

# ***SUPERINTENDENT OF ELECTIONS***

***501 River Street  
Paterson, NJ 07524***

***(973) 881-4515***

## **QUICK GUIDE FOR MORNING SET UP**

- 1. Find the extension cord and plug strip which are both located in the maroon bags. Plug the extension cord into a wall outlet and plug strip into the extension cord.**
- 2. Locate the Cradle Point in back of the marked voting machine, see picture below, (**one per polling site**), plug it in, it turns it on automatically (no power switch).**



- 3. Confirm the Print Server number matches the E-Poll Book number**



- 4. Plug in the Print Server. A steady green light indicates the print server is powered on. Plug in the printer power supply (both ends), then turn on the printer.**

**5. Wait 1 minute before moving to step 6**

**6. Plug in and turn on the E-Poll Book**

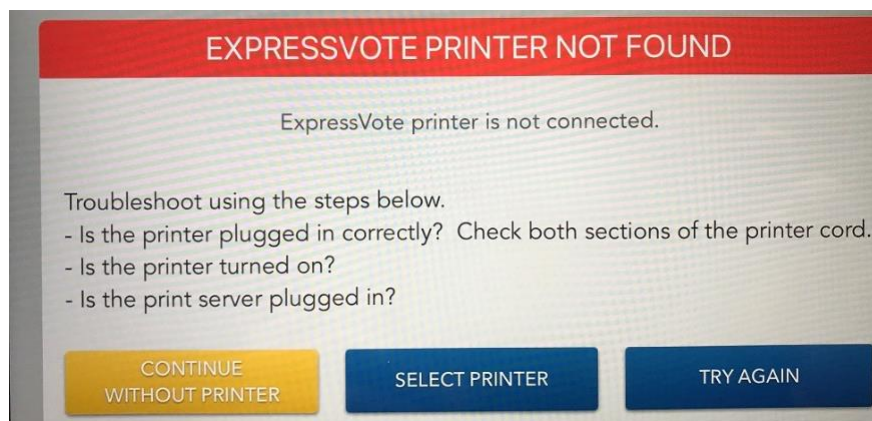
**7. Log into the E-Poll book with your name and password (*The password is found on the back of the voting machine key envelope*)**

**At this point you should have the option to test the printer.**



Insert a blank activation card into the Express Vote Printer by the notched corner to the right  
Tap the blue TEST PRINTER button on the E-Poll Book...a test activation card should print.  
Place the activation card in the spoiled ballot envelope.

If Printer is **NOT** found, follow the three trouble shooting steps on the screen:



If after following the three troubleshooting steps you are still not able to print call:

**973-881-4996**