

DS200

OPENING HANDBOOK



Opening the DS200 on Election Day

SEALS



Wire strap seals on sides of DS200 are NOT to be removed.



Cut
the strap seal from
the front clasp of the
DS200

*Verify the number on the strap
seal with the number on your
Confirmed Testing Report
emailed to the District Clerk*

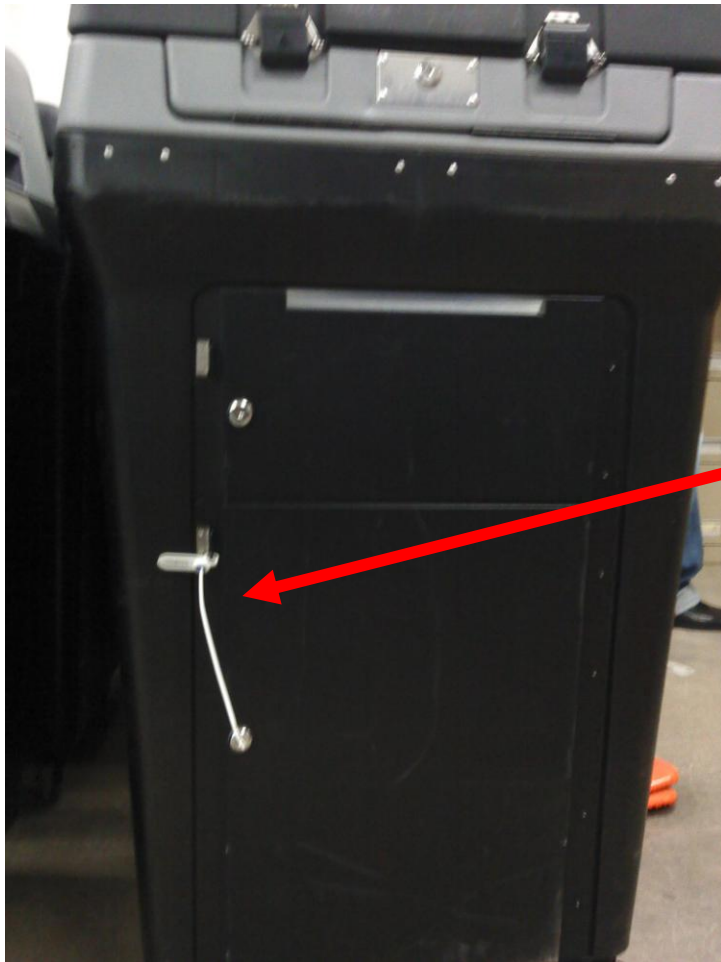


Using silver key open Ballot
Compartment door



Place your Ballot Box
or Bin inside Ballot
Compartment.

