

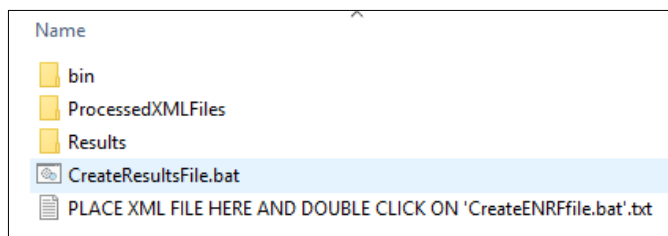
# XML Report Conversion Tool (Pennsylvania)

## ClearCount Quick Guide

The XML Report Conversion Tool lets you quickly convert an exported ClearCount XML Results file into an XML file that can be used for election night reporting.

### Setting up the tool

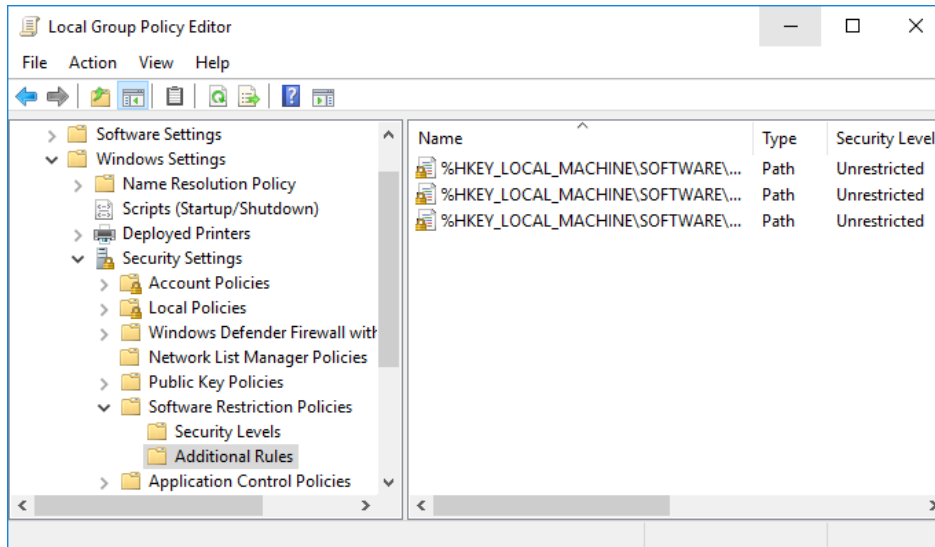
1. Download the “XML Report Conversion Tool.zip” file from your ShareFile folder.
2. Move the downloaded zip file to a USB thumb drive.
3. Insert the thumb drive into the computer where you will conduct the XML conversion (either the ClearCount Admin Station or a local county computer preferably connected to the Department of State’s SURE system). Copy the zipped file to the desktop.
4. Right-click the “XML Report Conversion Tool.zip” file, select **Extract All** from the pop-up menu, and click **Extract** to create an XML Report Conversion Tool folder on the desktop.
5. Double-click the folder to view its contents.



6. If you extracted the folder to a local county computer, skip to the “Adding the XSLT File” section below.
7. From the Windows task bar, type gpedit into the Search field and select **Edit group policy** from the search results. The Local Group Policy Editor appears.

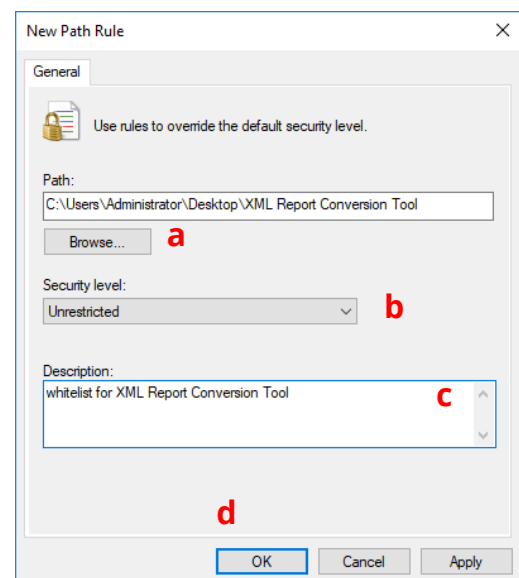


8. From the navigation pane, select **Computer Configuration> Windows Settings> Security Settings> Software Restriction Policies> Additional Rules**.



9. Create a path to the XML Report Conversion tool:
10. Right-click Additional Rules and select New Path Rule.

- a. Click the **Browse** button, navigate to the XML Report Conversion Tool folder, select it and click **OK** to enter  
C:\Users\Administrator\Desktop\XML Report Conversion Tool into the Path field.
- b. Select the **Unrestricted** option from the **Security** level drop-down list.
- c. Enter a description for the rule.
- d. Click **OK**.
- e. Close the Group Policy Editor.





## Adding the XSLT File

The xml-converter.xslt file has been placed in the XML Report Conversion Tool\bin folder. This is the XSLT (Extensible Stylesheet Language Transformations) file that the Microsoft Command Line Transformation Utility needs to change the ClearCount XML Results file into an XML format the Department of State's Office can read.

## Exporting the XML Results file

1. Log in to the ClearCount Admin Station. The Election Index appears.
2. From the Election column, select the election you want to export. The Dashboard appears.
3. Click the **Reports** for **ElectionName** drop-down menu located in the title bar of the Dashboard and select the **Generate XML Results File** option. The Server Background Jobs page appears in a new browser tab. The XML Results file is topmost in the table and its job type (in the Job column) is xml\_export.
4. Wait until the Status column says Completed and the XML results for <electionName>.xml file appears in the Final Result column.
5. Click the filename. A dialog appears on the screen.
6. If you will run the conversion on a ClearCount Admin Station, click **Save as**, navigate to the XML Report Conversion Tool folder on the desktop and click **Save**.
7. If converting on another computer insert a USB thumb drive into the Admin Station, click **Save as**, navigate to the thumb drive and click **Save**. Eject the thumb drive and insert it into the other computer and save the exported XML to the XML Report Tool folder.

## Creating the XML file

1. Navigate to the XML Report Conversion Tool folder and double-click the CreateResultsFile.bat file. The XML Report Conversion Tool performs two tasks:
  - It processes the XML Results file and places into a folder named ProcessedXMLFiles.
  - It creates an XML file and places into a folder named Results.



2. Navigate to the Results folder and rename the file per the below to meet DoS requirements.
  - a. countyname County\_ENR\_CBG\_3.0-P\_Prod\_YYYY-MM-DDTHHMMSS.xml e.g.  
Lycoming County\_ENR\_CBG\_3.0-P\_Prod\_2019-10-24T153000.xml
3. Once renamed, you can upload per DoS instructions.