

State of Wisconsin \ Government Accountability Board

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DATE: November 16, 2015

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

FROM: Michael Haas, Elections Division Administrator
Michael Nelson, SVRS/WisVote Training Officer

SUBJECT: WisVote Update #5: Training

This is the fifth in a series of clerk communications to keep Wisconsin Election Officials informed about WisVote, the modernized SVRS system.

1. Introducing the WisVote Learning Center!

The WisVote Learning Center is an online platform that will be available to all WisVote users. It consists of interactive tutorials, section overviews, as well as a new WisVote manual. WisVote is designed to be significantly more intuitive than the former SVRS, which means there is less need for formal in-person training. The Learning Center allows clerks and other election staff to complete training on their own time and as part of their own schedule, as well as refer back to it at any point during the election process. Our first phase of the Learning Center will be launched on December 1, 2015 ahead of the go-live date for WisVote in January.

The G.A.B. will send the Learning Center website link and Login/Password information to current SVRS users before December 1. Current users will not be required to send the G.A.B. certification documentation after completion of any online training, and will automatically have access to WisVote on January 11, 2016 without executing a new user agreement. New users who are not currently SVRS users must sign a user agreement and send it to the G.A.B. helpdesk to receive their Learning Center login ID and initial password.

2. WisVote Test Environment

In December, we will be opening up a WisVote Test Environment to all current users. This will be available December 1-18, 2015 and is an opportunity for clerks to become familiar with WisVote. We hope this will allow users to try out the new system before the Go-Live date in January with the February Primary on the horizon.

Users will log into the Test Environment and be able to see and use all of their own jurisdiction's data. However, the Test Environment is not the final production environment

so any information that you enter or update will not be saved past the 18th of December. The link to the website and log-in information will be sent before December 1. The WisVote Learning Center and a draft of the WisVote Manual will be available on December 1 along with the Test Environment.

3. New Users: In-Person Training Opportunities / Online Training option!

In addition to the online Learning Center, the G.A.B. will be offering two in-person WisVote training classes in January for new users. The training seats will be limited to one person per jurisdiction and to new WisVote users *who are NOT current users of SVRS.*

- Two training sessions will be held at the G.A.B. offices in Madison on the following dates:
 - i. January 19-20
 - ii. January 21-22
- Training seats will be limited to one person per Jurisdiction with priority given to municipalities which currently do not have a WisVote user.
- Sign-up will be available on the G.A.B. website by November 20, 2015.
- Registrants will initially be placed on a waiting list and confirmed at a later date.

Any **new** SVRS user (not currently certified) will also be provided the option to become a certified WisVote user by completing the online training resources through the WisVote Learning Center, instead of attending a live, in-person training. It is anticipated that municipal clerks will be required to monitor and certify to G.A.B. staff that training has been completed for any new user before access is granted. Further information will be provided in the future.

Further information related to preparations to be taken within SVRS prior to WisVote launch will be included in WisVote Update #6 at the end of November. This update will provide deployment dates and information specific to the transition to the new WisVote environment.