

# **Electronic Statewide Election Reporting System (eSERS)**

**Montana Secretary of State**

**TO JOIN THE AUDIO CONFERENCE:**

**US TOLL FREE: 1-855-797-9485**

**ACCESS CODE: 667 106 020**



**GUIDE TO ENTERING ELECTION RESULTS  
AND COMPLETING CANVASS REPORT**

**OCTOBER, 2016**

# **eSERS TRAINING**



## **Included in this training**

- 1. Overview of eSERS**
- 2. Login Instructions**
- 3. Results Entry**
- 4. Entering Write-in Results**
- 5. Finalizing Results on Election Night**
- 6. Entering Provisional/Other Results**
- 7. Canvass Report**
- 8. Recount Canvass Report**
- 9. Public Results Site**
- 10. Potential Recount Calculations**

# eSERS TRAINING



## Reporting Results



All of the planning and training culminate on election night when results are reported to the waiting candidates, public and media.



Timely and accurate results reporting is critical to instill confidence in the election process in the public.



Results entered by each county into eSERS on election night, are published live so that the public can see statewide and county results as they come in.



The Election is not over until results have been counted/tabulated and reported – we are ALL tired on election night, but **PLEASE DON'T GO HOME WITHOUT COMPLETING YOUR RESULTS REPORTING!**

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# Overview

# eSERS TRAINING



## Overview of eSERS

- eSERS stands for “Electronic Statewide Election Reporting System”.
- It is the system that collects all election results from each county, and reports those results to the public. Media outlets use eSERS to track results as they come in.
- eSERS also generates the official canvass reports for the county canvass, and for the state canvass.

# eSERS TRAINING



## Overview of eSERS

- Each county manually enters their precinct level results into eSERS on election night or
- If the county uses ERM, the county uploads results from ERM into eSERS.
- The SOS has an election night results coordinator assigned to each county to assist with getting results into eSERS.
  - Contact information for the eSERS coordinator will be provided to each county.



# LOGIN

# eSERS TRAINING

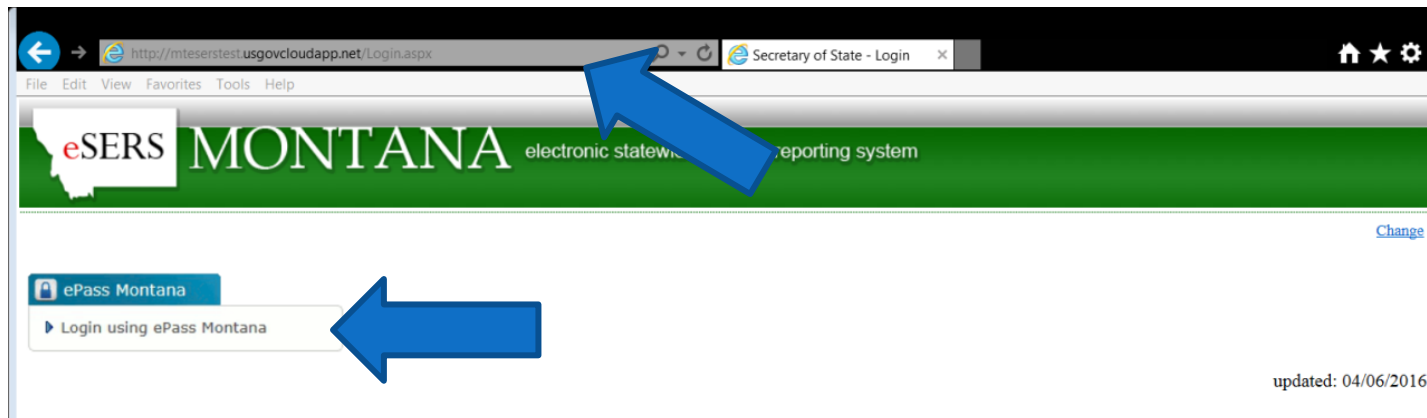


## Logging into eSERS

**\*Note – the login process and web address for eSERS has changed**

**Click on the eSERS logo that is on your computer desktop or, type the following URL into your Internet browser: [mtcountyresults.gov](http://mtcountyresults.gov)**