**MAKE SURE
THE TOP OF THE
BOX IS OPEN FOR
THE BALLOTS**

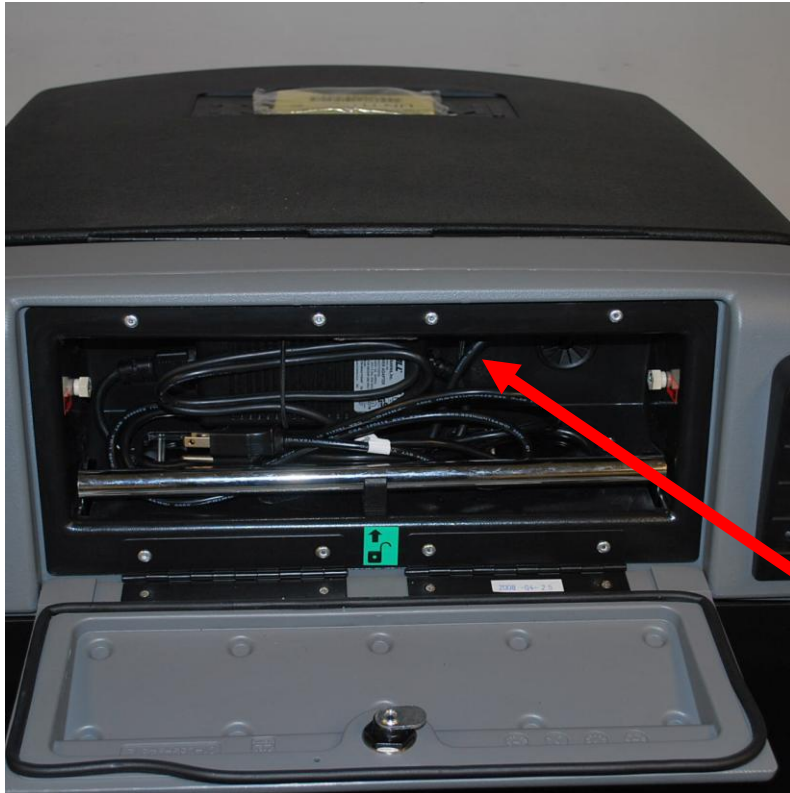


Lock Ballot
Compartment Door.

*Sealing it is your
option*



Turn machine
around.
Using the silver key
unlock back
compartment



Remove cord and plug into electrical outlet. Use an extension cord, if necessary.

Please note ,you will not be provided with an extension cord

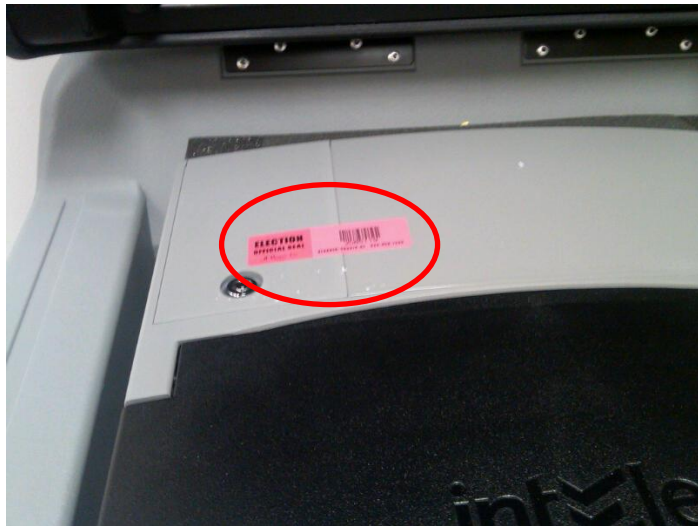
Make sure Battery Pack is plugged in

Close & lock compartment door, with cord exiting the side of door (from top)



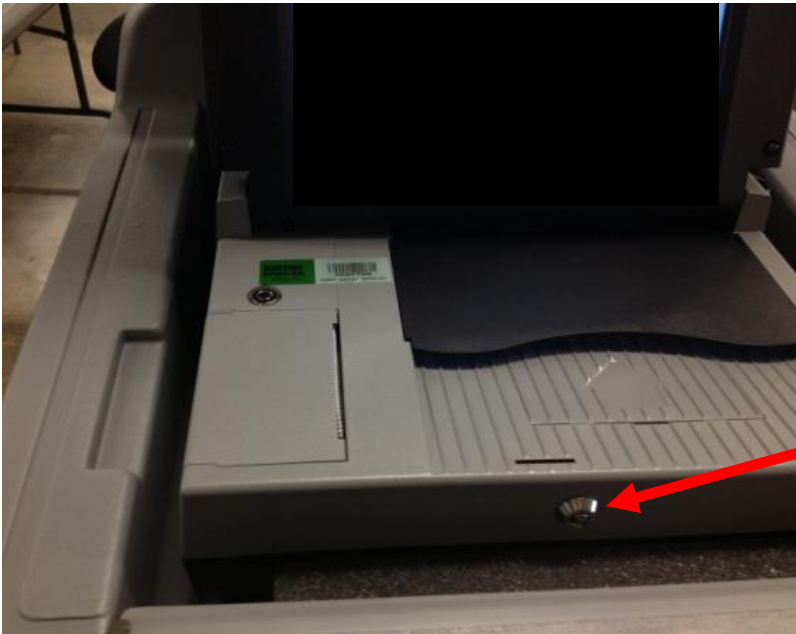
Open the top clasps
of the DS200

Using the silver key,
unlock the Scanner lid



Verify the number of
the **RED** Sticker Seal on
the lid with your
Confirmed Testing
Report emailed to the
District Clerk

