

WisVote “Getting Started”

Welcome to the new WisVote elections software system. This document contains some basic information to assist you in getting more familiar with the WisVote system.

For more detailed information on logging into WisVote and navigating WisVote it is recommended that you review Chapter 1 – Introduction in the WisVote Manual (see: [WisVote Manual Learning Center](#)). Below is some brief information on accessing WisVote and some great to know basic information. We highly recommend that you read this document prior to accessing WisVote.

Log In to WisVote

1. Open the **WisVote URL**: www.wisvote.wi.gov in Internet Explorer
2. Enter the Username and Password

Note: You must enter **SVRS** before your username in order to access WisVote

Username: **SVRS***Username*

Password: *your current SVRS password*



State Of Wisconsin
Web Login Page

Enter your user ID and password. For assistance, please contact your system administrator.

SVRS\Robinz

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Sign in

- You will have to keep Citrix on your computer in order to update your password in the future.
- It is recommended that you use Internet Explorer as your web browser when accessing WisVote.
- Once you have accessed WisVote, disable your pop-up blocker for the WisVote website. WisVote utilizes several pop-ups throughout the system and disabling the pop-up blocker will maximize your ability to see all screens.

Navigating WisVote

The Easy Navigate page is the homepage for the system and is displayed when you login to WisVote. The homepage is structured around task tiles. There are four categories of information that house the tiles, 1) Voter, 2) Election, 3) Address and 4) Training (see: [1.4 WisVote Tiles](#) for a brief explanation of each tile).

Note: As you are navigating WisVote, several areas are linked by internal hyperlinks. For example, if I am reviewing an address record and I click on City of Menomonie – Dunn County, I will be sent to the City of Menomonie – Dunn County jurisdiction page.

ADDRESS
1001 TAINTER ST, MENOMONIE

GENERAL

RESIDENCE

House Number* 1001
 Street Name* TAINTER ST
 Building Name --
 Unit Type --
 Unit Number --
 Postal City* MENOMONIE
 State* WI
 Postal Code* 547511566

Process

DETAILS

Jurisdiction* CITY OF MENOMONIE - DUNN COUNTY
 District Combo* 17251002-3444-1
 Care Facility --

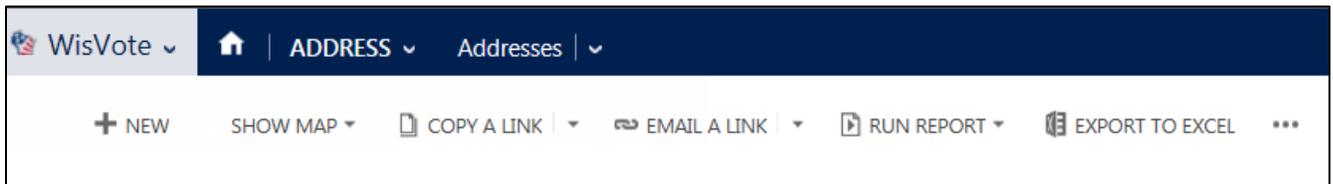
Navigation Features

The command bar at the top of the screen is the central navigation bar in WisVote. The hierarchy of the navigation goes from left to right. If a user is viewing information in the election category, the navigation bar can direct them to any of the election tiles or additional records linked to a specific election.



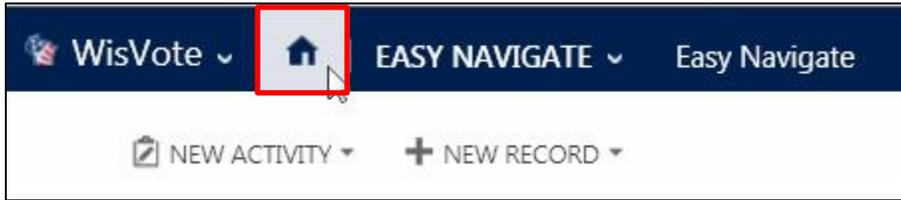
Local Commands

Below the navigation bar, you also have local commands related to the specific area of the application you are currently viewing. The top 5 commands are listed on the bar, and more commands are found by clicking the ellipses button to the right.



■ Home Icon

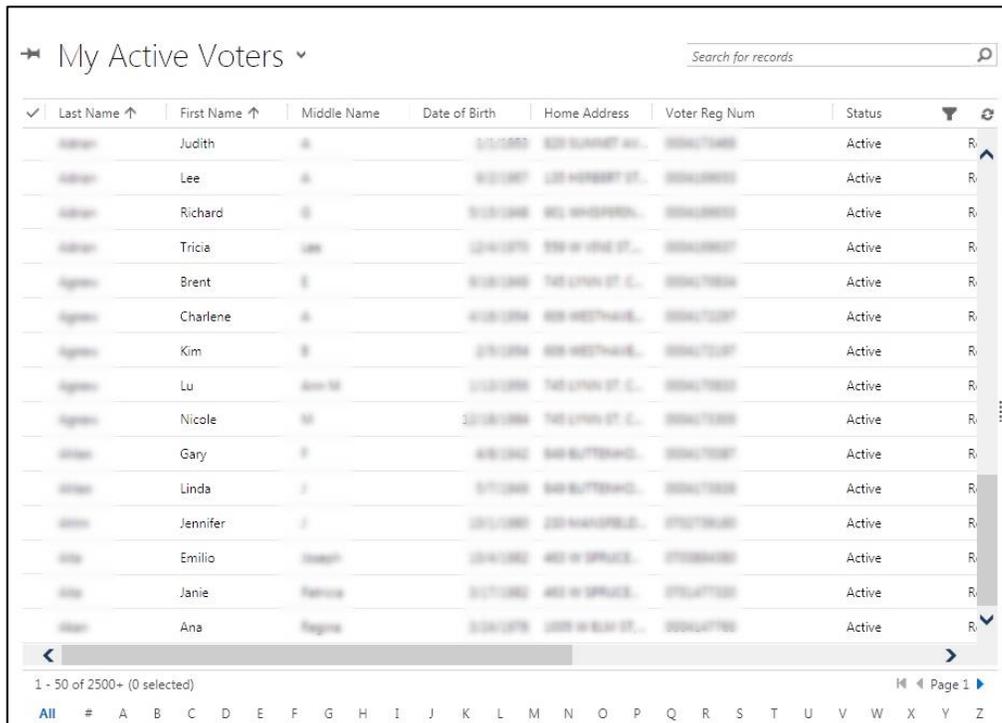
When you access WisVote, the homepage, "Easy Navigate" opens. You can return to the homepage at any time by clicking the Home button at the top of the screen.



