

# Voting System Acceptance Testing

## Direct-Recording Electronic/ Touchscreen Voting Machine Testing

**FRANK LAROSE**  
Ohio Secretary of State



Unit Serial Number	
Unit Asset/Identification Tag Information	
Software/Firmware Version	
Date of Test	
Test performed by	

**Examination instructions:** If during any of the three examinations the response of “No” is indicated, the acceptance test should stop and the issue resolved. The unit should then be re-examined before deployment. Any reports or printouts produced during the testing should be retained along with this document.

### Physical and Visual Examination

All required components (e.g., cords, media devices, ballot storage containers, printers, etc.) are included with the scanner unit as described in the lease documentation.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Detail items not provided:</b>	
Equipment and its components, including power cords or cables, are free from physical defects, cracks or dents. Record accordingly any damage and, if necessary, repair or replace.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Detail damaged items:</b>	
The Voter-Verified Paper Audit Trail (VVPAT) printer and any ballot storage container functions correctly (i.e., doors open, doors latch, paper advances, etc.) and is capable of being sealed with tamper-evident/security seals.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The ballot storage container functions correctly (i.e., doors open, doors latch, etc.) and is capable of being sealed with tamper-evident/security seals.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The unit's media ports are capable of being sealed.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The unit and functional components are labeled with the proper asset or identification tags.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Voter-Verified Paper Audit Trail (VVPAT) and/or report printer is loaded with paper and is capable of being sealed with tamper-evident seals.	<input type="checkbox"/> Yes <input type="checkbox"/> No

### Diagnostic Examination

The correct Federal and State certified version of firmware and/or software is installed on the device.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The correct date and time are displaying on the device. If not, update accordingly.	<input type="checkbox"/> Yes <input type="checkbox"/> No, date and time cannot be updated.
The date and time will automatically adjust to time changes due to daylight-savings time changes. If not, program to automatically update.	<input type="checkbox"/> Yes <input type="checkbox"/> No

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Disconnect A/C power from the device. Ensure it operates using only battery power. Determine and record the charge status of the battery using the device settings.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Detail charge status or percentage of battery life:</b>	
The system controls that adjust screen brightness, intensity, and contrast function correctly and as expected.	<input type="checkbox"/> Yes <input type="checkbox"/> No

### Functional Examination

All buttons or display options function correctly and allow for proper navigation from screen to screen or option to option. Calibrate as necessary per the vendor requirements.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Insert media loaded with an election for testing purposes.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The device recognizes that the media is inserted.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Unit starts up properly and as expected per manufacturer/vendor documentation.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Unit is set to zero and prints a report demonstrating that the unit has zero results.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Voter-Verified Paper Audit Trail (VVPAT)/report printer is printing properly with fully readable text (size and quality).	<input type="checkbox"/> Yes <input type="checkbox"/> No
Insert the activation card and ensure the voting process begins.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Using a pre-determined pattern, select choices on the device, testing to ensure that a message or warning appears when the following occurs: <ul style="list-style-type: none"> <li>• A contest is over-voted.</li> <li>• A contest is under-voted.</li> <li>• A contest containing a write-in candidate.</li> </ul>	<input type="checkbox"/> Yes, warnings/messages appear appropriately. <input type="checkbox"/> No, warnings/messages do not appear appropriately.
<b>Detail any issues:</b>	
<b>DRE Devices</b> (which print the choices a voter makes on a voter-verified paper audit trail (VVPAT)): <ol style="list-style-type: none"> <li>1. The ballot must be presented to the voter for review before the ballot is tabulated.</li> <li>2. Print quality should be dark enough to read.</li> <li>3. The printed VVPAT must accurately and completely reflect the choices made and must match the tabulated results.</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Touchscreen Devices</b> (which produce a record of votes cast [including devices which scan and tabulate the record of votes cast internally]): <ol style="list-style-type: none"> <li>1. The ballot or ballot card must be presented to the voter for review before the ballot is tabulated.</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

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2. Print quality should be dark enough to read. 3. The printed ballot must accurately and completely reflect the choices made and must match the tabulated results.	
The unit provides the proper warnings/messages to voters based on the manner in which each contest/ballot was marked.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The ADA controls (including tactile devices/pads, sip & puff device, levers, etc.) and all audio functions (i.e., speed and volume adjustment and repeat, etc.) work properly.	<input type="checkbox"/> Yes <input type="checkbox"/> No
All counters, including the master or "protective" counter are increasing and displaying properly.	<input type="checkbox"/> Yes <input type="checkbox"/> No
After closing the election, the unit produces a printed results report.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The results report matches the pre-determined results.	<input type="checkbox"/> Yes <input type="checkbox"/> No
The unit is zeroed out and turned off.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Media is removed from the device.	<input type="checkbox"/> Yes <input type="checkbox"/> No

**General Comments and Notes:**

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