










## POLL WORKER TRAINING QUICK REFERENCE GUIDE

The success of any election relies heavily on the preparedness of election judges and clerks. While this list is not exhaustive, consider incorporating these elements into any county developed poll worker training.

 signifies legislative changes

Important Information	
<input type="checkbox"/>	Elections Office/Warehouse Important Contacts
<input type="checkbox"/>	Emergencies in the Polling Place
<input type="checkbox"/>	Vocabulary/Glossary
<input type="checkbox"/>	Duties and Expectations
<input type="checkbox"/>	Poll Worker Payroll
General Policies	
<input type="checkbox"/>	Electioneering
<input type="checkbox"/>	Sound Amplification Devices
<input type="checkbox"/>	Prohibition of Wireless Devices 
<input type="checkbox"/>	Written Materials Distributed/Brought by Voters
<input type="checkbox"/>	People Permitted in a Polling Place
<input type="checkbox"/>	Assistants and Interpreters 
<input type="checkbox"/>	Poll Watchers 
<input type="checkbox"/>	Etiquette with People with Disabilities
<input type="checkbox"/>	Conflict Resolution and De-escalation
Polling Place Setup	
<input type="checkbox"/>	Required Oaths
<input type="checkbox"/>	Supply Pick Up and Drop Off
<input type="checkbox"/>	Parking Permits, Keys, Alarm Codes, and Contacts
<input type="checkbox"/>	Polling Place Layout
<input type="checkbox"/>	Review Election Materials
<input type="checkbox"/>	Organize Forms and Supplies
<input type="checkbox"/>	Check-in Station Setup
<input type="checkbox"/>	Voting Area Setup
<input type="checkbox"/>	Accessible Voting Equipment
<input type="checkbox"/>	Ballot Tabulating or Ballot Box Area Setup
<input type="checkbox"/>	Curbside Voting Setup 
<input type="checkbox"/>	Required Signage
Opening the Polling Place	
<input type="checkbox"/>	ePollbook and Mifi or OLRV

<input type="checkbox"/>	Ballot Marking Devices
<input type="checkbox"/>	Ballot Tabulator or Ballot Box
<input type="checkbox"/>	Prepare Official Ballots
Qualifying and Processing Voters	
<input type="checkbox"/>	Acceptable Forms of Identification (List A)
<input type="checkbox"/>	Supporting Forms of Identification (List B)
<input type="checkbox"/>	Reasonable Impediment Declaration
<input type="checkbox"/>	Statement of Residence 
<input type="checkbox"/>	Similar Name
<input type="checkbox"/>	Curbside Voting 
<input type="checkbox"/>	Provisional Voting
<input type="checkbox"/>	Ballot by Mail Surrendering
<input type="checkbox"/>	Ballot by Mail Not Surrendering
<input type="checkbox"/>	Voter Not Found
<input type="checkbox"/>	Permanent Exemption
<input type="checkbox"/>	Address Suppressed
<input type="checkbox"/>	Already Voted
<input type="checkbox"/>	Address Not in Election
<input type="checkbox"/>	Spoiled Ballots
<input type="checkbox"/>	Abandoned Ballots
<input type="checkbox"/>	Fleeing Voters
<input type="checkbox"/>	Cancelling a Check-In
<input type="checkbox"/>	Limited Ballots
<input type="checkbox"/>	Emergency Ballots
Suspending and Closing the Polls	
<input type="checkbox"/>	Early Voting—Suspending the Polls (Daily)
<input type="checkbox"/>	Early Voting— Suspending the Polls (Last Day)
<input type="checkbox"/>	Election Day—Closing the Polls
<input type="checkbox"/>	Preparing and Distributing Election Records
Understanding Voting Systems	
<input type="checkbox"/>	ES&S and Hart