Do NOT Remove



Using the (black) barrel key, unlock the Scanner of the DS200 and lift up monitor.

Scanner monitor remains open until closing



DO NOT Remove
Sticker Seal by
printer until the end
of the evening

*Verify number with your
Confirmed Testing Report
emailed to the District Clerk*



Using the silver key
open Emergency Bin
door





Verify bin is empty



Bottom drawer of
Emergency Bin is
stationery and does not
open



Make sure flap is up
Re-lock Emergency
Bin



Remove keys, put in a
place for safe keeping
during the day

ELECTION PASSWORD
(ELECTION CODE)

(District Name)

First letter is capitalized

DS200 Boots up

Election Code Requested

*The Election Code is the
machine Password that is also
on your Confirmed Testing
Report emailed to the District
Clerk*

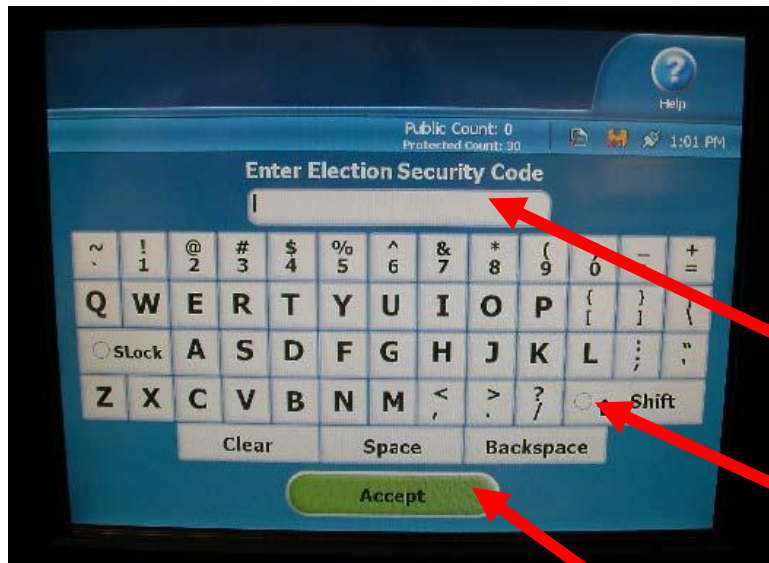
Using the Touch screen keyboard, select the letters of the code.

*Letters selected will briefly appear in the window before turning into asterisks (**)*

Wait for the asterisk to appear before selecting the next letter.

For Capital Letters, press the Shift key, the circle will turn yellow, then press the letter

When complete, press 'Accept'





DS200 processes
the election
information.

A Configuration
report
prints automatically.

*** CONFIGURATION REPORT ***
11:12 AM September 17, 2010
Unit Serial Number: 0209360988

VOTING DEVICE INFORMATION

HARDWARE CONFIGURATION
Current Time Date:
11:12 AM September 17, 2010
Time Zone: America/New_York
Diverter Status: Not Detected
Touch Screen: OK
Power Source: AC
Battery Charge: 100%
Modem Status: Not Detected

STORAGE
Available System Log Storage: 27 MB
Available Ballot Storage: 3808 MB
Available Backup Storage: 0 MB

FIRMWARE
Paper Processing Engine: 2.1.0.0
Hardware Abstraction Engine: 2.1.0.0
Tabulation Engine: 2.1.0.0
Scanning Engine: 2.1.0.0
Presentation Engine: 2.1.0.0
Scanner Firmware: 2.13.0.0
Power Management Firmware: 1.2.2.0
Operating System Version: 2.1.0.0
Firmware Last Updated On:
Thu Mar 18 17:15:19 UTC 2010

