



PIMA COUNTY

ELECTIONS

iPad/JetPack Guide

Inside the Case

1



iPad Case

1. One case for each polling location.

2. Inside the case:

- iPad
- JetPack (Wi-Fi)
- Charging cords (for the iPad and Jetpack).

2



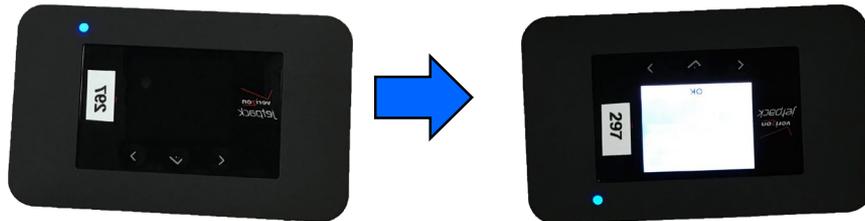
Turning on the JetPack

1



1. Press the Power Button (⏻) on the edge of the JetPack and hold for a few seconds.

2



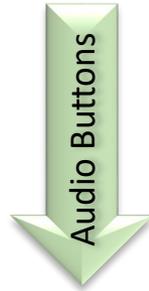
2. The JetPack will cycle through several screens (the screen will go black on its own after a short time even though it is still on).

3



3. To charge the Jetpack, plug the (black) cable into the charging port.

iPad



The audio buttons will not be needed. Please leave them at their current settings.

Power Button

The Power Button turns the iPad "On" and "Off." Press and hold for a few seconds (until the screen comes on; "slide to turn off" appears when turning off).



Pressing the "Home" button will bring the screen back to the main screen so the other apps can be accessed.

Home Button

Turning on the iPad



1. Press the Power Button on the top-right edge of the iPad and hold for a few seconds.
2. After the iPad powers on, the start screen will appear. Press the “home” button on the iPad (blue arrow, left).
3. If any messages appear on the screen, please ignore them and press the “home” button.

Turning on the iPad (continued)

4



4. The screen will change to the passcode screen; enter the passcode “6550” to access the iPad.

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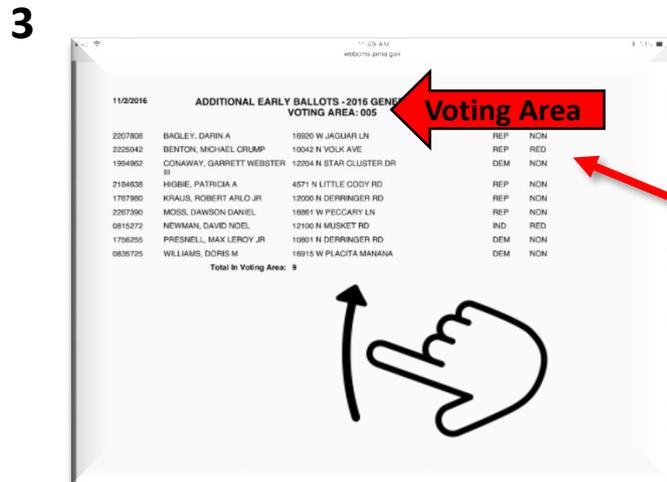
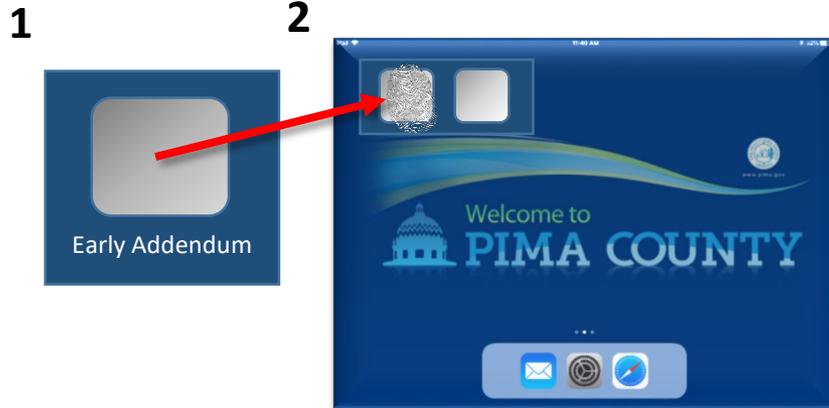
5. The home screen will appear. (The iPad will automatically sync to the Jetpack; the “Wi-Fi” icon will appear in the upper left hand corner of the display screen).

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6. The apps you will need are located near the top of the screen.