**Select “Login using ePass Montana”**





# eSERS TRAINING



## Logging into eSERS

The screenshot shows a web browser window displaying the Montana.gov ePass login page. The browser's address bar shows the URL `https://tst.mt.gov/epass/Authn/selectIDP.html`. The page header includes the Montana.gov logo and navigation links for SERVICES, AGENCIES, LOGIN, and a SEARCH bar. A large banner image of a Montana landscape is visible, with the text "Welcome to ePass Montana". Below the banner, a blue bar contains a lock icon and the text "Home » Welcome to ePass Montana". Underneath this bar, a message states: "ePass Montana is a convenient and secure way to access Montana government services." To the right of this message are three buttons: "Instructions", "How Do I", and "Feedback". The main content area features a "State Employee Login" section with a "Hide" button. This section contains the heading "Login with State Employee Account" and the instruction: "Login with the username and password you use for the state network." At the bottom of this section is a "Login" button, which is highlighted by a large blue arrow pointing towards it.

# eSERS TRAINING



Enter your C# for the user name, and the password you use for Citrix/ePass

The screenshot shows a web browser window displaying the Montana State Employee Login page. The browser's address bar shows the URL <https://tst.mt.gov/epass-idp/Authn/StateLogin/>. The page header includes the Montana.gov logo and navigation links for SERVICES, AGENCIES, LOGIN, and a SEARCH bar. The main content area features a large image of a mountain range with the text "ePass Montana" overlaid. Below this is a blue banner with a lock icon and the text "Home » Montana State Employee Login". A sub-header states: "ePass Montana provides access to all authorized eGovernment services using one username and password." There are links for "Instructions", "How Do I", and "Feedback". The login form is titled "Montana State Employee" and contains two input fields: "Username:" with the value "cttest" and "Password:" with masked characters. A blue arrow points to the Username field. A "Login" button is located below the password field. The browser's status bar at the bottom shows the URL <http://app.mt.gov/epass/epass>.




# RESULTS ENTRY

# eSERS TRAINING



## Results Entry



# MONTANA

electronic statewide election reporting system

[Returns](#) [Post Election](#) [Other Links](#) [Logout](#)

County: [Lewis & Clark](#)

[General Election - 11/8/2016](#) [Change](#)

### HOME

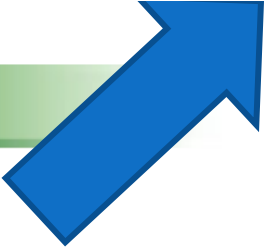
#### Calendar

≤	April 2016						≥
Su	Mo	Tu	We	Th	Fr	Sa	
<a href="#">27</a>	<a href="#">28</a>	<a href="#">29</a>	<a href="#">30</a>	<a href="#">31</a>	<a href="#">1</a>	<a href="#">2</a>	
<a href="#">3</a>	<a href="#">4</a>	<a href="#">5</a>	<a href="#">6</a>	<a href="#">7</a>	<a href="#">8</a>	<a href="#">9</a>	
<a href="#">10</a>	<a href="#">11</a>	<a href="#">12</a>	<a href="#">13</a>	<a href="#">14</a>	<a href="#">15</a>	<a href="#">16</a>	
<a href="#">17</a>	<a href="#">18</a>	<a href="#">19</a>	<a href="#">20</a>	<a href="#">21</a>	<a href="#">22</a>	<a href="#">23</a>	
<a href="#">24</a>	<a href="#">25</a>	<a href="#">26</a>	<a href="#">27</a>	<a href="#">28</a>	<a href="#">29</a>	<a href="#">30</a>	
<a href="#">1</a>	<a href="#">2</a>	<a href="#">3</a>	<a href="#">4</a>	<a href="#">5</a>	<a href="#">6</a>	<a href="#">7</a>	

#### Tasks

Statute

No records to display.



# eSERS TRAINING

## Results Entry



Returns	Post Election	Other Links	Logout
Maintain Returns			

County: [Lewis & Clark](#)

