

# Metro Washington Council

## 2020 Election General Instructions

- An email will be sent to MWC delegates who have been verified and checked in on the Zoom call. This email is "From" DC Labor and is sent from the email address [invitations@mail.electionbuddy.com](mailto:invitations@mail.electionbuddy.com)
- The email will contain instructions on how to vote, as well as a unique link for voting. **DO NOT SHARE THIS LINK!** It is unique to you and sharing it would enable someone else to cast your ballot. You will click on the link to start voting (example of the email below)

You are invited to participate in a test vote for DC Labor Council AFL-CIO 2020 Election.

We are using an online election system to tabulate our votes. You have been assigned a unique access key which can only be used to vote once, and your voting choices will remain anonymous. Do not forward this email. Do not reply to this email to vote, as your vote will not be registered.

If you have election questions, feedback or want to be removed from future ballot lists, please email ElectionBuddy Support at [dclabor@electionbuddy.com](mailto:dclabor@electionbuddy.com).

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To vote, visit:

<https://secure.electionbuddy.com/m/dclabor/icecreamtest>

To reach the landing page:

[secure.electionbuddy.com/m/dclabor](https://secure.electionbuddy.com/m/dclabor)

Or copy and paste the above links into your web browser.

Your access key is {{ Access Key }}

Your password is {{ Password }}

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- - If you follow the top link, you will be brought to the ballot which will contain the instructions and the ballot information. You will then select who you want to vote for based on the instructions. If you follow the bottom link you will be brought to the landing page where you can select the orange button. After selecting the orange button you are brought to the ballot which will contain the instructions and the ballot information. You will then select who you want to vote for based on the instructions.
  - After you have selected your choices, you will then be asked to verify your vote.
  - Once you have verified your vote you will be asked to submit the ballot. **NOTE: You must submit the ballot in order for it to be counted!**

- After the ballot is submitted you will be led to a confirmation page which will give you a unique confirmation code.
- Once you voters have recorded your confirmation code, select the button “Next Vote” and will be brought to the landing page where you’ll wait for the next vote to open.

## The voting process, step by step

Your voters access the ballot and make their selection:



### DC Labor Council AFL-CIO 2020 Election

#### What is the best flavor of ice cream?

Select exactly 1 of 5 options or choose abstain to vote for none of the options.

Option	
Chocolate	<input type="radio"/>
Vanilla	<input type="radio"/>
Strawberry	<input type="radio"/>
Mint Chocolate Chip	<input checked="" type="radio"/>
Banana	<input type="radio"/>
Abstain	<input type="radio"/>

Verify your selection

Your voters select “Verify your selection” and are brought to the “Verify” page:



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Review your choices below. To change, choose 'Edit ballot' or to finalize and vote, choose 'Submit ballot'

What is the best flavor of ice cream?

Mint Chocolate Chip

« Edit ballot

Submit ballot »

Here, your voters check their selection and either choose to go back and “Edit ballot” or to “Submit ballot”. Once your voters select “Submit ballot” they will be brought to the confirmation page:



### Thank You!

You're done! Your ballot choices have been registered and your verification code is 6e807ff754bde59

Next Vote

Your voters can take down their verification code and then select “Next Vote”:



## DC Labor Council AFL-CIO

Please wait for the next vote to appear below.

When Meeting Votes are live, the buttons to access the voting process will appear here.

Your voters will wait on the landing page until the next vote goes live:



## DC Labor Council AFL-CIO

Please wait for the next vote to appear below.

[Test President 2](#)

This process will continue until all voting is complete.