

## Logic and Accuracy(L&A) Testing Overview

Testing your system in advance of using it is an important first step toward a successful audit. This document explains how to test your ClearAudit system's ability to logically and accurately tabulate and audit your election. Here's an overview of how to do that:

1. Create a test election.
2. Scan test ballots on every scanner used for audit.
3. Compare your audit system results to your primary system results.
4. Create an election for your actual audit.

## What You Will Need

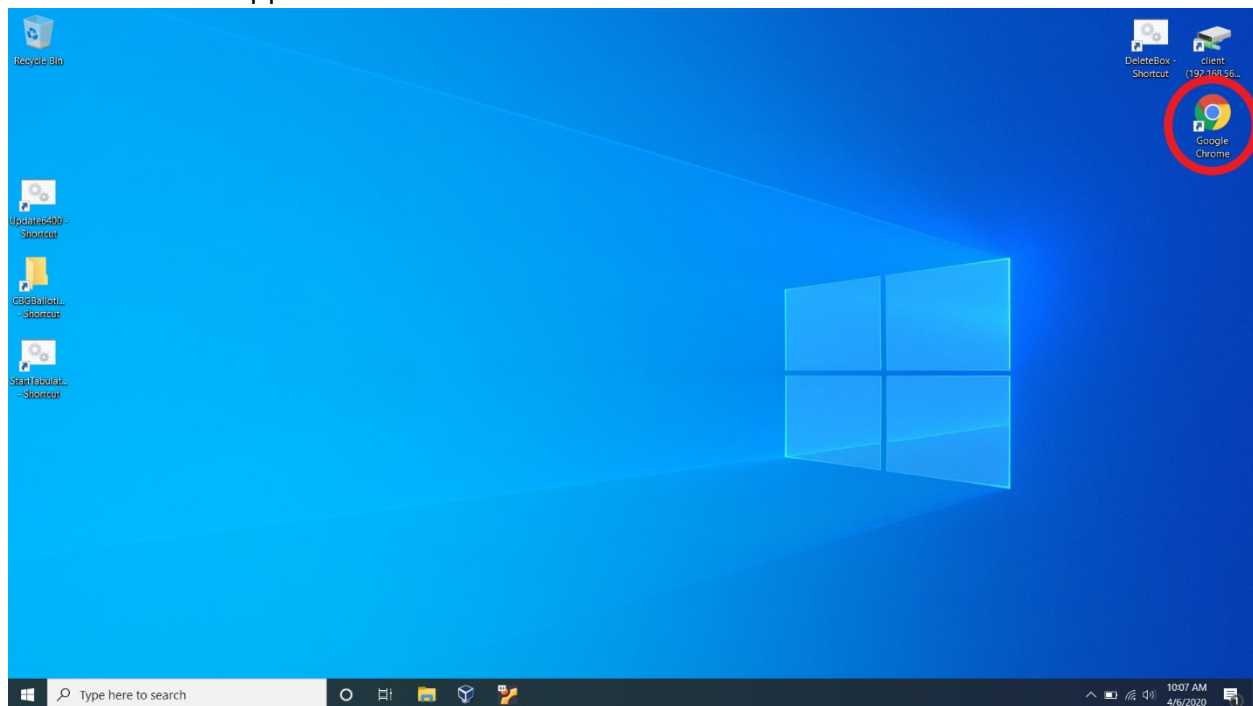
- **Marked test deck, or hand marked ballots, with known results. It is important to test every ballot style, and every counter group.**
- Target Cards
- ClearAudit Password Directory
- Installation Diagram
- BDF on a flash drive

## Configuration

1. Look at the installation diagram that is inside your ClearBallot binder. If you have 2 (or more) laptops one will be labeled Admin Station and the other(s) will be labeled Scan Station.
2. Look at your "ClearBallot Password Directory" in your binder. Keep this sheet handy as you will need to have these passwords to conduct your L&A of the system.
3. Create a test election
  - a. Starting on the Admin Station wake the laptop up by hitting the space bar and entering the password for the User "Admin"



- b. Select the Google Chrome icon on the computer desktop to open the ClearCount web application



- c. Enter the username *webadmin* and the password assigned to you, and select **Sign In**.



- d. The Election Index page appears. Click the dropdown in the top right corner next to your username **webadmin**, and select **Election Administration**.

