

State of Wisconsin \ Government Accountability Board

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DATE: January 26, 2014

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Allison Coakley
Elections Training Coordinator

SUBJECT: Election Day Duties: Special Topics

Webinar for Clerks, Chief Inspectors and Poll Workers
Absentee Voting: Election Day Duties: Special Topics
Wednesday, January 28, 2015: 9:00 a.m. – 11:00 a.m.

Web link: <https://attendeegotowebinar.com/register/231051737499179265>

Please note that our webinar series agendas have been revised slightly. We plan to provide some new demonstration videos as part of the March 4, 2015 webinar **Preparing for the April Election**. We are broadcasting an election administration training webinar that was posted late last year on our website, but has not been part of an earlier webinar: *Voter Registration*. In addition, we will be rebroadcasting two short demonstration videos from a webinar aired last year: *Provisional Voting* and *Challenging an Elector*. They are at the end of the agenda if you do not wish to review this information.

- Clerk Communications
 - Municipal Clerks Training Report
 - Status of Voter Photo ID
 - Other Information
- Voter Registration (video tutorial)
- Completing the GAB-104 (Inspector's Statement)
- Assisting Electors
- Curbside Voting
- Counting Write-Ins
- Reconciling Poll Lists (Discussion - What Would the G.A.B. Do?)
- Provisional Voting (video tutorial)
- Challenging an Elector (video tutorial)

Reference materials for the webinar have been posted on our website as an attachment. The webcast will be posted by the Thursday following the session on the G.A.B. website for clerks to use for their own education and training their election workers: <http://gab.wi.gov/clerks/education-training/webinars>. The training counts toward clerk and election worker certification whether you participate in the live webinar or review the recording at a later date.

Live Webinar Requirements

You must be able to view videos on your computer, using a media application such as Windows Media Player. You will be connected to audio using your computer's speakers. If you are unable to access the

audio over your computer speakers, you may select “Use Telephone” after joining the webinar. Using the telephone for audio is a **toll charge**. If you have questions about the technical aspects of the webinar, please contact the Help Desk at gabhhelpdesk@wi.gov or (608) 261-2028.

The webinar has a maximum of 500 participants. In response to input from clerks, phones will be muted to reduce ambient noise. Questions may be typed in and will be answered by G.A.B. staff for the benefit of the participants as time allows. A list of Frequently Asked Questions (FAQs) generated from the webinar will be posted after the webcast.

We look forward to you joining us for the webinar on Wednesday. If you have ideas or suggestions for future webinar topics, please contact me: allison.coakley@wi.gov or (608) 261-2033. Thank you.