User Manual - U-Vote on line

1 Access to the voting website

After connecting to the website, insert your credentials ("Fiscal code" e "Password" used for "Area riservata").

2   Voting

2.1   Confirming identity

Read carefully your personal information (Fig. 2).

Fig. 2

If your personal information is correct, click on "***CONFERMO LA MIA IDENTITÀ***".

If appears a *warning* regarding the correct use of credentials, the botton to confirm is "***CONFERMO LA MIA IDENTITÀ E ACCETTO***".

If the personal data is not correct, click on "***NON SONO IO. ESCI***".

N.B. If a problem arises, stop the voting procedure and report it.

2.2   Voting by PC

After confirming your identity, you will be shown the list of elections for which you can vote (Fig. 3).

Fig. 3

Click on "**VOTA**" for voting the election or click on "**ASTENSIONE**" if you don't wish to vote (Fig. 3).

If you click on "**VOTA**", you have the lists for the specific election (Fig. 4). You can:

- **select the list** by clicking on the **corresponding check mark**
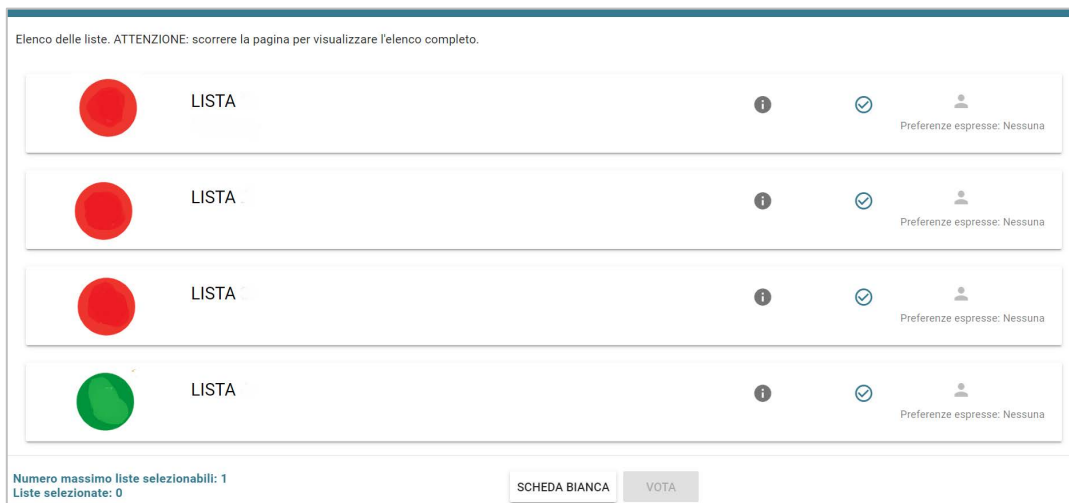- **click on** "**SCHEDA BIANCA**" iif you don't wish to vote.

Fig. 4

> Warning ! Scroll the page to see all the lists.

If you select a list, you can: (Fig. 5)

• Express your preference for candidates of the list by clicking on "**VAI ALLE PREFERENZE**"

or on the corresponding icon

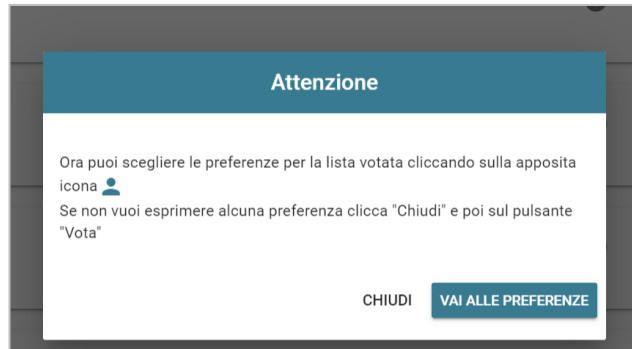• Express your preference only for the list by clicking on "**CHIUDI**and on "**VOTA"** (Fig. 7).

Fig. 5

If you want to express your preference for candidates of the list, click on "**VAI**

ALLE PREFERENZE". You can (Fig. 6):

• **Express your preference for one or more candidates**

• Click on "**NESSUNA PREFERENZA**" if you do not wish to express any preference.

Fig. 6

Warning ! Scroll the page to see all the candidates.

After expressing your preferences, click on "**CONFERMA PREFERENZE**" (Figura 6) and "***VOTA***". (Fig. 7)

Fig. 7

Click on "**X**" to return to the list of elections (Figura 7).

2.3   Voting by *mobile*

After confirming your identity, you will be shown the list of elections for which you can vote (Figura 8).

Fig. 8

Click on "**VOTA**" for voting the election or click "**ASTENSIONE**" if you don't wish to vote (Fig. 8).

If you click on "**VOTA**", you have the list for the specific election (Fig. 9). You can:

- **select the list** by clicking on the corresponding check mark
- **click on** "SCHEDA BIANCA" if you don't wish to vote

Fig. 9

Warning ! Scroll the page to see all lists.

When you have selected a list, you can: (Fig. 10)

- Express your preference for candidates of the list by clicking on "**VAI ALLE PREFERENZE**" or on the corresponding icon.
- Express your preference only for the list by clicking on "**CHIUDI**" and **"VOTA".**
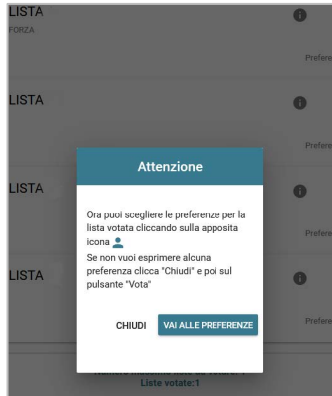

Fig. 10

If you want to express your preference for candidates of the list, click on "**VAI ALLE PREFERENZE".** You can:

- **Express your preference** for one or more candidates

- Click on "**NESSUNA PREFERENZA**" if you don't wish to express any preference.

