

- **Caucus Training 2016**
Scott Miller, Vice Chair



PREPARATION FOR CAUCUS

March 22, 2016

Download VoterClick

****Please download before the meeting (if you already have it installed, delete and reinstall as the latest version is required)****

HOW TO DOWNLOAD

- **Android**

 - Play Store – Search for VoterClick**
 - SlideMe – click [here](#) and search for VoterClick**

- **iOS (iPhone, iPad)**

 - App Store – search for VoterClick**

Authorize location services and begin download

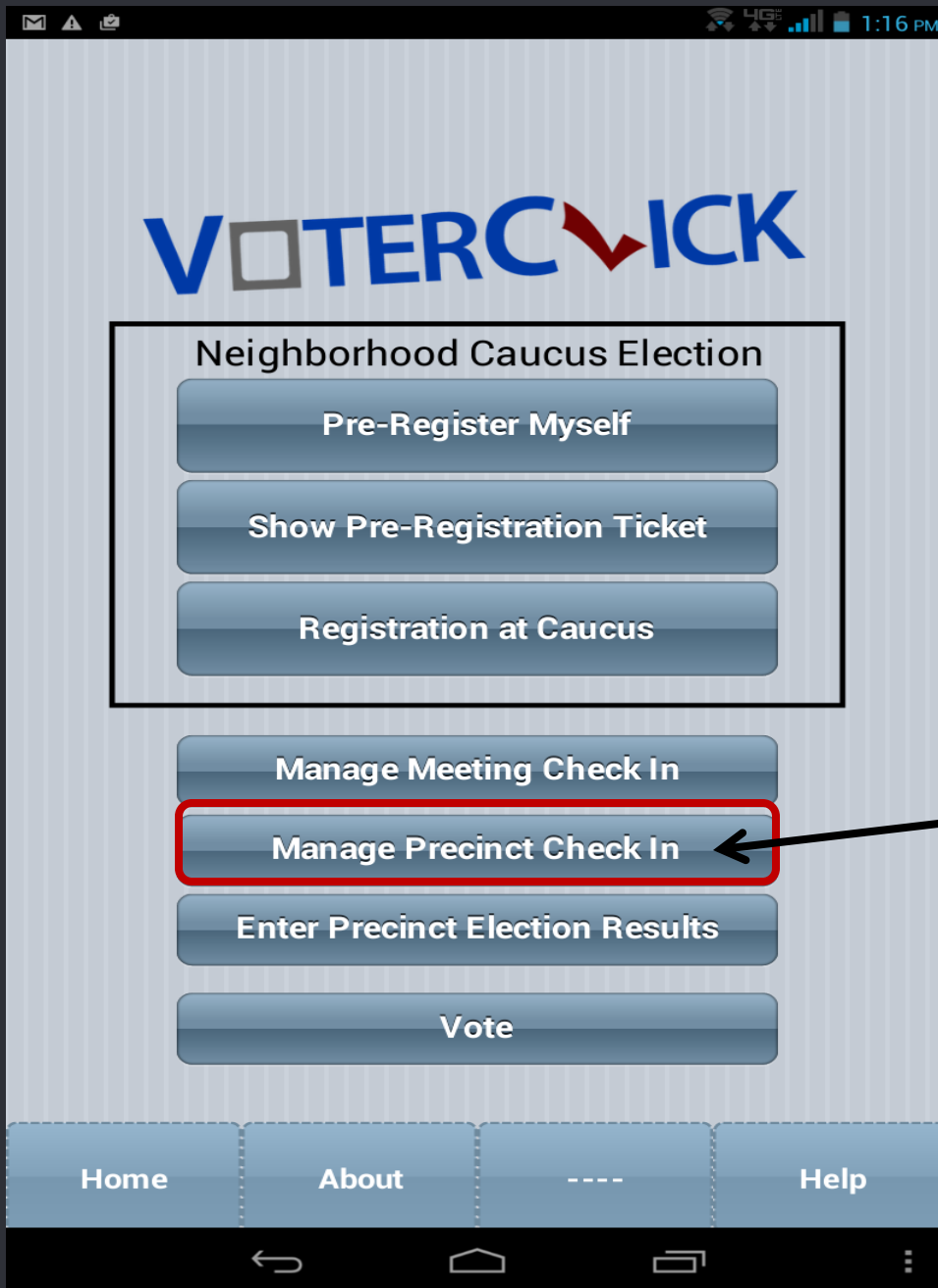




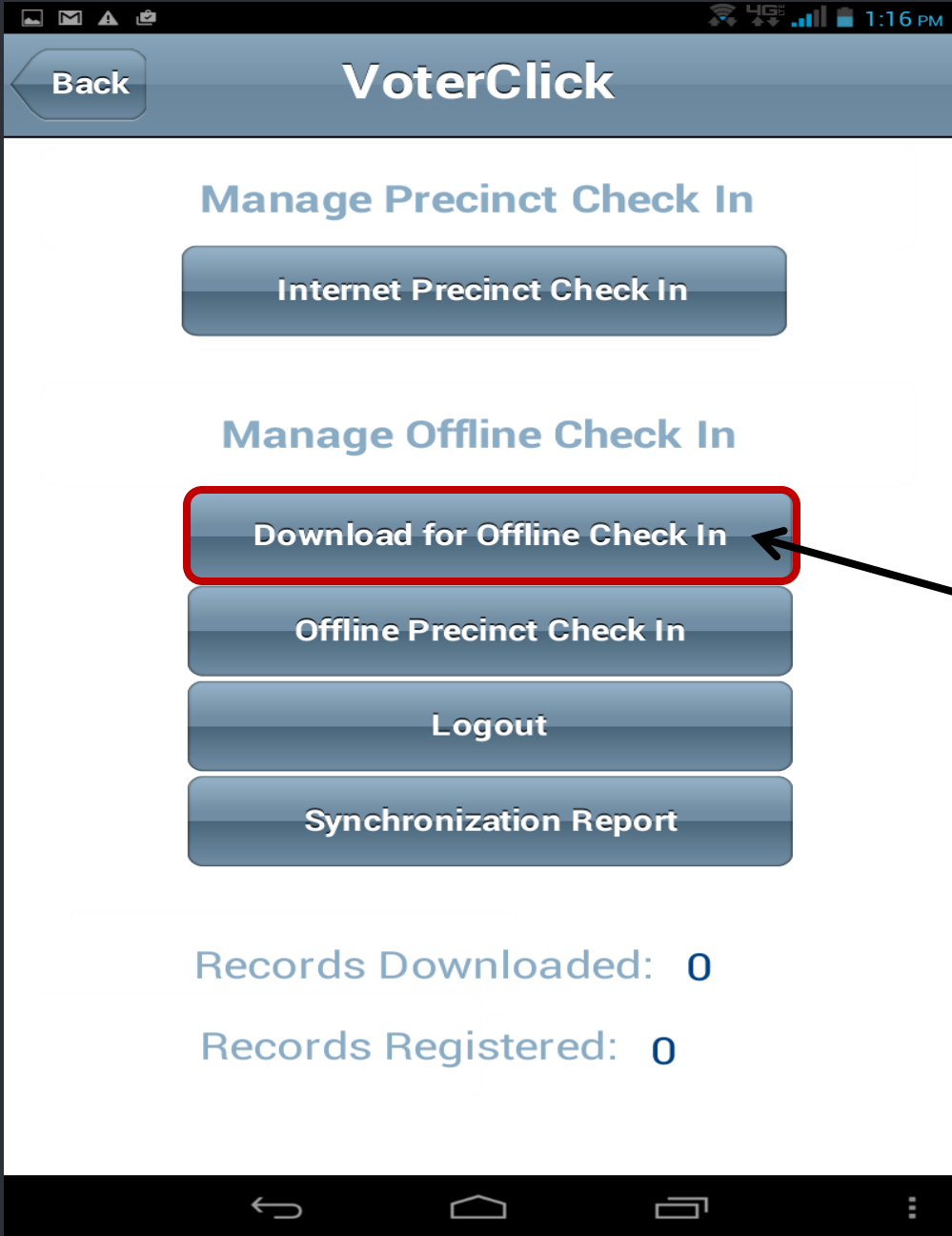
VoterClick Training

Electronic Precinct Check-In & Elections Data Upload

Main Screen



Click Manage Precinct
Check In



Back

VoterClick

Manage Precinct Check In

Internet Precinct Check In

Manage Offline Check In

Download for Offline Check In

Offline Precinct Check In

Logout

Synchronization Report

Records Downloaded: 0

Records Registered: 0

Click Download for Offline Check In

The screenshot shows the 'VoterClick' app interface. At the top, there is a 'Back' button and the app name 'VoterClick'. Below this is the title 'Offline Precinct Check In'. The form consists of five input fields: 'County', 'Precinct', 'Username', 'Email', and 'Phone'. A red rectangular box highlights these five fields. Below the fields is a blue 'Continue' button. The status bar at the top shows the time as 1:16 PM and various system icons. The bottom of the screen shows the Android navigation bar.

