Quick Start Instructions for using the ES&S intelljct DS200 Digital Image Scanner

1. Step One: Receive your ballot.
Receive ballot from poll worker. You may also receive a privacy sleeve to shield your votes from view.

2. Step Two: Mark your selections.
For every contest, make the selection of your choice with the approved marking device provided. It is very important that you mark your ballot properly, please see instructions below. For write-in candidates, fill in the oval next to the words “Write In” and write the candidate’s name on the line.

Many elections provide messages in multiple languages. If so, select the language of your choice for on-screen messaging by touching the corresponding button on the display screen.
Insert your ballot into the ballot acceptor. The DS200 will accept ballots in any orientation (backward, upside down, etc.).

4. Final Step: Review the screen.
Check the display screen to see whether there are any issues with the ballot such as overvoting, undervoting, and blank ballots. Press “DON’T CAST — RETURN” on the touch screen to get the ballot back to make changes. If you’d like to override the on-screen message and submit your ballot as-is, select “ACCEPT” on the touch screen. To complete the process and cast your ballot, press the “CAST BALLOT” button.
The display screen will notify you when your ballot has been cast successfully.

How to Mark a Ballot Correctly.
It is important that you mark your ballot properly before inserting it into the ES&S DS200 Digital Image Scanner to ensure that your vote choices are counted correctly.

- Mark your ballot by completely darkening the oval next to your choice. Do not use an “X” or other notation.
- Use only the approved marking device provided by election officials or found in the voting booth.
- If you make a mistake in marking your ballot, please ask the election officials for a replacement ballot.
- Do not fold your ballot before inserting it into the ballot acceptor.
- If you have any questions regarding your ballot, please ask an election official for clarification before depositing your ballot into the DS200.

Correctly marked oval
Incorrectly marked ovals