Protected Count: 475

Configuration Report lists:

- ❖ Voting Device Information
- ❖ Protected Count –*verify with count on screen*



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Election Name: 09GCRT
Election Date: 2009-05-15
Election Qualification Code: 87e6f90c

ELECTION LOADED

ELECTION STATUS
Poll Opened Date: September 17, 2010
Poll Opened Time: 9:47 AM
Poll Closed Date: September 17, 2010
Poll Closed Time: 9:51 AM
Poll Status: Not Opened
Public Count: 0

ELECTION INFORMATION
Jurisdiction Name:
Acceptance Test Landscape
Election Description:
Acceptance Test Landscape
Election Date: May 14, 2009
Poll Place ID/Name:
109001/Building 0
Election Type: GENERAL
Number of Election Districts: 1

BALLOT INFORMATION
Ballots By: Election District
Ballot Height: 19.0
Ballot Width: 8.5
Ballot Rows: 70
Ballot Columns: 24
Ballot Art Work: DSIM
Target Type: oval

ELECTION SETTINGS
Ability to Re-open: Yes
Number of Zero Tapes to Print: 1
Number of Result Tapes to Print: 1
Print Event Log on Close: No
Transmit Results on Close: No
Report Data on Close: No

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(con't)

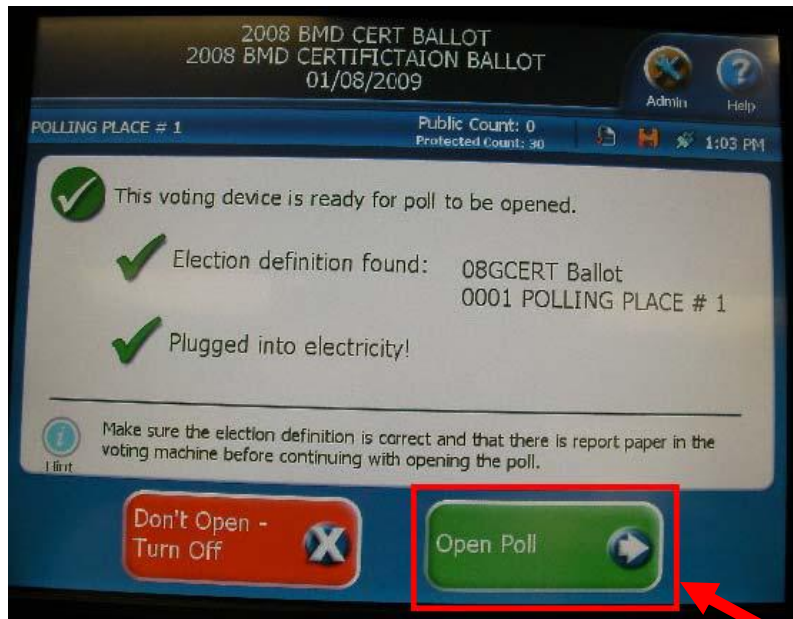
- ❖ Public Count – verify with count on screen
- ❖ Public Count - must be “0”



- ❖ Polling Location – confirm information for accuracy

Ready to Open

After report prints, DS200 lets you know that it is ready to be opened.



Select 'Open Poll'



Ballot Status

After selecting
'Open Poll', the
Zero Report Tape
will print.

