



Wisconsin Elections Commission

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DATE: February 22, 2021

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

FROM: Allison Coakley
Training Coordinator

SUBJECT: Election Procedures: What Election Officials Should Know webinar

Webinar for Clerks, Chief Inspectors and Poll Workers
Election Procedures: What Election Officials Should Know

Wednesday, February 22, 2021: 10:00 a.m. – 11:00 a.m.

Registration Link: <https://attendee.gotowebinar.com/register/3014179594122376720>

This webinar will not only provide a general review of some of the duties election inspectors have on Election Day, but Commission staff will also offer tips and suggestions to help election officials perform those duties to their very best. We will look at some fundamental election tasks, such as reviewing photo ID and more complex procedures, such as issuing a provisional ballot. We will also provide guidance regarding voting requirements for our Military and Overseas Voters during a nonfederal election. This will be a good refresher for both new and experienced election officials. Materials will be posted Tuesday afternoon.

The webcast will be posted by the Thursday following the session on the WEC website for election officials to review at their convenience and will include indexing by-topic: <http://elections.wi.gov/clerks/education-training/webinars>. The training counts toward training hours 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 Elections Help Desk at elections@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 WEC 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 any questions, please contact allison.coakley@wi.gov or (608) 261-2033. Thank you.

Wisconsin Elections Commissioners

Ann S. Jacobs, chair | Marge Bostelmann | Julie M. Glancey | Dean Knudson | Robert Spindell | Mark L. Thomsen

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