

# Sequoia Optech Insight – Paper Ballots

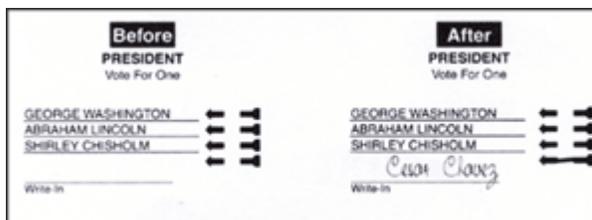
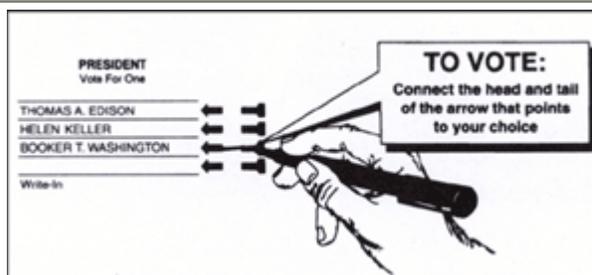
## STEP 1:

- The elections officer will give you a paper ballot that may have contests on both sides of the page. Be sure to check both sides of the ballot for voting opportunities.
- A secrecy folder will also be provided to you. This folder allows you to carry your voted ballot at the poll in complete privacy.



## STEP 2:

- Using the ballpoint blue or black ink pen provided by the poll worker, mark the ballot by drawing one line to connect the head and tail of the arrow that points to your choice. To vote for a write-in candidate, write the name of the write-in candidate in the space provided. You must draw a line connecting the head and tail of the arrow that points to the name you wrote in for your write-in vote to be counted. REMEMBER: Only write-in votes for qualified write-in candidates will be counted. A list of qualified write-in candidates is available at the poll.
- If you make a mistake while voting simply request another ballot from the poll worker.



## STEP 3:

- Feed your ballot into the slot in the front of the "Insight" ballot counter (the blue electronic ballot box). The ballot can be fed into the "Insight" in any direction: upside down, right side up, backwards or forwards.
- The "Insight" counts the votes electronically when the ballots are inserted by the voter. Paper ballots are stored in a locked compartment inside the "Insight."
- If you have overvoted a contest by making more selections than allowed, your ballot will be rejected. You may either vote a second ballot, or override the rejection to have the scanner count all other eligible votes.
- If you do not mark the ballot correctly by, for example, circling your choices instead of connecting the head and tail of the arrow, your ballot will be rejected as a blank ballot. You will then have an opportunity to mark your ballot correctly so your votes will be counted