**General Election - 11/8/2016** [Change!](#)

HOME

Calendar

Tasks

April 2016						
Su	Mo	Tu	We	Th	Fr	Sa
<a href="#">27</a>	<a href="#">28</a>	<a href="#">29</a>	<a href="#">30</a>	<a href="#">31</a>	<a href="#">1</a>	<a href="#">2</a>
<a href="#">3</a>	<a href="#">4</a>	<a href="#">5</a>	<a href="#">6</a>	<a href="#">7</a>	<a href="#">8</a>	<a href="#">9</a>
<a href="#">10</a>	<a href="#">11</a>	<a href="#">12</a>	<a href="#">13</a>	<a href="#">14</a>	<a href="#">15</a>	<a href="#">16</a>
<a href="#">17</a>	<a href="#">18</a>	<a href="#">19</a>	<a href="#">20</a>	<a href="#">21</a>	<a href="#">22</a>	<a href="#">23</a>
<a href="#">24</a>	<a href="#">25</a>	<a href="#">26</a>	<a href="#">27</a>	<a href="#">28</a>	<a href="#">29</a>	<a href="#">30</a>
<a href="#">1</a>	<a href="#">2</a>	<a href="#">3</a>	<a href="#">4</a>	<a href="#">5</a>	<a href="#">6</a>	<a href="#">7</a>

Statute

No records to display.

# eSERS TRAINING



## Results Entry

A list of  
your  
precincts  
appears  
at the top  
of the  
page.

Voter  
registration  
numbers for  
each precinct  
are updated  
on election  
day

Browser address bar: <http://mteserestest.usgovcloudapp.net/county/adminMainReturns.aspx> eSERS - Election Night Retu... x

File Edit View Favorites Tools Help

**eSERS MONTANA** electronic statewide election reporting system

Returns Post Election Other Links Logout

County: Lewis & Clark

**Primary Election - 6/7/2016** [Change](#)

**ELECTION NIGHT RETURNS**

County Election Night Returns Entry Pages

Last Updated	Complete	Voters
<a href="#">PCT 01</a>	<input type="checkbox"/>	1323
<a href="#">PCT 02</a>	<input type="checkbox"/>	1329
<a href="#">PCT 03</a>	<input type="checkbox"/>	1267
<a href="#">PCT 04</a>	<input type="checkbox"/>	1143
<a href="#">PCT 05</a>	<input type="checkbox"/>	1329
<a href="#">PCT 06</a>	<input type="checkbox"/>	1504
<a href="#">PCT 07</a>	<input type="checkbox"/>	1336
<a href="#">PCT 08</a>	<input type="checkbox"/>	1682
<a href="#">PCT 09</a>	<input type="checkbox"/>	1611
<a href="#">PCT 10</a>	<input type="checkbox"/>	1746
<a href="#">PCT 11</a>	<input type="checkbox"/>	1548
<a href="#">PCT 12</a>	<input type="checkbox"/>	943
<a href="#">PCT 13</a>	<input type="checkbox"/>	2111
<a href="#">PCT 14</a>	<input type="checkbox"/>	1413
<a href="#">PCT 15</a>	<input type="checkbox"/>	1198
<a href="#">PCT 16</a>	<input type="checkbox"/>	603
<a href="#">PCT 16A</a>	<input type="checkbox"/>	197
<a href="#">PCT 16B</a>	<input type="checkbox"/>	719

# eSERS TRAINING

## Results Entry



<a href="#">←</a> <a href="#">→</a> <a href="#">↻</a> <a href="#">www.mtcountyresults.gov/county/adminMainReturns.aspx</a> <a href="#">☆</a> <a href="#">📄</a> <a href="#">⚙️</a>				
<a href="#">Done</a> <a href="#">Click here to upload ERM files.</a> <a href="#">Cancel</a>				
	Area	Party	Candidate/Question	Votes
▼ RaceName: PRESIDENT AND VICE PRESIDENT				
	MT	DEM	HILLARY CLINTON AND TIM Kaine	0
	MT	ADP	"ROCKY" ROQUE DE LA FUENTE AND MICHAEL STEINBERG	0
	MT	LIB	GARY JOHNSON AND BILL WELD	0
	MT	GRN	JILL STEIN AND AJAMU BARAKA	0
	MT	REP	DONALD J. TRUMP AND MICHAEL R. PENCE	0
	MT		write-in	0
▼ RaceName: UNITED STATES REPRESENTATIVE				
	CONG	LIB	RICK BRECKENRIDGE	0
	CONG	DEM	DENISE JUNEAU	0
	CONG	REP	RYAN ZINKE	0
	CONG		write-in	0
▼ RaceName: GOVERNOR & LT. GOVERNOR				
	MT	DEM	STEVE BULLOCK AND MIKE COONEY	0
	MT	LIB	TED DUNLAP AND RON VANDEVENDER	0
	MT	REP	GREG GIANFORTE AND LESLEY ROBINSON	0
	MT		write-in	0
▼ RaceName: SECRETARY OF STATE				
	MT	DEM	MONICA J. LINDEEN	0
	MT	LIB	ROGER ROOTS	0
	MT	REP	COREY STAPLETON	0
	MT		write-in	0
▼ RaceName: ATTORNEY GENERAL				
	MT	REP	TIM FOX	0
	MT	DEM	LARRY JENT	0
	MT		write-in	0