****Fill In All Fields****

Click & Pick Your County

Click & Pick Your Precinct

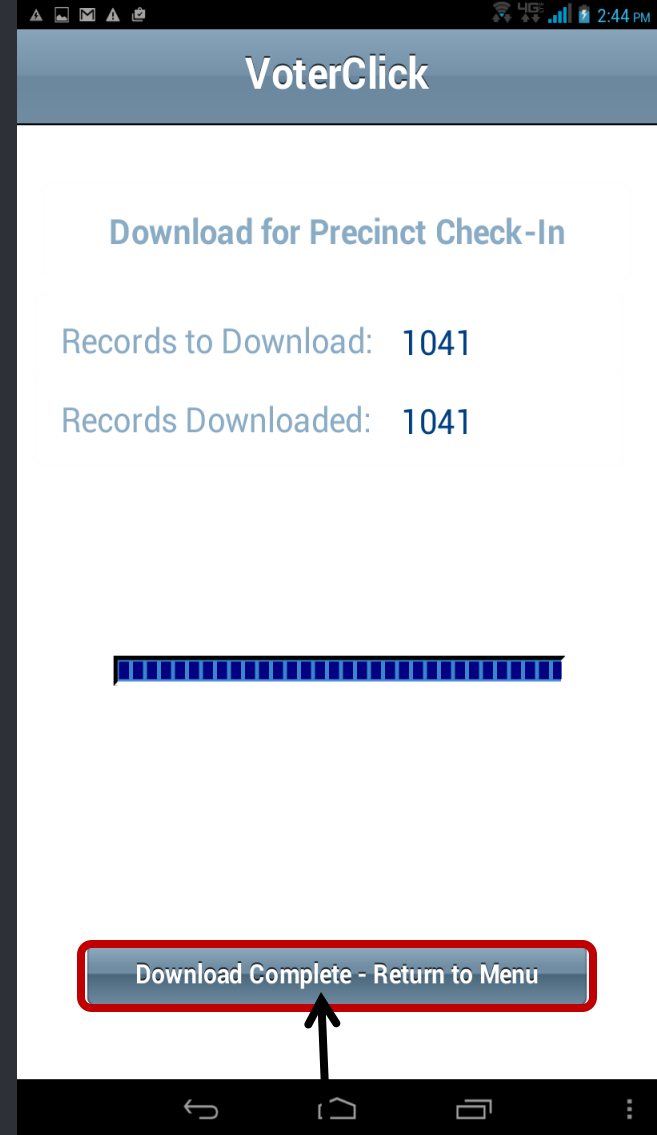
