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vTools.Voting – Voter Tutorial
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Logging in

Navigate to https://voting.vtools.ieee.org

Please log in to continue using the system. If you need help please click here to view a tutorial.

Use you IEEE web account to log in. Navigate to http://www.ieee.org/web/accounts to learn more about the IEEE web accounts.

Voting system uses SSL protection to ensure that the data is transferred in a secured manner.
Logging in – cont’d.

Enter your web account username and password when prompted.
Logging in – cont’d

If you are a volunteer, you may see a screen that gives you two options. “Vote” on ballots available to you, and “Manage (create/edit/delete)” ballots.

Make sure to select the first option to vote.

Please note that only volunteers reported on a section roster will see this page.

Click [here](#) to vote on a ballot.

Click [here](#) to manage your ballots.
Voting Options

Use the top navigation menu to browse between screens. Using browser’s “Back” and “Forward” buttons might result in lost or corrupted data.

<table>
<thead>
<tr>
<th>Name</th>
<th>Start Date</th>
<th>End Date</th>
<th>Organization</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section Election Test 1</td>
<td>July 30, 2009 00:00</td>
<td>– August 31, 2009 23:59</td>
<td>Princeton/Central Jersey Section</td>
<td>Did not vote</td>
<td>Vote</td>
</tr>
<tr>
<td>Society Election Test 1</td>
<td>July 30, 2009 00:00</td>
<td>– August 31, 2009 23:59</td>
<td>IEEE Consumer Electronics Society</td>
<td>Did not vote</td>
<td>Vote</td>
</tr>
</tbody>
</table>

Any ballots available to you will be shown. You will see ballot’s name, start and end dates of the election, IEEE organizational unit conducting the election, and your voting status.

Click on “Vote” to open a ballot and place your vote. If you have any questions regarding the election, click on “Contact Election Manager” to send an e-mail to the person responsible for the election. If you are experiencing technical difficulties, then please copy Voting-vtools@ieee.org on your e-mail.
Welcome to the 'Section Election Test 1' ballot. Please follow the provided instructions in order to place your vote.

Instructions

Welcome to the Section Elections! I want to take this opportunity to personally express my sincere appreciation for you being IEEE member!

Our duty and responsibility is to ensure that your voting rights are protected and that you are confident that your vote is accurately cast and tabulated. This year we will utilize vTools Voting system for our elections.

Please select one candidate for each position or specify a write-in candidate.

Please don't hesitate to contact me if you have a question, comment, or complaint regarding your voter registration or voting experience.

Thank you for voting - your vote counts!
Please select one candidate for each position or specify a write-in candidate.

Please don't hesitate to contact me if you have a question, comment, or complaint regarding your voter registration or voting experience.

Thank you for voting - your vote counts!

Chair

Know your candidates: [ Samuel Langhorne Clemens ] [ Alexandre Dumas ]

Choose a candidate:
- Samuel Langhorne Clemens
- Alexandre Dumas

Specify a write-in candidate:

Treasurer

Know your candidates: [ Ryūnosuke Akutagawa ] [ Strugatsky brothers ]

Choose a candidate:
Alexandre Dumas, père (French for "father", akin to 'Senior' in English), born Dumas Davy de la Pailleterie (24 July 1802 – 5 December 1870)[1] was a French writer, best known for his numerous historical novels of high adventure which have made him one of the most widely read French authors in the world. Many of his novels, including The Count of Monte Cristo, The Three Musketeers, Twenty Years After, and The Vicomte de Bragelonne were serialized. He also wrote plays and magazine articles and was a prolific correspondent.
Write-in Candidates

Please select one candidate for each position or specify a write-in candidate.

Please don't hesitate to contact me if you have a question, comments or need clarifications on voter registration or voting experience.

Thank you for voting - your vote is important.

Chair

Know your candidates: [Samuel Langhorne Clemens] [Alexandre Dumas]

Choose a candidate:
Samuel Langhorne Clemens □
Alexandre Dumas □
Specify a write-in candidate: Brian WestBrook

You can vote by checking the checkbox next to the candidate’s name.

If your election manager allowed for write-in candidates, then you can type in the name in the provided box. Please note that not every election will have “write-in” candidates.

Treasurer

Know your candidates: [Ryōnosuke Akutagawa] [Strugatsky brothers]

You can place your vote by clicking on the “Vote” button. You can also “Reset” the ballot to start over and “Cancel,” if you do not want to vote at this time.
Voting on Ballot

Depending on the ballot settings, you can select one or more candidates for each position. If you make an incorrect number of selection, the voting system will show you an error message.

There were problems with the following fields:

- Only 1 choice(s) can be made for position 'Treasurer'

Thank you for your participation. You made the following choices:

Chair
Alexandre Dumas

Treasurer
Ryūnosuke Akutagawa
Edit Choices

• Only 1 choice(s) can be made for position 'Treasurer'

Thank you for your participation. You made the following choices:

Chair
Alexandre Dumas

Treasurer
Ryūnosuke Akutagawa
Strugatsky brothers

Webmaster
Brian WestBrook

Click on the "Edit Choices" button to go back to the ballot and correct the problem.
Edit Choices

Alexandre Dumas

Specify a write-in candidate: 

Treasurer

Know your candidates: [ Ryūnosuke Akutagawa ] [ Strugatsky brothers ]

Choose a candidate:
- Ryūnosuke Akutagawa
- Strugatsky brothers

Specify a write-in candidate:

Webmaster

Know your candidates: [ Maya Angelou ] [ Douglas Noel Adams ]

Choose a candidate:
- Maya Angelou
- Douglas Noel Adams

Correct the number of selections allowed for this position.
Completing Ballot

Thank you for your participation. You made the following choices:

Chair
Alexandre Dumas

Treasurer
Ryūnosuke Akutagawa

Webmaster
Brian WestBrook

Carefully review the choices you made on the ballot. Your selection can be edited by clicking “Edit choices”.

If you are ready to finalize your ballot, then click on “Complete ballot.”
Vote Confirmation

You're vote has been recorded. You made the following choices.

Chair
Alexandre Dumas

Treasurer
Ryūnosuke Akutagawa

Webmaster
Brian WestBrook

Voting system will show you confirmation of your vote.

Click on the "Voting" link to go back to the list of ballots available to you.
### Status of Vote

**List Ballots**

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<tr>
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<td>Voted</td>
<td>[Contact Election Manager]</td>
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<td>Did not vote</td>
<td>[Vote] [Contact Election Manager]</td>
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</table>

“Status” and available “Action” will change to reflect that you placed your vote.

You can vote on remaining ballots available to you.
Contact Election Manager

List Ballots

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If you have any questions regarding the election, click on “Contact Election Manager” to send an e-mail to the person responsible for the election.
Contact Election Manager

"To" field will be populated with e-mail address of your election manager

Provide a detailed message describing your question.

If you are experiencing a technical difficulty, please include screen shots and copy vtools-voting@ieee.org on your e-mail.
When you are done voting, you can logout by clicking on the logout link.
Thank you for viewing the tutorial. Please remember to visit vTools’ site (http://vtools.ieee.org) to learn more about our projects. If you have any questions regarding vTools.Meetings, please e-mail us at: meetings-vtools@ieee.org.

Thank you!