**Scroll  
down the  
page to get  
a list of  
races/  
candidates  
/issues**



# eSERS TRAINING



## Results Entry

Browser address bar: <http://mteserestest.usgovcloudapp.net/county/adminMainReturns.aspx>

File Edit View Favorites Tools Help

**eSERS MONTANA** electronic statewide election reporting system

County: [Lewis & Clark](#)

[Returns](#) [Post Election](#) [Other Links](#) [Logout](#)

**ELECTION NIGHT RETURNS**

County Election Night Returns Entry Pages

Last Updated	Complete	Voters
<a href="#">PCT 01</a>	<input type="checkbox"/>	1323
<a href="#">PCT 02</a>	<input type="checkbox"/>	1329
<a href="#">PCT 03</a>	<input type="checkbox"/>	1267
<a href="#">PCT 04</a>	<input type="checkbox"/>	1143
<a href="#">PCT 05</a>	<input type="checkbox"/>	1329
<a href="#">PCT 06</a>	<input type="checkbox"/>	1504
<a href="#">PCT 07</a>	<input type="checkbox"/>	1336
<a href="#">PCT 08</a>	<input type="checkbox"/>	1682
<a href="#">PCT 09</a>	<input type="checkbox"/>	1611
<a href="#">PCT 10</a>	<input type="checkbox"/>	1746
<a href="#">PCT 11</a>	<input type="checkbox"/>	1548
<a href="#">PCT 12</a>	<input type="checkbox"/>	943
<a href="#">PCT 13</a>	<input type="checkbox"/>	2111
<a href="#">PCT 14</a>	<input type="checkbox"/>	1413
<a href="#">PCT 15</a>	<input type="checkbox"/>	1198
<a href="#">PCT 16</a>	<input type="checkbox"/>	603
<a href="#">PCT 16A</a>	<input type="checkbox"/>	197
<a href="#">PCT 16B</a>	<input type="checkbox"/>	719

Select the first precinct that you receive returns for.



# eSERS TRAINING



## Results Entry

General Election - 11/8/2016 [Change](#)

### ELECTION NIGHT RETURNS ENTRY

440 registered voters.

Precinct Name: **PREC 10**

	Area	Party	Candidate/Question	
▼ RaceName: PRESIDENT AND VICE PRESIDENT				
	MT	DEM	HILLARY CLINTON AND TIM Kaine	0
	MT	ADP	"ROCKY" ROQUE DE LA FUENTE AND MICHAEL STEINBERG	0
	MT	LIB	GARY JOHNSON AND BILL WELD	0
	MT	GRN	JILL STEIN AND AJAMU BARAKA	0
	MT	REP	DONALD J. TRUMP AND MICHAEL R. PENCE	0
	MT		<u>write-in</u>	0
▼ RaceName: UNITED STATES REPRESENTATIVE				
	CONG	LIB	RICK BRECKENRIDGE	0
	CONG	DEM	DENISE JUNEAU	0
	CONG	REP	RYAN ZINKE	0
	CONG		<u>write-in</u>	0
▼ RaceName: GOVERNOR & LT. GOVERNOR				
	MT	DEM	STEVE BULLOCK AND MIKE COONEY	0
	MT	LIB	TED DUNLAP AND RON VANDEVENDER	0
	MT	REP	GREG GIANFORTE AND LESLEY ROBINSON	0
	MT		<u>write-in</u>	0

Begin entering results for each candidate in the yellow data entry boxes.

# eSERS TRAINING



## Results Entry

If you are entering absentee results first, and entering poll results later, the results from the polls must be added to the votes already entered. Example:

Precinct Name: **PREC 10**

	Area	Party	Candidate/Question	
RaceName: PRESIDENT AND VICE PRESIDENT				
	MT	DEM	HILLARY CLINTON AND TIM KAINE	100
	MT	ADP	"ROCKY" ROQUE DE LA FUENTE AND MICHAEL STEINBERG	0
	MT	LIB	GARY JOHNSON AND BILL WELD	0
	MT	GRN	JILL STEIN AND AJAMU BARAKA	0
	MT	REP	DONALD J. TRUMP AND MICHAEL R. PENCE	0
	MT		<u>write-in</u>	0



Candidate Hillary Clinton has 100 absentee votes previously entered for this precinct. After votes at the polls are counted, she has 400 more votes. You should remove the 100 votes and enter 500 votes.