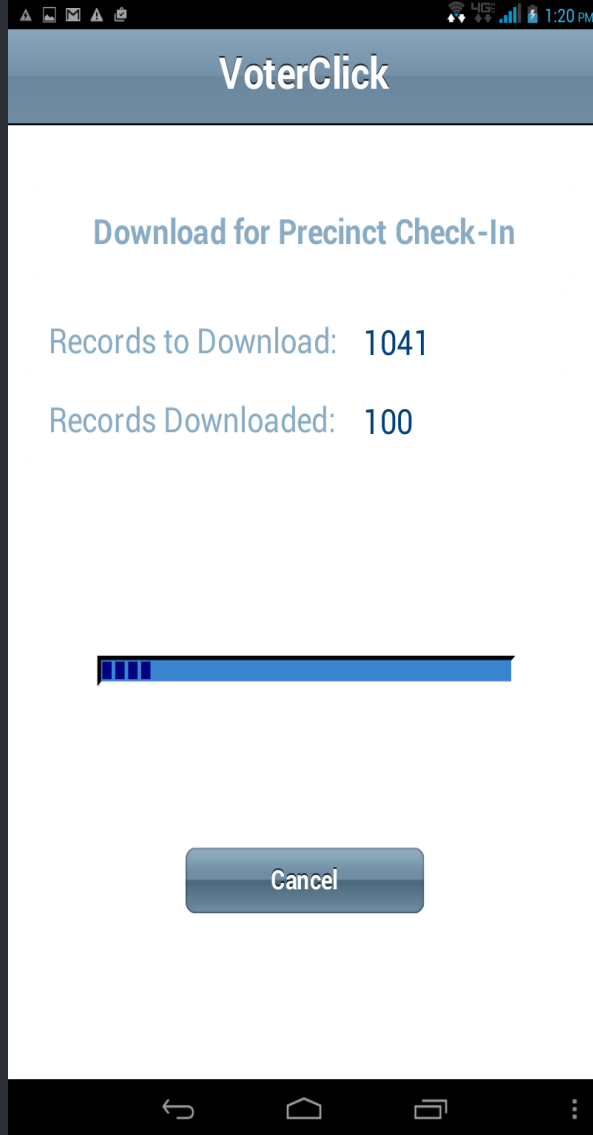
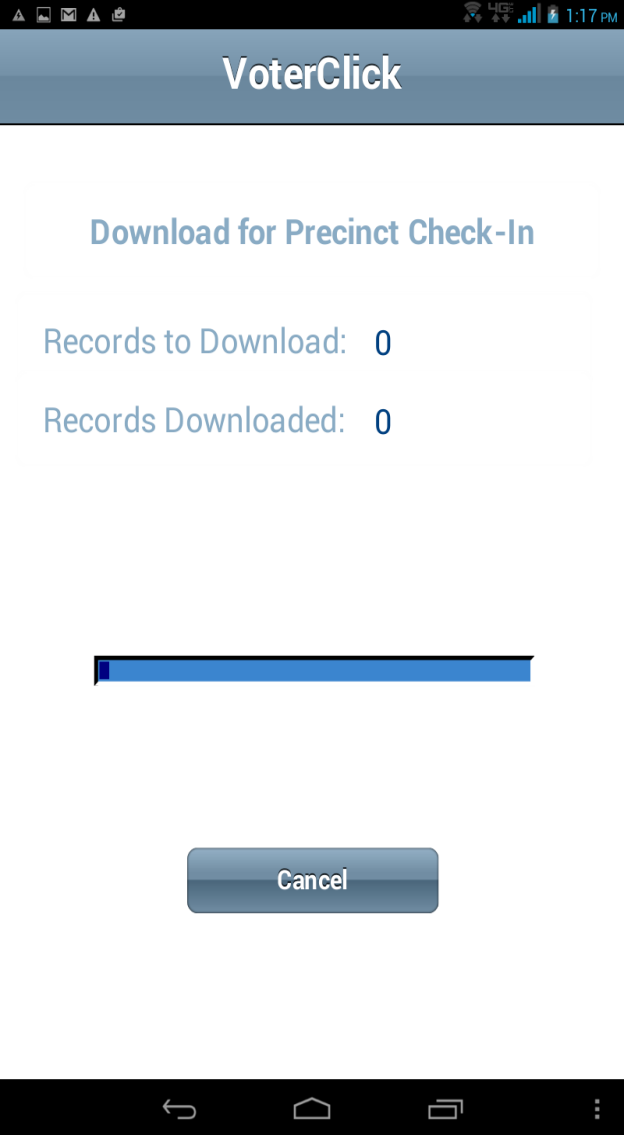
You or Your Volunteers

