1. **INSERT BALLOT**

With the ballot still in the provided privacy sleeve, insert your ballot into the ES&S AutoMARK ballot acceptor. Next, select your preferred language by touching the proper box.

2. **MAKE SELECTIONS**

Touch each candidate and/or issue for which you intend to cast a vote. Your selections will be highlighted in yellow. You may change your selections at any time.

   **A. WRITE-IN CANDIDATES**

For write-in candidates, touch the "WRITE-IN" option, and a keyboard will appear on the screen. Type in the name of a candidate and press "OK."

   **B. ON-SCREEN ACCESSIBILITY**

The ES&S AutoMARK contains additional features to assist you during the voting process. At the bottom of the screen, you will have the opportunity to use the **ZOOM IN**, **ZOOM OUT**, or **HIGH CONTRAST** features to make the ballot easier to read.

3. **REVIEW AND MARK BALLOT**

After you have completed the last page of your ballot, press the "REVIEW" button.

Review your selections, and when complete, press "MARK BALLOT" to complete the voting procedure and to print the ballot. Then insert the marked ballot into the feeder slot of the ballot tabulator.

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Introduction to the AutoMARK VAT

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Introduction to the AutoMARK VAT

The AutoMARK VAT™ Voter Assist Terminal (VAT) is used to mark the ballot selections of voters who are visually impaired, have a disability, or who are more comfortable using an alternative language.

Ballot choices and instructions are displayed in large text print on the touch screen monitor, as well as read by the audio system in the language choice selected by the voter. Voters enter their selections by touching buttons on the screen, pressing keys on the keypad, or using an ADA device.

The AutoMARK VAT marks a ballot with the voter's selections and returns it to the voter. The voter can then submit the marked ballot in the normal manner for tabulation. This guide contains information on how to set up the AutoMARK VAT prior to an election and how to maintain the AutoMARK VAT between elections.

3.1 Features of the AutoMARK VAT

A voter can use the AutoMARK VAT to mark a ballot by using:

- The touch screen
- The Braille keypad
- An ADA device (such as puff-sip or foot pedal)

The AutoMARK VAT has the capability to display ballots in alternate languages. Language choices are determined by individual jurisdictions. If the jurisdiction does not choose to allow alternate languages, the voter will not see the Language Screen, and the only Language available will be English. The audio matches the language selected.

The AutoMARK VAT has several privacy features. Audio volume can be increased or decreased as desired, and the screen can be turned on and off for privacy. If you want to use the audio system to listen to ballot choices and instructions, you will use the audio keys on the keypad (shown on the following page) to control audio sound. A jurisdiction can provide headphones with disposable earpieces.

The AutoMARK VAT also has a ZOOM MODE feature which enlarges the text on the screen, and a High Contrast mode which gives contrast to the screen resolution, for those who are visually impaired.
The AutoMARK VAT consists of the labeled components shown in the picture below.

- Touch Screen Monitor
- Ballot Feed Tray
- Headphone Jacks
- ADA Port
- Keypad
- Cable Port "future use"
- Forward/Next
- Scroll Up
- Select
- Back
- Scroll Down
- Screen On
- Audio Repeat
- Audio Speed
  - Decrease
  - Increase
- Volume
  - Decrease
  - Increase
3.2 Using the AutoMARK VAT Keys and Buttons

The AutoMARK VAT is designed so that you can use either the keys on the keypad, an ADA device, or touch displayed text and buttons on the screen to enter your selections.

When you press the keys on the keypad or touch text or buttons on the screen, you are actually sending operating instructions (commands) to the computer. (For example, pressing the Screen Off/On key on the keypad tells the computer to turn the touch screen monitor off or on.)

Touch screen buttons in the picture below are displayed at the bottom of a screen.

Note
The buttons illustrated below do not appear on every screen.

Sample of Touch Screen Buttons

Touching the BACK button displays the previous screen.

Touching the ZOOM In/Out button on any screen increases and decreases the size of the text displayed.

Touching the EXIT Return Ballot button displays the EXIT screen.

Touching the HIGH CONTRAST button on any screen lightens or darkens the screen contrast.

Touching the NEXT button enters your selection and displays the next screen.

If you want to listen to choices and instructions in the language of your choice and use the keys on the keypad to enter your selections, plug in your headphones, or use the headphones provided by the jurisdiction.

Note
Audio includes keypad instructions. Therefore, no further audio and keypad information is included in this guide.
3.3 Using an ADA Input Device

The AutoMARK VAT provides an interface for an input device for disabled voters to indicate their selections. This device is often called an ADA device, after the Americans with Disabilities Act, which requires that access be provided to citizens with disabilities.

The ADA input device allows the voter to make his or her selections, in place of either the touchscreen, or the keypad, on the AutoMARK machine.

ADA input devices supported include a sip and puff device, a paddle switch, a floor switch, or any similar two-position switching device that is comfortable for the voter and meets the electrical specifications below. Typically the voter brings his or her own device to the polling place.

The AutoMARK VAT supports a type of electrical interface standard called DSA, dual-switch access. The ADA input device plugs into the 3.5 mm “stereo” jack in the right section of the ACCESS area on the front panel of the AutoMARK VAT.

Within the input device there are two momentary switches. These switches are connected to a cable terminated with a 3.5 mm stereo plug. One switch connects to the TIP connection on the stereo plug, and the other switch connects to the RING pin on the stereo plug. Each switch is normally open. When actuated by the user, the switch closes either the TIP or the RING circuit to the common BARREL shaft of the stereo plug.

Electrical specifications for the two switches within the ADA input device: switch contact resistance when a switch is closed, less than 100 ohms. DC current handling capability, 5 milliamperes. These specifications are readily met by DSA devices in the market that have been tested by Automark Technical Systems.

Circuitry within the AutoMARK VAT detects when an ADA input device has been inserted into the jack, and activates a special interface mode. The sequences of choices on the LCD screen in ADA input mode are adapted to accept either of two responses, YES and NO, or UP and DOWN, or LEFT and RIGHT, as may be suitable in context for the selections being made. Likewise, the audio prompts that are available at the headphone outputs are also adapted for this two-switch interface mode.