# WRITE-IN RESULTS ENTRY

# eSERS TRAINING



## Enter Write-in Results

### ELECTION NIGHT RETURNS ENTRY

General Election - 11/8/2016 [Change](#)

Precinct Name: **PREC 10**

440 registered voters.

	Area	Party	Candidate/Question	
▼ RaceName: PRESIDENT AND VICE PRESIDENT				
	MT	DEM	HILLARY CLINTON AND TIM Kaine	0
	MT	ADP	"ROCKY" ROQUE DE LA FUENTE AND MICHAEL STEINBERG	0
	MT	LIB	GARY JOHNSON AND BILL WELD	0
	MT	GRN	JILL STEIN AND AJAMU BARAKA	0
	MT	REP	DONALD J. TRUMP AND MICHAEL R. PENCE	0
	MT			0
▼ RaceName: UNITED STATES REPRESENTATIVE				
	CONG	LIB	RICK BRECKENRIDGE	0
	CONG	DEM	DENISE JUNEAU	0
	CONG	REP	RYAN ZINKE	0
	CONG		<u>write-in</u>	0
▼ RaceName: GOVERNOR & LT. GOVERNOR				
	MT	DEM	STEVE BULLOCK AND MIKE COONEY	0
	MT	LIB	TED DUNLAP AND RON VANDEVENDER	0
	MT	REP	GREG GIANFORTE AND LESLEY ROBINSON	0
	MT		<u>write-in</u>	0

Enter the total write-in votes from your tabulator tape/report or from your precinct returns report; go down to the bottom, and hit "submit".

# eSERS TRAINING

## Enter Write-in Results Detail



ELECTION NIGHT RETURNS ENTRY

General Election - 11/8/2016 [Change](#)

440 registered voters.

Precinct Name: **PREC 10**

	Area	Party	Candidate/Question	
▼ RaceName: PRESIDENT AND VICE PRESIDENT				
	MT	DEM	HILLARY CLINTON AND TIM Kaine	0
	MT	ADP	"ROCKY" ROQUE DE LA FUENTE AND MICHAEL STEINBERG	0
	MT	LIB	GARY JOHNSON AND BILL WELD	0
	MT	GRN	JILL STEIN AND AJAMU BARAKA	0
	MT	REP	DONALD J. TRUMP AND MICHAEL R. PENCE	0
	MT		<u>write-in</u>	
▼ RaceName: UNITED STATES REPRESENTATIVE				
	CONG	LIB	RICK BRECKENRIDGE	0
	CONG	DEM	DENISE JUNEAU	0
	CONG	REP	RYAN ZINKE	0
	CONG		<u>write-in</u>	0
▼ RaceName: GOVERNOR & LT. GOVERNOR				
	MT	DEM	STEVE BULLOCK AND MIKE COONEY	0
	MT	LIB	TED DUNLAP AND RON VANDEVENDER	0
	MT	REP	GREG GIANFORTE AND LESLEY ROBINSON	0
	MT		<u>write-in</u>	0

Come back to the data entry screen and click on “write-in”.

**Note:** you must have already submitted before entering write-in detail or you will lose whatever was entered in the data entry screen.

# eSERS TRAINING



## Enter Write-in Results Detail

Choose the write-in candidate from the drop-down OR type the candidate name in box.

Enter the # of write-in votes for that candidate

Select "Add"

The screenshot shows the eSERS MONTANA web application interface. The header includes the eSERS logo and 'MONTANA electronic statewide election reporting system'. Navigation links for 'Canvass Report', 'Election Database', 'Other Links', and 'Logout' are present. The current page is titled 'WRITE-IN - UNITED STATES REPRESENTATIVE DEM'. A dropdown menu for 'County' is set to 'Blaine'. Below this, there's a section for 'Primary Election - 6/7/2016'. The main form area has a yellow background and contains a 'Choose Candidate' dropdown, a text box for 'or Enter Name (First, Middle, Last)', and a 'Votes' input field. A table below shows a candidate 'test test' with 2 votes. At the bottom, there are buttons for 'Return', 'Save', 'Delete Selected', and 'Cancel'. Blue arrows point to the 'Choose Candidate' dropdown, the 'or Enter Name' text box, the 'Total Write-in Votes' input field (which shows '2'), and the 'Add' button.