9:47 AM September 17, 2010
Unit Serial Number: 0209360988

Acceptance Test Landscape
Acceptance Test Landscape
123 Building 3

Election Date: May 15, 2009
Poll Opened Date: September 17, 2010
Poll Opened Time: 9:47 AM

Poll Closed Date: No
Poll Closed Time: No

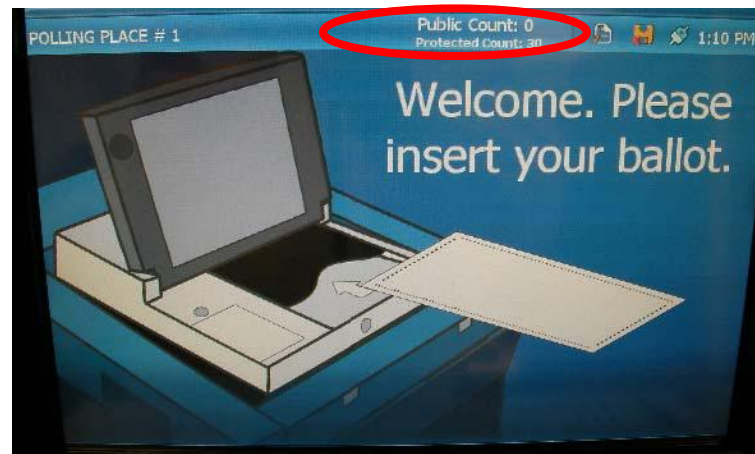
Public Count: 0

Poll Voting Report

Total Ballots: 0

Zero Report lists:

- ❖ Time Machine was opened*
- ❖ Public Count – verify with count on screen



* Time shown is only used as an example

WE, THE UNDERSIGNED, DO HEREBY CERTIFY
THAT ALL COUNTERS WERE ZERO (0) WHEN THE
POLLS OPENED AND THAT THE ELECTION IS
BEING HELD IN ACCORDANCE WITH THE LAWS
OF THE STATE.

