

# ACCU-VOTE TEST AND SET-UP PROCEDURES

Insure that the battery is charged. This can be accomplished by simply turning the unit on while it is plugged in without a memory card installed. Leave the unit powered on for 5 or 6 hours.

Charging the battery can be done at any time within 3 weeks of the election. We recommend you charge your machine(s) the night before you plan to do the testing (just turn them on & plug them in).

When you receive the programmed memory card from LHS, power the unit on and install the memory card when the display reads "Install Memory Card".

<b>LCD DISPLAY</b>	<b>RESPONSE</b>
TEST BALLOTS?	Y
TEST UNVOTED BALLOTS?	N
TEST FULLY VOTED BALLOTS	N
COUNT TEST BALLOTS?	Y
PRINT ZERO TOTALS?	N
RECIRCULATE BALLOTS?	N

Insert the test ballots into the machine in all orientations (insure that all ballots are marked correctly with optical scan pens).

After all test ballots are put through, insert the precinct ender card while holding the Y and N buttons.

<b>LCD DISPLAY</b>	<b>RESPONSE</b>
PRINT TEST RESULTS REPORT?	Y
PRINT LONG REPORT?	N

Check the printout against your hand count of the test ballots.

**OVER**



LHS Associates, Inc.  
13 Branch Street  
Methuen, Massachusetts 01844

Phone: 1.888.547.8683  
Fax: 1.978.687.3670 / 1.978.687.9962

After the test results are verified and are correct and testing is complete, answer “NO” to need another copy & continuing answering the rest of the questions.

If the results on the printout don't match your hand count, turn the machine off & on & rerun your test. If it still doesn't match, double check your hand count. Once you're sure your hand count is correct & you've tried your test 2 times and it still isn't matching feel free to contact our office.

<b>LCD DISPLAY</b>	<b>RESPONSE</b>
NEED ANOTHER COPY?	N
REPEAT TEST?	N
SEND TEST RESULTS?	N
PRINT TEST TOTALS REPORT?	N
PRINT AUDIT REPORT?	N
PREPARE FOR ELECTION?	Y
OK TO PREPARE FOR ELECTION?	Y

When “Remove Prepared Memory Card” appears on the display, just power the unit off (there is no need to remove the card).

The accuvote unit and the memory card are now ready for election day.

If you would like to insure that the unit is ready for election day, simply turn the unit on and it should begin to print the zero report. As soon as it starts to print the report, you may turn it off.

The Accu-Vote unit will again print a zero report on election morning.



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