Candidate	Votes
test test	2

Note that the total votes comes over from the data entry screen.

# eSERS TRAINING



## Enter Write-in Results Detail

The screenshot shows the eSERS MONTANA web application interface. The browser address bar displays the URL: <http://www.mtcountyresults.gov/County/adminwritein.aspx?pid=403&rid=4500048148;pty=DEM>. The page title is "eSERS - Write-in - UNITED ...". The application header includes the eSERS MONTANA logo and the text "electronic statewide election reporting system". The navigation bar contains links: "Canvass Report", "Election Database", "Other Links", and "Logout". The page content shows the "WRITE-IN - UNITED STATES REPRESENTATIVE DEM" section. The "Add Candidate" section includes a "Choose Candidate" dropdown menu, a text input field for "or Enter Name (First, Middle, Last)", and a "Votes" input field with "Enter" and "Add" buttons. The "Total Write-in Votes" section shows a value of "2". Below this is a table with columns "Candidate" and "Votes". The table contains one row with the candidate "test test" and "2" votes. At the bottom of the page are buttons: "Return", "Save", "Delete Selected", and "Cancel".

Candidate	Votes
test test	2

Write-in names entered will appear here. Once write-ins for the office are complete, select "Save" and "Return" to return to the results entry screen.



# FINALIZING RESULTS



# eSERS TRAINING



## Finalizing Results

INITIATIVE NO. 181 - PROMOTE RESEARCH INTO DEVELOPING THERAPIES AND CURES FOR BRAIN DISEASES AND INJURIES.		
MT	YES ON INITIATIVE I-181	<input type="text" value="0"/>
MT	NO ON INITIATIVE I-181	<input type="text" value="0"/>
INITIATIVE NO. 182 - EXPAND ACCESS TO MEDICAL MARIJUANA.		
MT	YES ON INITIATIVE I-182	<input type="text" value="0"/>
MT	NO ON INITIATIVE I-182	<input type="text" value="0"/>
OFFICIAL BALLOT ON THE ALTERNATIVE FORM OF LOCAL GOVERNMENT		
CL_L	FOR ADOPTION OF THE COMMISSION-MAYOR CHARTER PLAN FOR THE CITY OF LEWISTOWN	<input type="text" value="0"/>
CL_L	FOR THE EXISTING COMMISSIONER-MANAGER FORM OF GOVERNMENT.	<input type="text" value="0"/>

# Voters

440

Ballots Cast

Last Updated: 10/20/2016 4:22:28 PM

Reset

Cancel

Submit

☐ Precinct Complete

When all results for the precinct are entered, type in the number of ballots cast for the precinct, check Precinct Complete, and hit Submit.

**The Precinct Complete checkbox is a critical component of results reporting, and must be checked for each precinct!**

# eSERS TRAINING



## Finalizing Results

 **MONTANA** electronic statewide election reporting system

ReturnsPost ElectionOther LinksLogout

County: Lewis & Clark

Primary Election - 6/7/2016

### ELECTION NIGHT RETURNS

#### County Election Night Returns Entry Pages

Last Updated	Complete	Voters
<a href="#">PCT 01</a>	<input type="checkbox"/>	
<a href="#">PCT 02</a>	<input type="checkbox"/>	
<a href="#">PCT 03</a>	<input type="checkbox"/>	
<a href="#">PCT 04</a>	<input type="checkbox"/>	
<a href="#">PCT 05</a>	<input type="checkbox"/>	
<a href="#">PCT 06</a>	<input type="checkbox"/>	
<a href="#">PCT 07</a>	<input type="checkbox"/>	
<a href="#">PCT 08</a>	<input type="checkbox"/>	
<a href="#">PCT 09</a>	<input type="checkbox"/>	
<a href="#">PCT 10</a>	<input type="checkbox"/>	
<a href="#">PCT 11</a>	<input type="checkbox"/>	
<a href="#">PCT 12</a>	<input type="checkbox"/>	

Repeat the process for each precinct, checking Precinct Complete when you complete results entry for a precinct.