First & Last Name

Very Important! A Good E-Mail

Very Important! A Good Phone Number

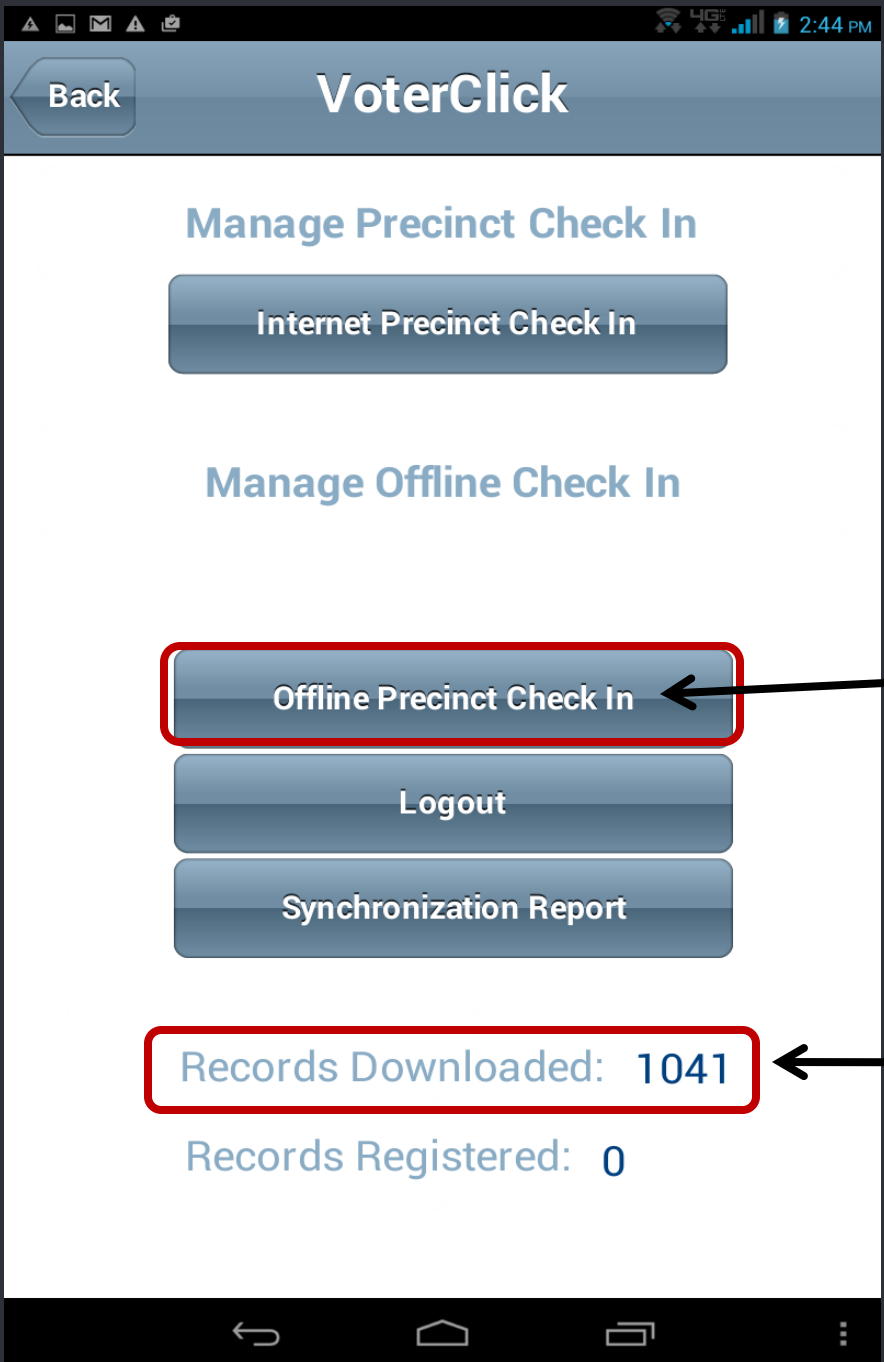
Click Continue once all fields are complete. You will now be downloading **all Registered Voters in your Precinct to your device. Democrats & Unaffiliated.**



