

Step 1

COMPUTER

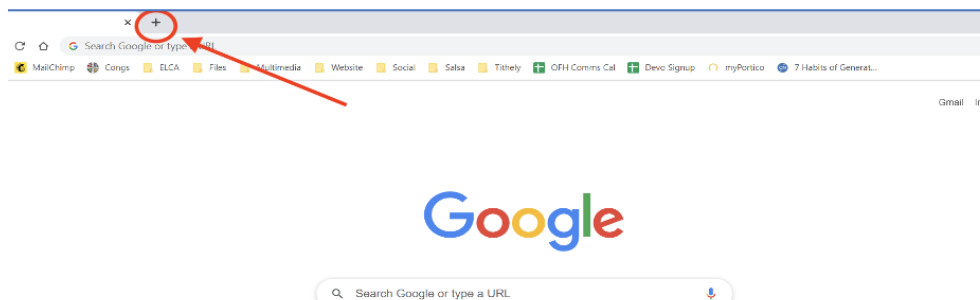
We recommend the Google Chrome browser

Download the Google Chrome Browser:
<https://www.google.com/chrome/>

If you already have Chrome on your computer, make sure your browser is up to date. To update Google Chrome:

- On your computer, open Chrome.
- At the top right, click “More”. Important: If you can't find this button, you're on the latest version.
- Click Update Google Chrome.
- Click Relaunch.

Make sure you have two tabs open. You can add an extra tab by clicking on the plus sign at the top of the page. Here is an image to assist you.



TIP: If two people are voting on the same device, you will need to have three tabs open. One for each of you to vote and the other for Zoom

Step 2

ZOOM

Download the Zoom app (Zoom client)

Visit here: <https://zoom.us/download>

Zoom Client for Meetings

The web browser client will download automatically when you start or join your meeting, and is also available for manual download here.

Download

Version 5.4.9 (59931.0110)

TIP: You will be prompted to download zoom when you join the webinar if you don't do this step in advance. We recommend completing this now when you have more time.

Documents

All documents needed for this meeting are available on our website. Please visit:

<https://milwaukeeesniod.org/event/2021-special-assembly/>

1

VOTING

Election Buddy Voting

Voting will take place with Election Buddy. On Saturday morning you will receive an email at about 8:30 am with your voting credentials. Please watch for this email from ElectionBuddy. You may need to check your spam folder if it's not in your inbox.

Voting with a tablet or computer

We recommend that each person have a separate device for voting.

Keep one tab open for the zoom meeting. Open another tab for voting. Be sure to keep this voting tab open throughout the meeting until all voting is completed

Important: If you are sharing a device, each person will need their own voting tab open. This may mean you have one zoom tab and two voting tabs open throughout the meeting.

Voting by phone

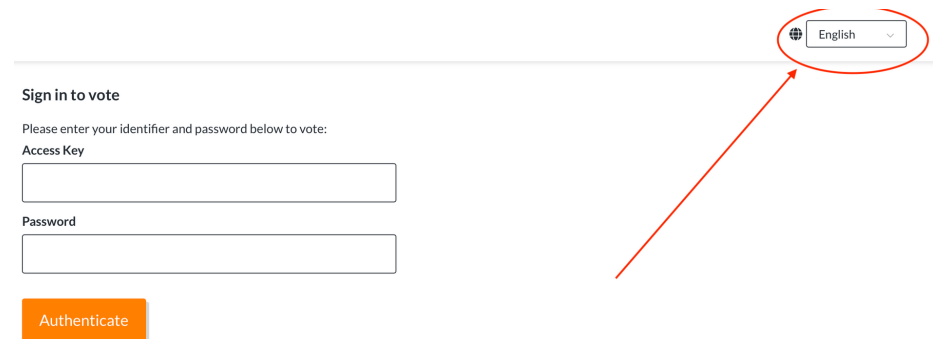
- Disconnect from the Zoom call
- Call one of our two voting numbers
 - 414-671-1212
 - 414-316-3025
- When your call is answered, identify yourself by name and congregation.
- Share your vote
- Call back into the zoom meeting using the zoom meeting information we provided to you. Your vote will be added into the online Election Buddy tabulation and reported to the assembly.

2

VOTING

Use your individual access key and password

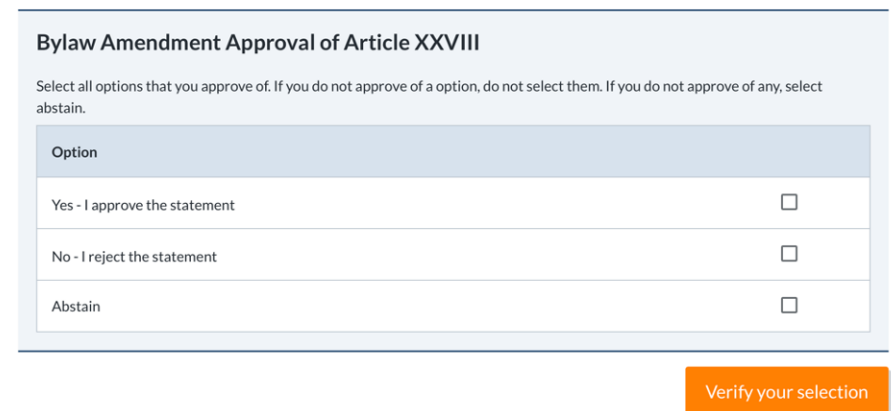
Enter the access key and password from the email and choose "authenticate".



The screenshot shows a web interface for signing in to vote. At the top right, there is a language selection dropdown menu with a globe icon and the text "English". A red circle highlights this menu, and a red arrow points from the text below to it. Below the language menu, the text "Sign in to vote" is followed by the instruction "Please enter your identifier and password below to vote:". There are two input fields: "Access Key" and "Password". Below these fields is an orange button labeled "Authenticate".

TIP: You can change the default language in the upper right hand corner.

Complete your ballot and choose "verify your selection".



The screenshot shows a ballot titled "Bylaw Amendment Approval of Article XXVIII". Below the title, there is a instruction: "Select all options that you approve of. If you do not approve of a option, do not select them. If you do not approve of any, select abstain." Below this instruction is a table with three rows, each representing an option with a checkbox:

Option	
Yes - I approve the statement	<input type="checkbox"/>
No - I reject the statement	<input type="checkbox"/>
Abstain	<input type="checkbox"/>

At the bottom right of the ballot, there is an orange button labeled "Verify your selection".

3

VOTING

Review and edit your ballot

Review the ballot and edit as desired, then submit your ballot.

Your Ballot

Review your choices below. To change, choose 'Edit ballot' or to finalize and vote, choose 'Submit ballot'

Bylaw Amendment Approval of Article XXVIII

Yes - I approve the statement

« Edit ballot

Submit ballot »

You should see a confirmation screen at the end of this process. Choose "Next Vote".



Thank You!

You're done! Your ballot choices have been registered and your verification code is d6e671ea80b0219

Next Vote

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VOTING

Moving through remaining ballots



Greater Milwaukee Synod

Please keep this window open throughout the meeting

When Meeting Votes are live, the buttons to access the voting process will appear here.

TIP: Continue to follow these steps for each subsequent ballot.

Troubleshooting

If you accidentally close the voting tab, you can rejoin by visiting here:

<https://secure.electionbuddy.com/m/together>

Be sure to carefully enter your access key and password to avoid receiving an error message.

We're here to help. Contact us at assembly@gmselca.org or 414.671.1212.