# eSERS TRAINING



## Before you go home for the night:

- ✓ Have you checked “Precinct Complete” for each Precinct?
- ✓ Is your “Ballots Cast” number correct for each Precinct?
  - ✓ Compare carefully to your tabulator tape/report or to your results report from each precinct
  - ✓ Ballots Cast cannot be more than the number of voters
- ✓ Have you checked in with your SOS Results Coordinator?





# ENTERING PROVISIONAL/ OTHER VOTES

# eSERS TRAINING



## BUT WAIT.....

**Your work's not done! Provisional ballots not resolved on election day, plus certain eballots and FWABS, must be counted after 3 p.m. the Monday after election day. Results from counting of these ballots must be entered into eSERS.**

- Remember that results are cumulative, so you must add the results to the results already entered into eSERS
- Refer to slides #11-14 on how to enter updated results
- Remember to also update “ballots cast”



# CANVASS REPORT

# eSERS TRAINING



## Canvass Report

Screenshot of the eSERS MONTANA electronic statewide election reporting system interface.

The browser address bar shows: <http://mtesertest.usgovcloudapp.net/Default.aspx>

The page header includes the eSERS MONTANA logo and the text "electronic statewide election reporting system".

Navigation tabs: Canvass Report, Election Database, Other Links, Logout.

County: Judith Basin

Primary Election - 6/7/2016 [Change](#)

A blue arrow points to the "Canvass Report" tab.

Tasks

Calendar for May 2016:

Su	Mo	Tu	We	Th	Fr	Sa
24	25	26	27	28	29	30
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Statute

No records to display.

updated: 04/06/2016

Footer: Candice Kraemer  
Re: FVAP Updated Address  
Thank you!







# eSERS TRAINING



## Canvass Certification/Coversheet

http://mteserestest.usgovcloudapp.net/Default.aspx

eSERS MONTANA electronic statewide election reporting system

Canvass Report Election Database Other Links Logout

County Canvass Summary  
County Canvass Certification  
County Recount Certificate  
State Canvass

County: Judith Basin

Primary Election - 6/7/2016 [Change](#)

Tasks

May 2016

Su	Mo	Tu	We	Th	Fr	Sa
24	25	26	27	28	29	30
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Statute

No records to display.

updated: 04/06/2016

# eSERS TRAINING



## Canvass Certification/Coversheet

File Edit View Favorites Tools Help

**eSERS MONTANA** electronic statewide election reporting system

Canvass Report Election Database Other Links Training Logout

County: Deer Lodge ▼

[General Election - 11/8/2016](#) [Change](#)

☐ I do hereby certify that the Canvass Report contained herein constitutes a full, true and complete abstract of election results.

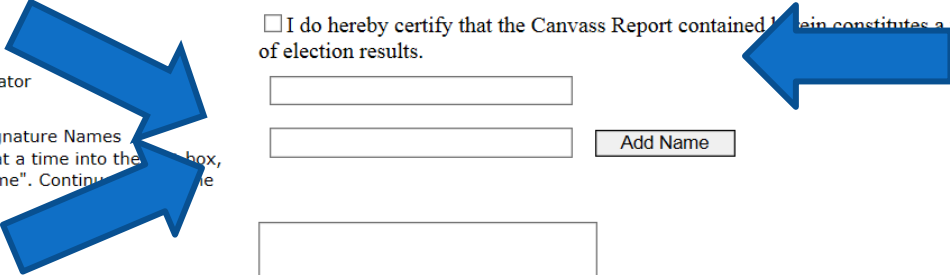
Election Administrator

Canvass Board Signature Names  
(Enter one name at a time into the box, and click "Add Name". Continue to add names one at a time.)

Add Name

Print County Canvass Certificate

Certificate Recount Certificate



# eSERS TRAINING




## Canvass Certification/Coversheet

http://test.mtcountyresults.gov/reports/reportviewer.aspx?rptid: test.mtcountyresults.gov

File Edit View Favorites Tools Help

1 of 1 >> Export to the selected format Export

 **OFFICIAL CANVASS OF THE NOVEMBER 08, 2016 GENERAL ELECTION  
STATE OF MONTANA**

The undersigned hereby certify that the within constitutes a full, true and complete abstract of the number of electors voting, the name of each individual receiving votes; the office for which the votes were received by precinct, legislative house district or portion thereof, and Ballot Issues as set forth within; and the total votes cast for each individual for the offices enumerated herein.

