

## Fairfax County GOP Poll Watchers Reporting Form Update 10-10-2024

Here is a link to a new 6 minute training video that describes recent changes that the FCOE has implemented as they've made updates to their DS200 machine naming. Now, instead of referring to the DS200s as DS200#1, DS200#2, and DS200#3, or even by serial number as they have in past years, they are now naming the DS200s by a cardinal number and putting a handmade paper sign on the front of each machine indicating that machine's number. They started with machines 1, 2, and 3. As they make clamshell changes, they are naming the replacement DS200s in successive order. We now have machines 3, 4 and 6. Once the thumb drives on machine 3 reach their storage limit, that machine will likely be replaced by machine 7.

We have resolved the reporting challenge this represented for us, since our report forms all refer to DS200#1, DS200#2, and DS200#3. We have updated our report forms to now ask for the DS200 machines by their new machine number name (Handwritten Number on the Front of the DS200) for each machine you will be reporting data. Please report each machine in order, lowest to highest machine number.

### **OPENING SHIFT REPORT**

Opening shift: Report numbers from your equipment observations, **Daily DS200 Log**, or the **Machine Certification Form**.

<b>1st DS200 Machine Reported</b>		<b>2nd DS200 Machine Reported</b>		<b>3rd DS200 Machine Reported</b>	
Handwritten Number on front of DS200		Handwritten Number on front of DS200		Handwritten Number on front of DS200	
Red Tape Seal #		Red Tape Seal #		Red Tape Seal #	
Top Lid Zip Tie Seal #		Top Lid Zip Tie Seal #		Top Lid Zip Tie Seal #	
Public Count		Public Count		Public Count	
Protected Count		Protected Count		Protected Count	
Opening Cumulative Poll Book Count					

Simply note on your form the number of the machine you are reporting for. e.g., if the first machine is for DS200#3, then note a 3 in the box, **HANDWRITTEN NUMBER ON FRONT OF DS200** below the line: that reads: " 1<sup>st</sup> DS200 Machine Reported." Do the same for the second and third machines. Whatever the handwritten number on machine, note that on your form.

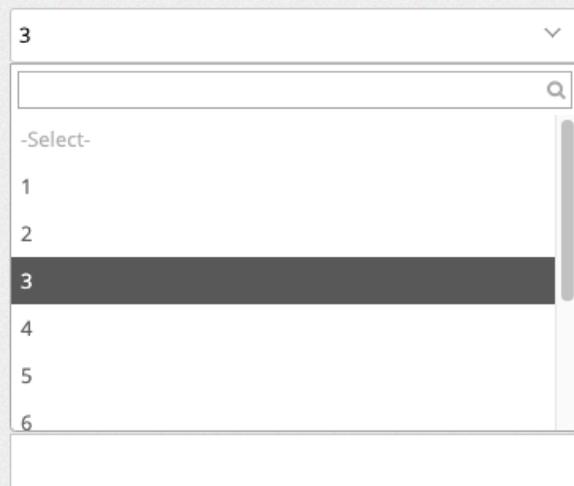
Then when you submit your data in the online form, you'll see drop down boxes and you can select a number that corresponds to the machine number you are reporting for.

**CLOSING SHIFT REPORT:** For each DS200 you want to enter data for, select the DS200 Number from the Dropdown list.

Select the **FIRST** DS200# you are entering data for:

Click the down arrow on the line reading SELECT.

Select the **FIRST** DS200# you are entering data for:



The screenshot shows a dropdown menu with a search bar at the top. The menu is open, displaying a list of numbers from 1 to 6. The number 3 is highlighted in a dark grey bar, indicating it is the selected option. The number 3 is also visible in the dropdown's header area. A search icon is present in the top right corner of the menu.

Then select the number of the first machine you're reporting for. In this case, we're showing reporting for DS200 #3. Continue for each machine.

Nothing else about our reporting has changed. By making this singular change, the closer's report will be accurate and will transmit to the poll watcher signed up for tomorrow's opening shift. That opening PW will receive both the cardinal machine number (1, 2, 3, etc.) and the pertinent data about each machine (seal number, zip tie seal number, public/protected counts, etc.).