #» | |
| District PEB #1 | «PEB 1» | | Compact Flash # | «Compact Flash #» | |
| District PEB #2 | «PEB 2» | | Technician Signature: _____ | | |

Step Two ~ Clear & Test Terminals

Equipment Needed for Clear & Test - District iVos, Clear & Test PEB

Instructions:

1. Line up all machines for **one** district on work table.
2. Insert C & T PEB into iVo slot. Password is CLRCLR. Machine will clear & test automatically.
3. Remove C&T PEB and repeat these instructions for all machines in district.

Initial when complete: _____

Step Three ~ Pre-Election Equipment Verification

Equipment Needed: District iVos, Master PEB, Election Compact Flash Cards, iVo Folders, Printer

Instructions:

1. Insert Election Compact Flash in rear of iVo.
2. Hold Vote Button down while inserting the MASTER PEB into slot to access Terminal Menu.
3. Select "General Information".
4. Select "View Terminal Settings".
5. Verify and update the iVo to reflect the correct value for each line listed below.
6. If any of these items need to be adjusted, exit menu to return to Terminal Menu. Select "Set-up and Configuration". Enter the Service Password SVCSVC. Select "Configure Terminal". Adjust items as needed.

****NEW* When you finished adjusting all the items below, go into the Terminal Menu and choose "Print Terminal Settings".***

| Procedure | Verify Value | Complete |
|--|------------------|----------|
| Terminal Battery—not plugged in | Greater than 7.5 | |
| PEB Battery | Greater than 3.4 | |
| PEB firmware version | 1.07 | |
| Terminal firmware version | 9.1.6.0 | |
| Time and Date—adjust to current time and date | Current | |
| Terminal Mode | Blank | |
| Audio Enabled | Yes | |
| Audio Volume | 255 | |
| Public Count | 0 | |
| Protective Count—record machine data | _____ | |
| Vote Button Beep Off Time | 500 | |
| Vote Button Beep On Time | 500 | |
| Vote Beep Count Setting | 2 | |
| Zoom Enabled | No | |
| RTAL Enabled | No | |
| Progress Bar Enabled | Yes | |
| Touch Screen Calibrated | Yes | |
| Back Light Time Out | 180 seconds | |
| Spanish Enabled | No | |
| DST Enabled | No | |
| Text System Files Status | Not Loaded | |
| 1. Test Audio for Sound (Select "Set Volume"). Plug in the headphones. Push the TEST button. | | |
| 2. Follow the on-screen instructions to calibrate each terminal. | | |
| 3. Insert the Master PEB into the machine & begin the opening process. When the Polling Place Location appears, verify that it is the correct district and matches the iVo and PEB labels. Choose YES and open the iVo. <i>Go into the Service Menu and follow the instructions to print TERMINAL ZERO TAPE.</i> | | |
| 4. Perform a final Clear & Test when all validation is complete. | | |

I certify that the above validation was completed, all polling location labels match and the equipment ready for the upcoming election.

Technician Certification