

Election Morning

ImageCast Precinct (ICP) (ElectionSource direct #1.888.742.8037)

- Use the Dominion Quick Reference Guide [Starting up the Tabulator](#)
 - Password (enter election security code), enter
 - Verify, and if necessary set, time and date.
- Compare Zero Tape to Ballot to verify election date, precinct, offices, candidates, proposals, etc. Do not tear off Tape, all inspectors present sign Tape.
- Confirm the seals number(s) on the front compartment door to the number(s) recorded in the Clerk's Preparation Certificate.
- If sending results via cellular modem, confirm the seal number on the inside modem door to the number recorded in the Clerk's Preparation Certificate.
- Start the day with a FULL thermal paper roll.

ImageCast X Ballot Marking Device (ICX) (ElectionSource direct #1.888.742.8037)

- Use the Dominion Quick Reference Guide [Setting up the ICX](#)
 - Turn printer ON prior to powering on the ICX
 - On the back of the ICX, confirm the **top door** seal number with the number recorded in the Clerk's Preparation Certificate – this seal will not be broken.
 - The white pull-tite seal on the **bottom door** should also be verified to the number recorded in the Clerk's Preparation Certificate.
Once confirmed, remove seal, press and hold the Power button 3-5 seconds. Reseal with a white pull-tite seal and record the new seal number in the Remarks Page of the Poll Book.
- Place Privacy Shield around the screen, position hooks in the top to adjust sides for maximum privacy.
- Use the Dominion Quick Reference Guide [Loading the ICX](#)
 - POLL WORKER smart card password (enter election security code)
 - If instructed by local clerk, verify, and if necessary set, time and date. (Refer to the local clerks [Calhoun Co. Time Adjustment Instructions](#) to continue.)
 - Remove POLL WORKER card
- Insert **one** VOTER card, tabbing through each screen, print one BLANK Test Ballot (we are making certain the machine and printer are working!). Place this BLANK Test Ballot in to the #3 Local Clerk Envelope. Repeat for each ballot style.
- Use numbered Blank Ballot Stock paper (save unused stock for next election).

Closing the Polls

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- Use the Dominion Quick Reference Guide (QRG) [Closing the Polls](#)
 - Password (enter election security code), Enter, Yes
 - The Tabulator will automatically print 3 Results Tapes.
 - If using **Cellular Modem**: Confirm seal number on inside modem door to the number recorded in the Clerk's Preparation Certificate in the Poll Book.
Break seal and connect the yellow end of the Cellular Modem device into the modem jack. It is not necessary to reseal modem door.
 - Power Down / Yes, unplug tabulator.
- If instructed by local clerk to remove **Compact flash cards ...**
 - First confirm seal number on the front Compact flash drive door to the number recorded in the Clerk's Preparation Certificate in the Poll Book.
 - Then, break seal, remove both compact flash cards, seal both flash cards into State-approved container, TWO precinct inspectors from opposing parties may transport sealed container to clerk's office. It is not necessary to reseal the front compartment door.

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- Insert POLL WORKER card
 - Password (enter election security code)
 - Select Close Polls
 - Remove POLL WORKER card
- Remove Privacy Shield.
- Verify the seal placed on the back, bottom door to the number recorded on Remarks Page in Poll Book.
 - Once confirmed, break the seal
 - Open door and press and hold the Power button 3-5 seconds
 - Power off / OK
It is not necessary to reseal the bottom door.
 - Turn Printer off