Election Index

Election	Cards	Unreadable	Unresolved	Boxes	Ballot Type	Phase	Scan Date
Backups	625	0	0	32	Dominion	scanning	2017-11-16
ny_saratoga_2018g	0	0	0	0	Dominion	scanning	None

10 entries per page 1 to 2 of 2

Print Table

- e. The election Dashboard appears. Click the **Create Election** tab.

Election Administration

Home **Create Election** Restore Election

Filter table:

Show / hide columns

Election	Active	Cards	Ballot Type	Phase	Display Vote Totals	Redact Small Vote Subtotals	Scan Date	Tabulation Date	Actions
No data available in table									

10 entries per page 0 entries

Print Table



- f. Insert the BDF flash drive into the laptop.
- g. Click the **Choose File** button and navigate to the appropriate BDF file. ClearBallot recommends the following naming convention for naming elections: NY\_(countyname)\_(year and election abbreviation like p for primary) For example, *NY\_Saratoga\_2020g\_Ina*.
- h. Click Create Election.
- i. Ensure that the election just created appears on your Dashboard and the word “Active” appears in the Active column. You are now ready for scanning.

Election	Active	Cards	Ballot Type	Phase	Display Vote Totals	Redact Small Vote Subtotals	Scan Date	Tabulation Date	Actions
Backups		625	Dominion	scanning	enabled	disabled	2017-11-16	2017-11-20	
ny_saratoga_2018g	Active	0	Dominion	scanning	enabled	disabled	None	None	



## Scan Ballots

1. Now you are done with the Admin Station laptop. Leave the Admin station laptop running and move to the Scan Station laptop and login in to the machine with the “ScanAdmin” password listed on your password directory
2. Double-click the **Update [Scanner model]** shortcut (sometimes labeled *Step 1*) on the computer’s desktop.



3. Double-click the **CBGBallotImages** shortcut (sometimes labeled *Step 2*) and ensure the folder is empty.
  - a. If the folder is not empty you want to highlight all the images in there and delete them **before** you hit start tabulator
4. Double-click the **StartTabulator.cmd** shortcut (*sometimes labeled Step 3*) to start the tabulator.
5. The password window appears. Enter the ScanStation application password (sometimes called Tabulator application password in your password ) in the text box and click **OK**.
  - a. if the password doesn't work or you cannot remember your password you can reset it on the Admin Station laptop using the webadmin account for the ClearCount application
  - b. if you go back to the election index page where you created the election and click "user administration" you can edit the "ScanStation" user password. This will reset the Start Tabulator password on the ScanStation. If this still doesn't work please email [support@clearballot.com](mailto:support@clearballot.com)



6. The tabulator window appears. Ensure that the Election and Scanner model are correct.

The screenshot shows the 'Clear Ballot Status' window for the election 'xx\_ClearCounty2015g' using a 'PaperStream IP fi-6400dj' scanner at 'SCANSTATION06'. The left sidebar contains four sections: 'ELECTION' (highlighted with a red box), 'SCANSTATION', 'SCANNER' (highlighted with a red box), and 'BOXES SCANNED'. The 'ELECTION' section shows 'xx\_ClearCounty2015g'. The 'SCANNER' section shows 'Model: PaperStream IP fi-6400dj' and 'Serial: AKHCC00252'. The main area displays 'CURRENT STATUS' and 'COMPLETION' metrics.

	Scanning	Adjudicating	Saving Images
<b>CURRENT STATUS:</b>			
Current Box			
Total cards queued to be done	0	0	0
Time to completion	---	---	---
<b>COMPLETION:</b>			
Total boxes completed	0	0	0
Total cards completed	0	0	0
<b>PERFORMANCE:</b>			
Cards Per Minute	---	---	---
Cards Per Hour	---	---	---
Total unreadable cards		0	
Unreadable percentage		0.0%	

**ALERTS:**

- 2016-10-13 04:18:42 Scanner PaperStream IP fi-6400dj serial AKHCC00252 connected
- 2016-10-13 04:18:42 ClearCount (Version 1.3.2 2016-10-12) Tabulator Started

