



## Auditor-Treasurer

*Mailing Address:*

531 Dewey Street (320) 968-5006  
PO Box 129 (320) 968-5027  
Foley, MN 56329 (320) 968-5337 FAX  
(320) 968-8842 TDD

**Name:**

### Election Judge Workbook

**1. Why is it important to make sure that candidate names/rotations/question numbers on “zeros” tape/report matches the ballots sent to that polling place for Election Day? Circle the best answer**

- A) It confirms that the correct ballots are in the poll place before voting begins.
- B) It provides some reassurance that tampering of the memory card/stick has not occurred.
- C) It confirms that the tabulator is working before the polls open.
- D) All of the above

**2. What events must be noted in the incident log when they occur? Circle all that apply**

- A) Discrepancies in ballot counts when opening ballot packets.
- B) Unusual events or incidents.
- C) The names of vouchers.
- D) The names of people who accompany voters as assistants.

**3. What does “A.B.” mean on the signature line of a paper roster or the screen of an electronic roster? Circle the correct answer**

- A) They are the initials of the election judge who approved the roster.
- B) The voter has applied for an absentee ballot, but it was not received or returned.
- C) The person voted by absentee ballot and cannot vote at the polling place.

**4. What is the minimum number of election judges in a polling place who must represent different major political parties? Circle the correct answer**

- A) 4
- B) 2
- C) There is no minimum.

**5. Kristin moved to Minnesota 31 days prior to Election Day, but only has the driver’s license receipt that was given to her at the DMV when she applied for a Minnesota license. She wants to know what else she needs to register, since the receipt does not have her photo on it. What advice can you give as a registration judge? Circle the correct answer**

- A) Kristin can vote a provisional ballot, which will be accepted once her driver’s license arrives in the mail.
- B) Kristin needs to bring a current utility bill with her to confirm her residency.
- C) Kristin is still eligible to vote in her prior state of residence, and should have voted absentee from there.
- D) Kristin can register using the receipt alone.



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**6. Who can mark their ballot using the ballot-marking machine? Circle the best answer**

- A) Voters who are blind.
- B) Voters with any form of disability.
- C) Any voter

**7. You are setting up the ballot-marking machine--what factors do you use to decide where to place it in the polling place? Circle the best answer**

- A) Proximity to electrical outlet.
- B) Privacy afforded to the voter.
- C) Obstacles in the path of voters approaching it.
- D) All of the above.

**8. Which of the following are required by law to be in every polling place? Circle the correct answer**

- A) Chairs for voters who need to sit on while waiting to register or vote.
- B) A ballot counter machine.
- C) A list posted on the wall of emergency phone numbers.

**9. Political discussions between election judges are okay if not within earshot of voters? Circle the correct answer**

- A) True
- B) False

**10. If there is a line of voters waiting to vote at 8 p.m., the election judges should: Circle the correct answer**

- A) Stop issuing ballots immediately.
- B) Determine who the last person in line is at 8 p.m.
- C) Announce that the polling place is closed at 8 p.m. and all in line are allowed to vote.
- D) Both B & C.

**11. What should be in the ballot box when the polling place is declared open? Circle the correct answer**

- A) Blank ballots.
- B) Election supplies.
- C) Nothing.

**12. How close can a voter come to the ballot box if they are not about to cast a ballot? Circle the correct answer**

- A) There is no rule.
- B) They must stay at least 15 feet away.
- C) They must stay at least 6 feet away.

**13. Are news media permitted in the polling place? Circle the correct answer**

- A) No
- B) Yes, when given prior written permission by local election officials.
- C) Yes, if they can show ID and credentials.
- D) Yes, but only between the hours of 10:00 a.m. and 2:00 p.m.

**14. A voter asks an election judge what effect a ballot question will have if it passes. What should the election judge say? Circle the correct answer**

- A) Provide basic information about the ballot question's effects, as long as it is fair and impartial.
- B) Tell the voter you cannot provide any information.
- C) Give your opinion, but clearly state that it is an opinion and there is another side to your viewpoint.

**15. Susie's Minnesota driver's license has her old address. She does not receive any bills in her name. What are Susie's options? Circle all that apply**

- A) A roommate can vouch for her, as long as her roommate is already registered or registered previously on Election Day using another method other than vouching.
- B) She can update her driver's license and bring in a receipt for the new license.
- C) She can use the "welcome to the city" letter she received from her city government.
- D) She should go vote at the precinct that is correct for her old address.

**16. Victor presents a photo ID and a current bank statement. The bank statement is on his smartphone's screen and not a paper copy. Can Victor register? Circle the correct answer**

- A) No, the voter must provide a paper copy to attach to the registration application.
- B) It depends on the type of smartphone.
- C) Yes, the bill can be displayed on any electronic device.

**17. Under what circumstances must a voter who appears on the roster re-register? Circle the best answer**

- A) Change of name.
- B) Change of address in the precinct.
- C) Moved from one apartment to another in the same building.
- D) All of the above.

**18. What is one of the first steps when registering a voter? Circle the correct answer**

- A) Confirm that the voter is at the correct precinct, using the precinct finder.
- B) Give the voter a copy of the Minnesota voter's bill of rights.
- C) Ask the voter to show their photo ID.

**19. A voter can only vote for candidates from one political party on the partisan side of the ballot in a Primary Election. Circle the correct answer**

- A) True
- B) False

**20. What should you do first when the ballot counter rejects a voter's ballot? Circle the correct answer**

- A) Immediately press the override button and reinsert the ballot.
- B) Scrutinize the ballot carefully and inform the voter of the reason for rejection.
- C) Explain the error message on the ballot counter to the voter.
- D) Place the ballot in the "auxiliary slot."

**21. A voter wants to file a complaint about the election—how will you accommodate their request?**

**Circle the correct answer**

- A) Ask the voter to call the Secretary of State's Office.
- B) Have the voter call the Mayor.
- C) Provide the voter with a HAVA or State Election Laws Complaint Form.
- D) Take the voter's statement and note it in the Incident Log.

**22. Which of the following buttons may be deemed "campaign material" and so should be covered or removed by a voter in the polling place? Circle the correct answer**

- A) "Don't Tread on My Gun Rights".
- B) "Vote Snoopy for U.S. Senate".
- C) Neither, these are not candidates or questions on the ballot.

**23. A voter wants to vote on an unoccupied table, instead of in a privacy booth. What should you say?**

**Circle the correct answer**

- A) Explain to the voter they must wait for a voting booth to open.
- B) Invite the voter to use the ballot marking machine.
- C) Confirm that it is okay for the voter to use a place of their choosing to mark their ballot.

**24. Due to the COVID-19 pandemic, social distancing of 6 feet should be maintained by voters and election judges at all times. Circle the correct answer**

- A) True
- B) False

**25. Curbside voting is available for anyone who cannot enter the polling place for any reason, including concerns for their health. Circle the correct answer**

- A) True
- B) False