“Early Addendum” App

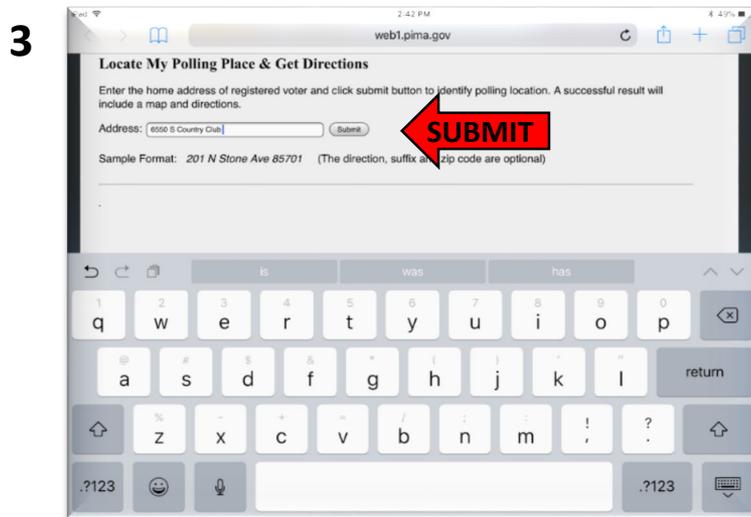


1. The “Early Addendum” app will contain the addendum required to update the Signature Roster and Registers.
2. Select (touch) the app to open.
3. Swipe up, once the page opens, to locate your Voting Area (check to make sure yours is selected).
4. In the Signature Rosters and Registers, write an “E” (in red ink) next to the name of each voter on your Early Ballot Addendum List.

“Find My Polling Place” App

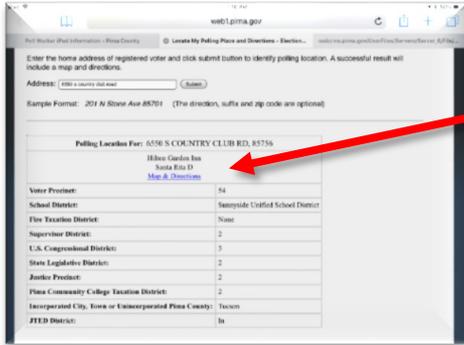


1. The “Find My Polling Place” app will locate the correct polling location for voters that are not listed on your Precinct Register.
2. Select (touch) the app to open it.
3. Enter the voter’s address and hit the “Submit” button.

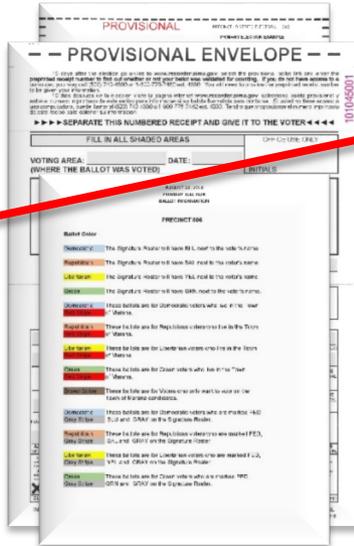


“Find My Polling Place” App (continued)

4



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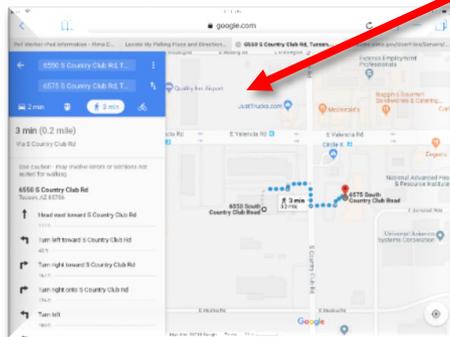


4. The voter's correct polling location will appear.

5. If the voter is already at the correct polling location, follow the procedures to issue a Provisional Ballot.

6. If the voter needs directions to the correct polling location, select “Map & Directions.”

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7. Write the name and address of the voter's correct polling place on the back of the Voter ID slip and give it to the voter.

8. If the voter insists on voting at the wrong polling place, have the voter sign his/her name in the Wrong Precinct book, and send the voter to the Special Situations table to vote a Provisional Ballot.

Turning the iPad off at Closing



1. Press the “power” button on the top-right edge of the iPad and hold for a few seconds.
2. When the iPad closing screen appears, slide right on the power button to power down the iPad.
3. Press and hold the power button on the JetPack.
4. Place everything back into the plastic case, then take it to the Receiving Station.