Precinct Voter list is Downloading

Wait for it... wait for it... almost there...

Click Download complete Click Return to Menu



Back

VoterClick

Manage Precinct Check In

Internet Precinct Check In

Manage Offline Check In

Offline Precinct Check In

Logout

Synchronization Report

Records Downloaded: 1041

Records Registered: 0

Click Offline Precinct Check In

Total Registered Voters In Your Precinct

Back

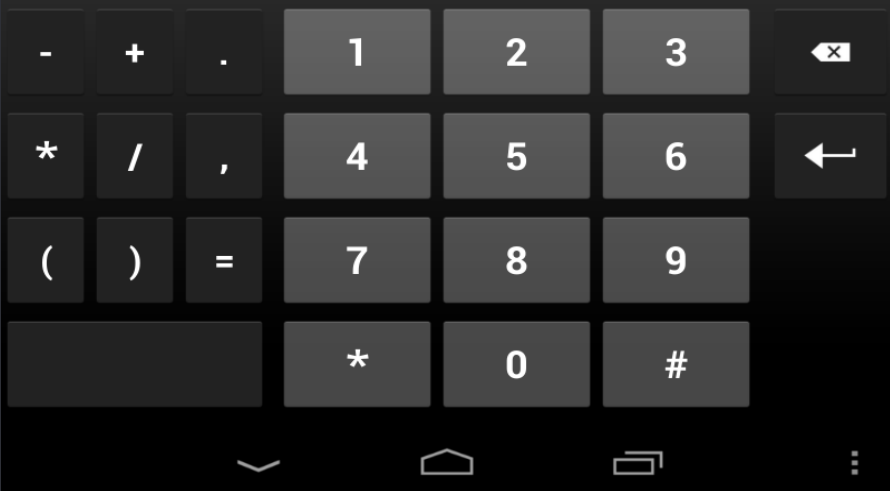
VoterClick

Meeting Precinct Check-In

Enter 3-5 letters of Last Name

Enter House Number

Records Downloaded: 1041

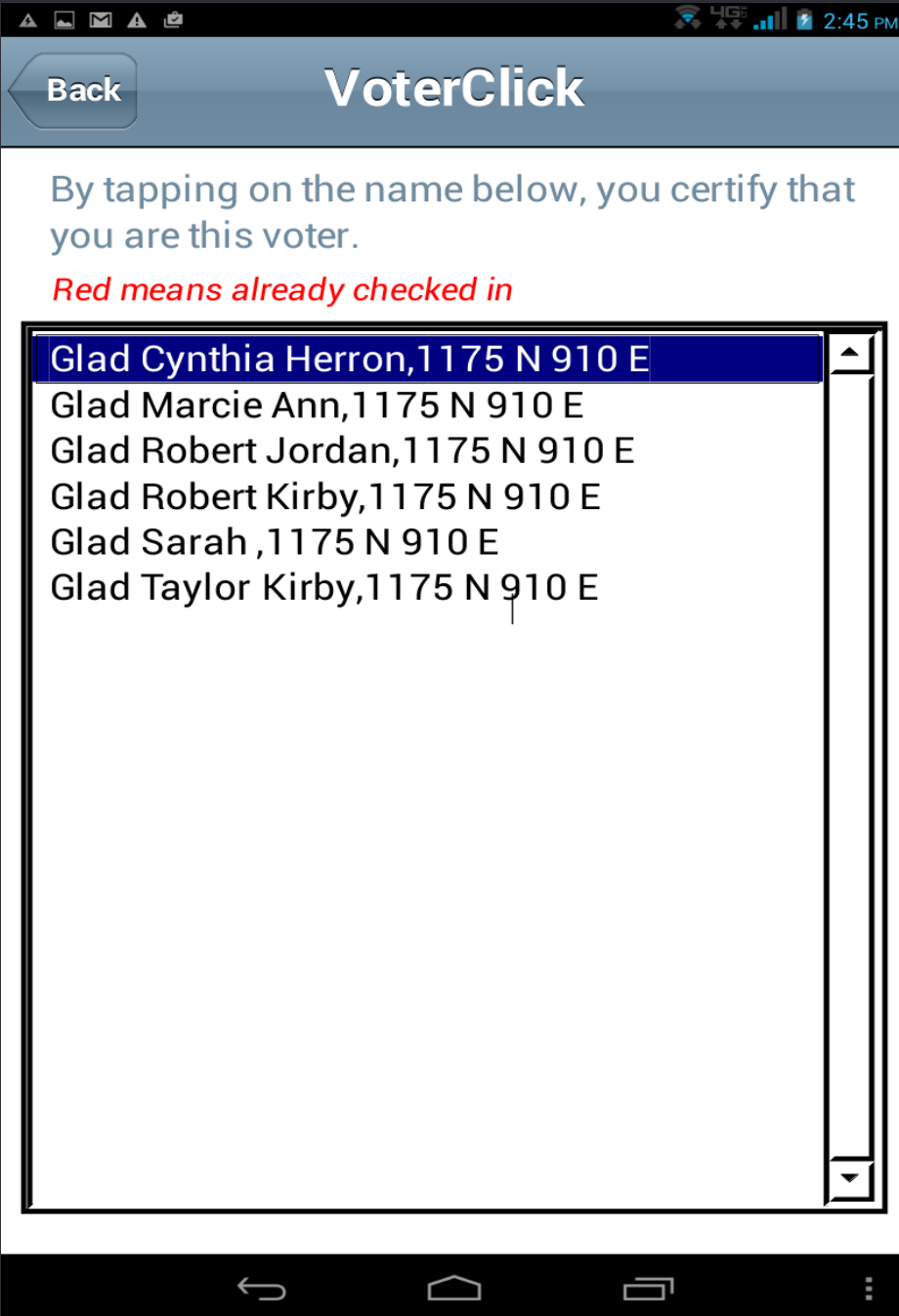


Type the first three letters of attendees last name

Type the attendees House number

Click Find





This will bring up all of the people that live in that household. Click on the appropriate person as per their State ID

▲ ▲ ▲ ▲ ▲ 4G LTE 2:45 PM

Back VoterClick

Name: Glad, Robert Kirby
Address: 1175 N 910 E
Orem

Party: Republican

Precinct: OR24 - House: 48 - Senate: 14

Preferred Name: Rob

Phone: 8013762050
By providing your cell phone number,
you consent to receive phone calls and text messages

Email: testemail@comcast.net

Register

****Make sure they are a Registered Republican****

If not send them to the affiliation desk near the LEG Help desk to affiliate as Republican.

Very IMPORTANT to have this information!