- a. If the election doesn't match move back the Admin station laptop and follow steps 3-9 in "Load the Election" section of this guide to ensure you have the correct election set to active
- b. If the scanner model is wrong first ensure that the correct scanner model is plugged into the scan station you are working on. Please note that if you have a Fujitsu 7800 or 7900 scanner these will not show up correctly in the scanner model. The 7800 will show PaperStream IP fi-6400dj and the 7900 will show PaperStream IP fi-6800dj



7. Ensure the “Alerts” text box does not contain any red or yellow alert messages.

The screenshot shows the 'Clear Ballot Status' window for 'xx\_ClearCounty2015g - PaperStream IP fi-6400dj - AKHCC00252 - SCANSTATION06'. The interface includes a sidebar with navigation options: ELECTION, SCANSTATION, SCANNER, and BOXES SCANNED. The main area displays 'CURRENT STATUS', 'COMPLETION', and 'PERFORMANCE' metrics. The 'Alerts' section, highlighted with a red border, shows two messages: '2016-10-13 04:18:42 Scanner PaperStream IP fi-6400dj serial AKHCC00252 connected' and '2016-10-13 04:18:42 ClearCount (Version 1.3.2 2016-10-12) Tabulator Started'.

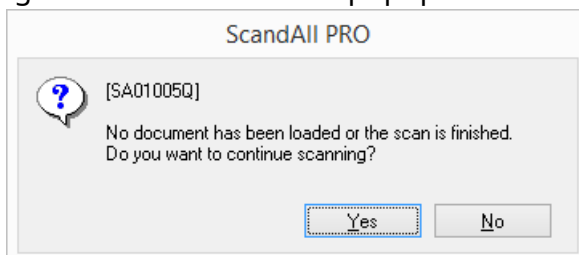
CURRENT STATUS:		Scanning	Adjudicating	Saving Images
Current Box				
Total cards queued to be done	0	0	0	0
Time to completion	---	---	---	---

COMPLETION:		Scanning	Adjudicating	Saving Images
Total boxes completed				
Total cards completed	0	0	0	0

PERFORMANCE:		Scanning	Adjudicating	Saving Images
Cards Per Minute				
Cards Per Hour	---	---	---	---
Total unreadable cards	0			
Unreadable percentage	0.0%			

**ALERTS:**  
2016-10-13 04:18:42 Scanner PaperStream IP fi-6400dj serial AKHCC00252 connected  
2016-10-13 04:18:42 ClearCount (Version 1.3.2 2016-10-12) Tabulator Started

- a. If a red or yellow error message does appear please refer to Appendix c of the “ClearCount Election Administrators Guide” for a full list of errors and way to fix them or email [support@clearballot.com](mailto:support@clearballot.com)
8. Place a target card headfirst and face-up into the scanner.
9. Press the green button on the scanner.
10. Ignore the ScandAll PRO popup window for now.



- 11. After the target card is scanned, ensure the message *Probable target card found* appears in the Alerts text box and the correct target card identifier appears under Boxes Scanned.
12. Place your marked test deck into the feeder tray on the scanner.



13. Press the green button on the scanner. The Scandall PRO popup window disappears.
14. After all the ballots have been scanned, the Scandall PRO popup window appears. Select **No** to close the window and end that scanning batch.
15. Close the tabulator with the X in the top right corner of the window.

## Compare Results

1. You are now finished with the ScanStation laptop and should move back to the AdminStation laptop
2. Double-click the Chrome shortcut on the computer desktop.
3. Enter the username *webadmin* and the password assigned to you.
4. Click the **Sign In** button.
5. In the Election Index, click the name of the active election.
6. On the Dashboard, click the **Reports for [election name]** dropdown and select **Generate PDF report**
7. In the Structure column, leave the Report Type, Type of Geography, and Level of Detail dropdown menus as they are. Ensure all checkboxes are checked **except** for





the Redact Small Vote Subtotals box.

8. In the Labels column, in the **Report Title** text box, type a name for your report.
9. In the Filters column, in the Box text box, type the name of the target card you just scanned.
10. Click **Start report**.
11. The Server Background Jobs page appears. The report is topmost in the table and its job type (in the Job column) is *pdf\_report*.