Election Inspector

Election Inspector

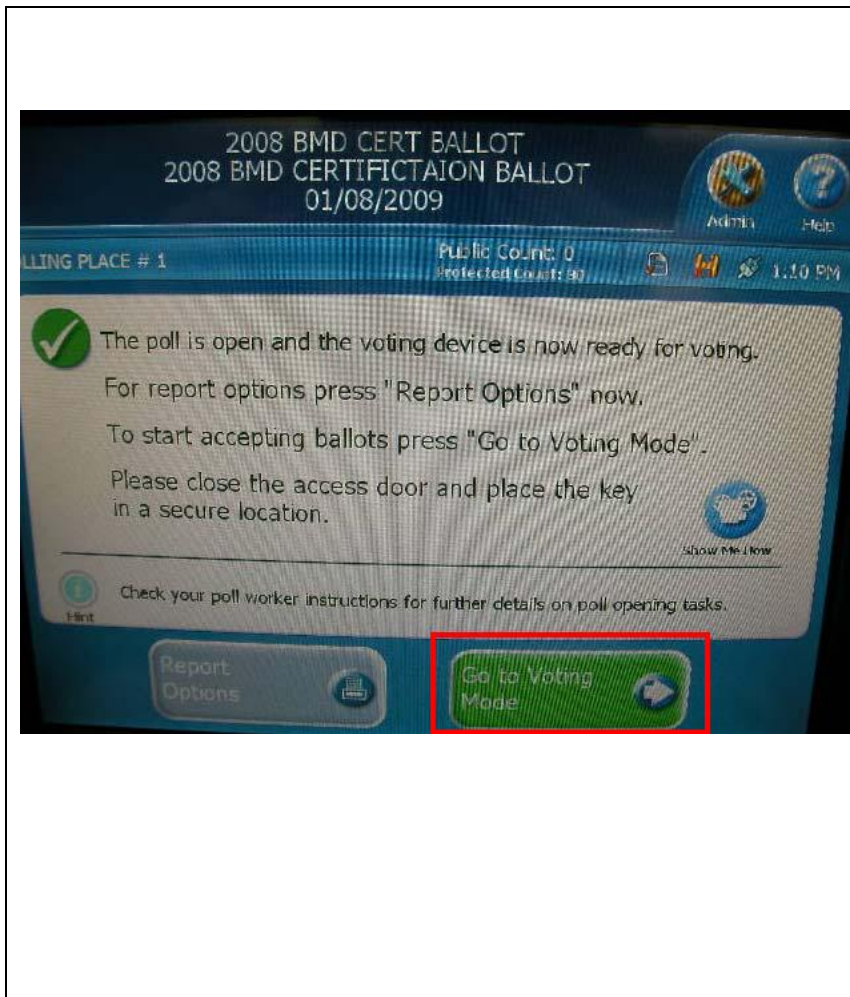
Election Inspector

Election Inspector

123 Building 3
Unit Serial Number: 0209360988

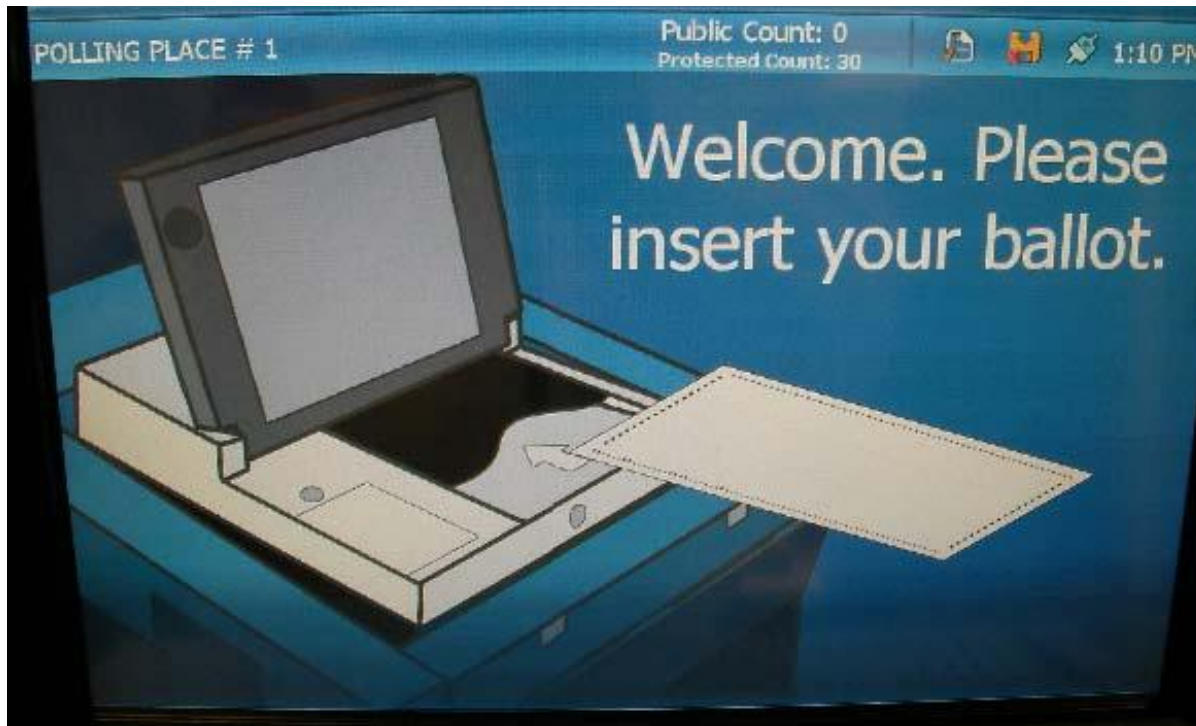
*** END OF REPORT ***

❖ Signature lines for all
Inspectors to sign



VOTER READY!

Screen prompt:
Select '**Go to Voting Mode**'



The DS200
is now ready
for voting.

Please Note: *If the screen goes black during the day, tap the screen to bring it up, but please make sure the machine is plugged in properly and is not on battery power. If the machine is on battery power, you will see a battery icon instead of the plug icon on the top of the screen and the screen itself will be static – the ballot will not be moving.*

If it still does not go on, notify the Board of Elections.

Face machine away from the public

Leave enough room for voters to scan their
ballots in private

Lock the wheels

***You have successfully opened the DS200.
Congratulations!!***