Communication is KEY to Success

Click Register

Issue the Credential

Be sure to fill in the Attendees Information



**CREDENTIALLED
CAUCUS ATTENDEE**

Name → **SCOTT M.**

Precinct # → **RIV021**

Room # → **RM# 134**

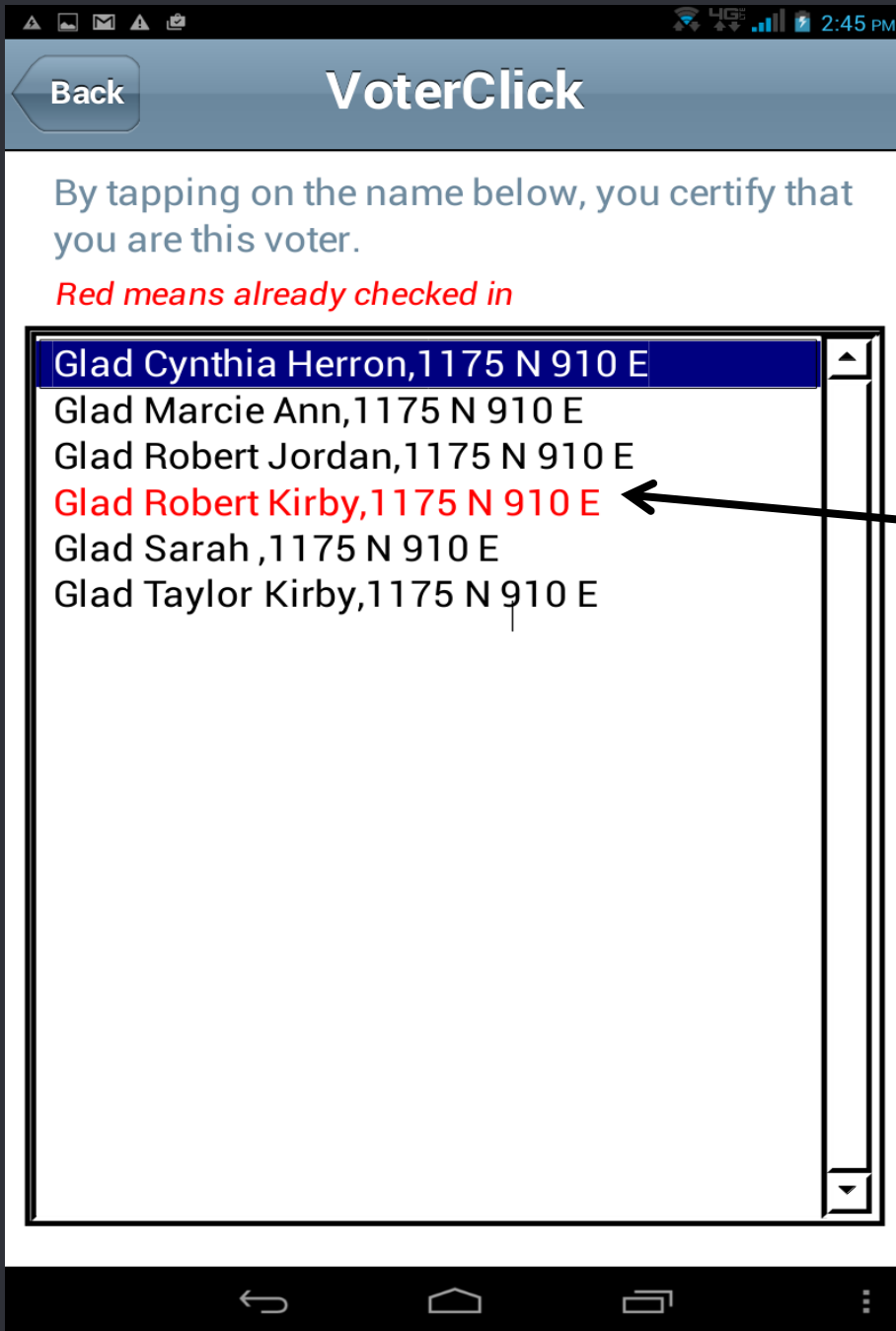


Next Please!

Continue to check in Attendees in the same manor as before (refer to slides 9 – 13).

This number will climb as you check people in.

Records Registered is your Credentials Count. If you have more than one person checking in attendees just add the Records Registered numbers from each device for a total Credentials Count.



As you are checking in attendees, you will notice names in **RED**. This indicates that person has been previously checked in on this Device.

The End



WHO'S AWESOME?
YOU'RE AWESOME