■ View Grid

Whenever a list of data is accessed, it is displayed in the View Grid. The data fields in the view grids sometimes have hyperlinks, and clicking a hyperlink will direct you to a different page. To return to the previous screen, click the Cancel button or the back button on your browser.

Note: When searching for records in the Voter Grid view it is recommended that you enter at least the first few letters of the name. When searching for a particular address in the voter address field and the address grid it is recommended that you enter the house number and at least the first few letters of the street name. Searching by a single letter or number may delay the return time for search results.



✓	Last Name ↑	First Name ↑	Middle Name	Date of Birth	Home Address	Voter Reg Num	Status	⌵
⌵	Judith	A.		01/11/1952	320 SUMMIT AVE.	000421440	Active	R
⌵	Lee	A.		01/11/1957	120 HERBERT ST.	000420800	Active	R
⌵	Richard	G.		01/11/1948	901 WINDYBELL	000420800	Active	R
⌵	Tricie	LEE		12/4/1975	500 W 1042 ST.	000420807	Active	R
⌵	Brent	S.		01/18/1960	740 LYNN ST. E.	000421904	Active	R
⌵	Charlene	A.		4/18/1954	400 WESTHALL	000421207	Active	R
⌵	Kim	S.		2/11/1954	400 WESTHALL	000421207	Active	R
⌵	Lu	Ann M		11/21/1950	740 LYNN ST. E.	000421900	Active	R
⌵	Nicole	M.		12/18/1984	740 LYNN ST. E.	000421900	Active	R
⌵	Gary	F.		4/8/1942	340 BUTTERFACD.	000421907	Active	R
⌵	Linda	J.		0/1/1944	340 BUTTERFACD.	000421908	Active	R
⌵	Jennifer	J.		10/11/1980	220 HANFIELD	070207600	Active	R
⌵	Emilio	Joseph		10/4/1962	400 W SPRUCE.	070204400	Active	R
⌵	Janie	Patricia		01/17/1962	400 W SPRUCE.	070204700	Active	R
⌵	Ana	Regina		11/4/1976	1000 W BLVD ST.	000421700	Active	R

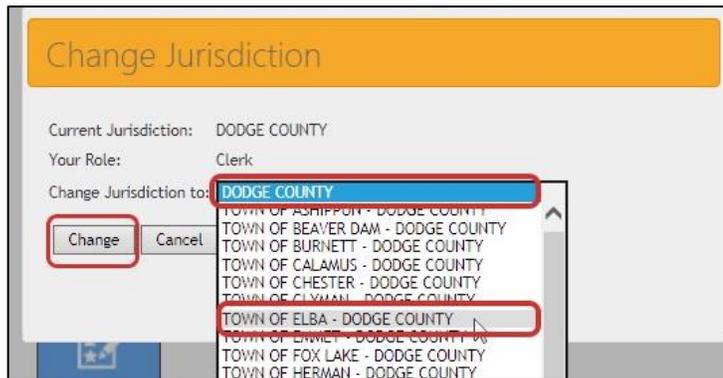
1 - 50 of 2500+ (0 selected) Page 1

All # A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Change User Jurisdiction

A County user or Provider can change the user jurisdiction by clicking the user name in the upper right corner of the screen. This action will open a Change Jurisdiction window where a different jurisdiction can be selected from the drop-down list

1. Click the user name located at the top right corner of the screen
2. In the Change Jurisdiction window, click the "Change Jurisdiction To" field
3. Select the jurisdiction from the drop-down list or search by typing the name of the jurisdiction
4. Click the Change button to complete the jurisdiction change



Troubleshooting & Reporting Issues

It is recommended that you report any issues, errors, or recommendations directly to the WisVote Issue Tracker (<https://gabapps.wi.gov/survey/SitePages/Home.aspx>). This will assist G.A.B. staff in identifying and responding to any issues or concerns that you report.

If reviewing or assisting with this issue requires G.A.B. staff to shadow you, you will be asked to utilize the Show My PC application (<https://showmypc.com/>)

Send any information directly to the G.A.B. helpdesk email at: GABhelpdesk@wisconsin.gov or call 608-261-2028 or toll free at 866-VOTEWIS.