

ICX QUICK GUIDE - UPDATED 5/28/22

Voter will have an ICX Voter slip and secrecy sleeve or an ICX Voter slip AND a CVR/Provisional envelope.
Accompany the voter to the ICX device.
Instruct the voter in the use of the device and to take the voted ballot in the secrecy sleeve to the correct Ballot Box or in the provisional envelope to Provisional/CVR clerk.
Insert the Poll Worker card to start the voting session.
Type the ballot activation code associated to the voter's ballot. For Precinct Ballot, Activation code is the CON# (i.e., 101). For Provisional Ballot, Activation Code is CON#PROV (i.e., 101PROV)
Remove the activation card and take it with you before leaving the voter to vote in private.
Tally the ballot issuance on the ICX Ballot Tracking and Seal Log. Assign it to the Con# on the ICX ballot slip and ballot type (PCT or Prov).
Spoiled Ballots <ul style="list-style-type: none">Place Spoiled Ballot Do Not Count label over the QR code and place in Envelope for Spoiled and Surrendered Ballots.Activate another session for voter.Tally spoiled ICX ballot on ICX ballot statement.Voter can only receive a maximum of 3 ballots.
See ICX manual for instructions on set up, closing, disinfecting and troubleshooting.