Click on "**Mostra tutti"** to see all candidates (Fig. 11).

Fig. 11

Warning ! Scroll the page to see all the candidates.

After expressing your preference, click on "**CONFERMA PREFERENZE**" (Fig. 11) and "***VOTA*"**.

2.4   Confirmation

Click on "**INSERISCI SCHEDA NELL'URNA**" to confirm your choises (Fig. 12, 13 e 14) or click on **"ANNULLA"** to return to the list of elections (Fig. 9)
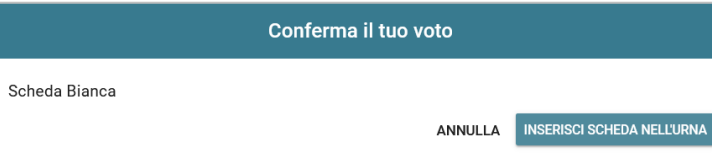

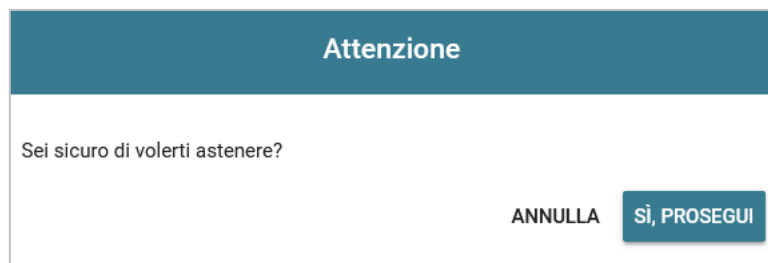**Fig. 12**
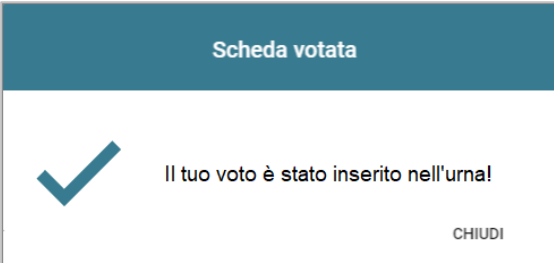
Fig. 13

Fig. 14

> If you click on "INSERISCI SCHEDA NELL'URNA", your vote cannot be changed!

2.5   Abstention

You can abstain from an election by click on "ASTENSIONE". Click on "**SI, PROSEGUI**" to confirm your decision or click on "Annulla" to cancel your choise (Fig. 15 e 16).
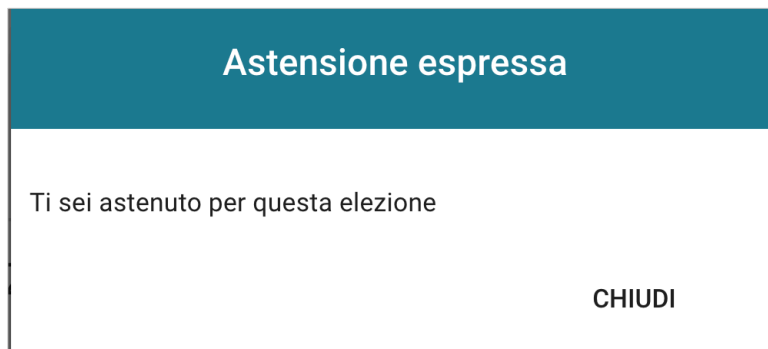

Attenzione

Sei sicuro di volerti astenere?

ANNULLA   SÌ, PROSEGUI

Fig. 15

Astensione espressa

Ti sei astenuto per questa elezione

CHIUDI

Fig. 16

2.6   The end of the voting procedure

At the end of the voting procedure, there is the following message "**GRAZIE PER AVER VOTATO**, **OPERAZIONI DI VOTO CONCLUSE**" (Fig. 17). Click on "**LOGOUT**".
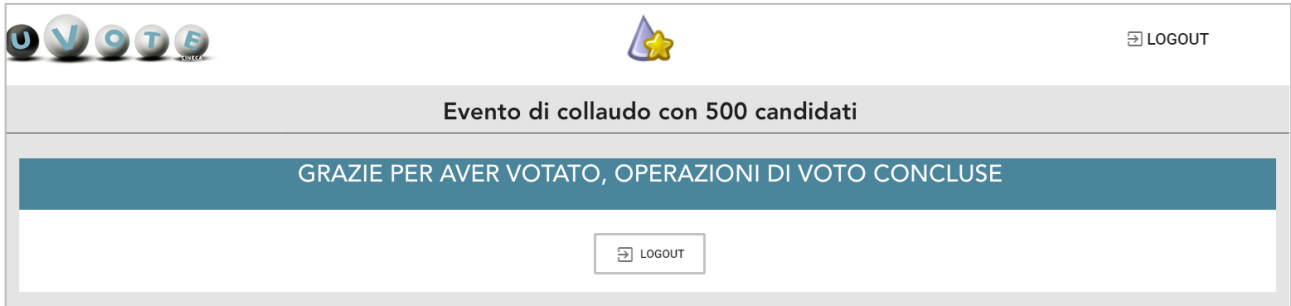

Fig.18

Warning!
Remember to click on "LOGOUT" at the end of the voting procedure, especially if the device is not yours.

**For any problem during the voting procedure
contact
0516171844 or *sd-uvote@cineca.it***