12. When the Status column says Completed and the filename appears in the Final Result column, click the filename.

Browser tabs: Elections, Dashboard - Backups, Jobs

Address bar: Not secure | scannerserver/jobs

Clear Ballot | cbg

Server Background Jobs

Filter table:

Show / hide columns

ID	Time	User	File	Status	Duration	Final Result	Actions
11	2020-04-06 12:55:34	cbg	pdf_report	Completed	0:00:02	<a href="#">Logic and Accuracy Test 462020 for Backups 11.pdf (18 pages)</a>	
9	2020-04-06 12:06:01	cbg	pdf_report	Completed	0:00:03	<a href="#">Statement of Votes Cast by Precincts for Backups 9.pdf (10 pages)</a>	
8	2020-04-06 12:04:53	cbg	pdf_report	Completed	0:00:06	<a href="#">Statement of Votes Cast by Precincts for Backups 8.pdf (24 pages)</a>	
7	2020-04-06 12:01:48	cbg	restore	Completed	0:00:22	Restore of Backups copied from /media/sdb1/Backups/Backups	

10 entries per page 1 to 4 of 4

First Previous Next FF Last

Print Table





13. The PDF report appears. Compare the results against your test desk expected results. If they match, you're done!

Logic and Accuracy Test 4/6/2020			Page: 1 of 18
TEST			2020-04-06
All Election Districts, All Districts, All ScanStations, All Contests, All Boxes			12:55:35
Total Ballots Cast: 625			
Choice	Votes	Comparison	
<b>All Election Districts</b>			
<b>County Clerk (Vote for 1)</b>			
Craig A. Hayner	425	_____	
REPUBLICAN	291	_____	
CONSERVATIVE	46	_____	
INDEPENDENCE	88	_____	
Write-In	0	_____	
Total	425	_____	
<b>Sheriff (Vote for 1)</b>			
Michael H. Zurlo	423	_____	
REPUBLICAN	286	_____	
CONSERVATIVE	55	_____	
INDEPENDENCE	82	_____	
Write-In	2	_____	
Total	425	_____	
<b>Coroner (Vote for 1)</b>			
Susan M. Hayes-Masa	408	_____	
REPUBLICAN	276	_____	
CONSERVATIVE	43	_____	
INDEPENDENCE	89	_____	
Write-In	0	_____	
Total	408	_____	
<b>Supervisor/Ballston (Vote for 1)</b>			
Timothy J. Szczepaniak	0	_____	
REPUBLICAN	0	_____	
CONSERVATIVE	0	_____	
INDEPENDENCE	0	_____	
Write-In	0	_____	
Total	0	_____	
<b>Council Member/Ballston (Vote for 2)</b>			

- If the results don't match check the oval visualization report for error in scanning such as smudges on the scanner or miss feeds
- To do this go back to your election dashboard and click on Reports for [Election name] and select the "Statement of votes cast"
- You can then see all the votes cast and investigate by clicking on the vote totals where you can then see every oval filled in by confidence order. (IE the first oval from left to right is the most confident, the last oval from left to right is least confident)
- You may also want to check overvotes and the ClearAudit system may count light marks or cross outs as overvotes. See below



Clear Ballot Reports for ny\_saratoga\_2017g\_ed\_audit

Saratoga County, New York, General Election, 7-Nov-17

Vote V

Election Dist

ED-006+10067.jpg

Choice Proposition One, A Question  
Constitutional ...:YES

Vote For 1

Party None

Election District Style Corinth E.D.(s): 002

CounterGroup ED

OvalDensity 47.27

ZoneDensity 1.95

Proposition One, A Question

Constitutional Convention

Shall there be a convention to revise the  
Constitution and amend the same?

YES

NO

Overview

#### Least Confident Non-Votes in Undervoted Ballots without Vote for Proposition One, A C

Sort for un-captured intent

Clear Ballot Reports for ny\_saratoga\_2017g\_ed\_audit

Saratoga County, New York, General Election, 7-Nov-17

Vote V

Election Dist

ED-006+10067.jpg

Choice Proposition One, A Question  
Constitutional ...:YES

Vote For 1

Party None

Election District Style Corinth E.D.(s): 002

CounterGroup ED

OvalDensity 47.27

ZoneDensity 1.95

Proposition One, A Question

Constitutional Convention

Shall there be a convention to revise the  
Constitution and amend the same?

YES

NO

Overview

#### Least Confident Non-Votes in Undervoted Ballots without Vote for Proposition One, A C

Sort for un-captured intent