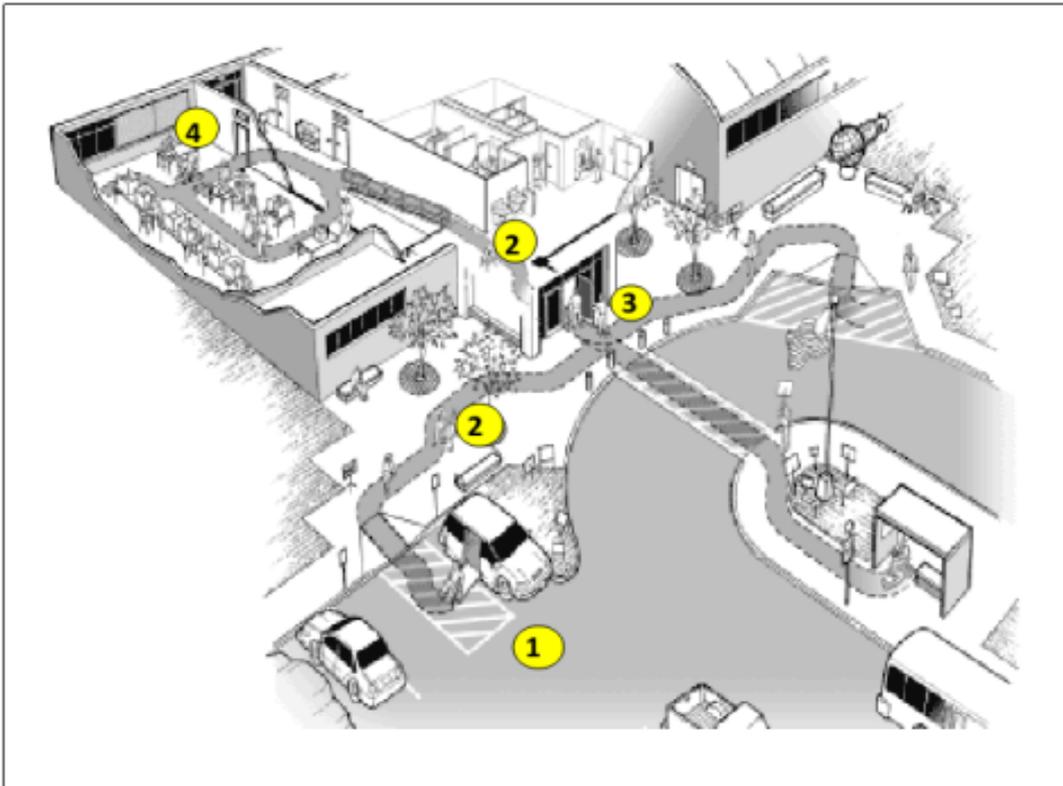


Ideal Polling Place Map



Pictures from US Dept. of Justice: ADA Checklist for Polling Places

1. Parking

- Accessible parking is clearly marked
- Access aisle next to accessible parking is 8 feet wide (van) or 5 feet wide (car)
- Parking spots are reasonably level
- Parking can be created using cones

2. Accessible Route

- Accessible routes located and marked with signage
- Route does not contain steps
- Curb cut located if curb present
- Routes are free of debris and clutter

3. Entrances and Doorways

- Accessible Entrance located and marked
- Doorway at least 36" in width (If no, prop open)
- Doorway has handle that is easily opened with closed fist and not excessively heavy (If no, prop open)

4. Voting Area (On Back)

Figure 1: Ideal Polling Place Map from Christian County, Missouri Election Day Picture Guide

Polling Place Set Up

Parking

Accessible Route

Entrances

Voting Area

- | | | | |
|---|--|---|---|
| <ul style="list-style-type: none"> ◇ Accessible parking is clearly marked ◇ 1 Accessible spot for every 25 spots ◇ Access aisle next to accessible parking is
8 feet wide (van)
5 feet wide (car) ◇ Parking spots are reasonably level ◇ If no parking provided at polling place, parking can be created using cones and temporary signs | <ul style="list-style-type: none"> ◇ Accessible route between parking and building entrance located and marked with signage ◇ Accessible route does not contain steps ◇ Curb cut located if curb present ◇ Route is 36" wide or more ◇ Accessible route is free of debris, clutter, and protrusions | <ul style="list-style-type: none"> ◇ Accessible entrance located and marked ◇ Doorway is at least 36" in width (If no, prop open) ◇ Doorway has handle that is easily opened with closed fist and not excessively heavy (If no, prop open) | <ul style="list-style-type: none"> ◇ There is ample space in front of sign-in table for maneuverability ◇ Sign-in table is low enough for small person or person in wheelchair to access (28"-34") ◇ Pathway through voting area is at least 36" wide ◇ Voting booths are set up with enough space between them and the wall for easy maneuverability ◇ Tables can be raised or lowered ◇ Chairs are available for voters waiting in line ◇ Extra table is available for voters who need more time and request seating ◇ At least 1 accessible voting station is set up |
|---|--|---|---|

Figure 2: Polling Place Set Up Checklist from Christian County, Missouri Election Day Picture Guide

Using an Audio Ballot

Necessary Equipment



To utilize the audio ballot, you will need headphones and a keypad.

Initiating Audio Ballot



To initiate the audio option, simply plug the headphones in.

Moving Through Ballot



The voter will use the keypad, similar to that of a telephone, to move through the ballot.

Keypad Functions



4&6: Move between candidates; 2&8: Move between contests; 5: Selects and de-selects; 9: Casts vote; 7:Rejects ballot

Controlling Volume



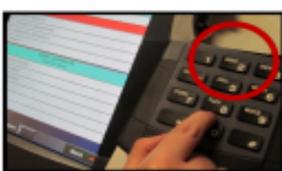
To adjust audio volume, use volume control on headphones.

Moving Between Contests



To move from one contest down to the next, the voter will press "8"

Moving Between Contests



To move from one contest up to the previous, the voter will press "2"

Moving Between Candidates



To move backwards between candidates, voter will press "4"

Moving Between Candidates



To move forwards between candidates, voter will press "6"

Select/De-Select Candidates



To select or de-select a candidate, voter will press "5"

Repeat Instructions



If voter needs instructions repeated, voter can wait and instructions will automatically repeat

Review/Summary of Ballot



When voter has completed ballot, a summary screen will appear. The audio will read through every contest and selection.

Changing a Vote



If a voter wishes to change their vote, they will press "7" to return to the beginning of the ballot. The voter can then change their vote in the contest of their choice.

Casting a Vote



Once at the summary screen, the voter will press "9" to cast a ballot.

Confirmation



Once the vote has been officially recorded, the audio will announce that the vote has been cast

Figure 3: Step-by-step picture guide on using an audio ballot from Election Day Picture Guide