Attest our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**DEER LODGE COUNTY BOARD OF CANVASSERS**

test \_\_\_\_\_ (SEAL)

test 2 \_\_\_\_\_

test 3 \_\_\_\_\_

Attest my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

# eSERS TRAINING



## Write-in Canvass

eSERS - Home - Windows Internet Explorer  
http://countyresults.sos.mt.gov/default.aspx

eSERS MONTANA electronic statewide election reporting system

Election Setup Maintenance **Canvass Report** Reports Election Database Other Links

Logged in: STATE/ct1833 County: Lewis & Clark  
[General Election - 11/4/2014](#) [Change](#)

**HOME**

**Calendar**

April May

S	M	T	W
1	2	3	4
8	9	10	11
15	16	17	18
22	23	24	25
29	30	31	1
5	6	7	8
9	10	11	

Today: 5/17/2016

- County Canvass Summary
- County Canvass Certification
- County Canvass Write-in**
- County Recount Canvass
- County Recount Certificate
- State Canvass
- State Canvass By HD
- State Canvass Certificate
- State Legislative Canvass
- State Canvass Write-in
- State Recount Canvass
- State Recount Legislative Canvass
- State Recount Certificate

		Statute	Owner
August 21	Ballot Certification - Deadline for SOS to certify candidates for ballot is in 5 days.	13-10-208(1)	State
September 25	Write-in Candidates - Deadline for write-in candidate to file Declaration of Intent	13-10-211(1)	County



# RECOUNT CANVASS REPORT

# eSERS TRAINING



**In the event of a recount, the county canvass board must meet to re-canvass the results of the recount.**

**You follow the same steps as the regular canvass, except there will be a “Recount Canvass Report”, and a “Recount Certification” to print, have signed, and sent by certified mail to SOS (unless it’s a local race being recounted; the recount report does not need to be sent to SOS for local recounts).**



# PUBLIC RESULTS SITE



# eSERS TRAINING



## Public Results Site

- Get to the public results site from the SOS webpage OR
- Get to the public results site directly from the URL:
  - [mtelectionresults.gov](http://mtelectionresults.gov)

# eSERS TRAINING



## Public Results Site – PLEASE HELP US!

Enter/Upload results into eSERS FIRST. All Montanans are watching the election night results site, and results should be provided to our citizens first, before going to select news outlets.

We get frequent phone calls/social media inquiries on “why does X newspaper/TV station already have X county’s results, but your website does not.”

# eSERS TRAINING




## Public Results Site

← → http://mtresults.totalvote.com/Default.aspx Montana Secretary of State

File Edit View Favorites Tools Help

Last Updated: 5/10/2016 9:01:48 PM MT

 MONTANA SECRETARY OF STATE

SOS HOME MY TRACKED CONTESTS

**2016**  
PRIMARY ELECTION - JUNE 7, 2016

STATEWIDE VOTER TURNOUT





268.83%

PRECINCTS REPORTING

0.0%


Test Data

**ELECTION RESULTS**

	<b>FED</b> Federal	<b>STATE</b> Statewide	<b>PSC</b> Public Service Commissioner
	<b>SCJ</b> State Supreme Court	<b>JUD</b> District Court Judge	
<b>SENATE</b> State Senate		<b>HOUSE</b> State House	

**QUICK SEARCH**

RESULTS BY COUNTY AND LOCAL RESULTS



# eSERS TRAINING



## Public Results Site

Screenshot of the Montana Secretary of State's Public Results Site for the 2016 Primary Election.

**Navigation:** HOME, MY TRACKED CONTESTS, EXPORT

**2016 PRIMARY ELECTION - JUNE 7, 2016**

**STATEWIDE VOTER TURNOUT:** 0.0%

**PRECINCTS REPORTING:** 0.0%

**JUDITH BASIN COUNTY RESULTS**

**PRESIDENT**

☐ FOLLOW THIS CONTEST

PRECINCTS FULLY: 0 / 691 | PARTIALLY: 0 / 691

HILLARY CLINTON Democrat	0%	0
BERNIE SANDERS Democrat	0%	0
NO PREFERENCE Democrat	0%	0

**TOTAL VOTES:** 0

**MAP** | **PRECINCT RESULTS**

# eSERS TRAINING



## Public Results Site

- All results are exportable
- All results can be viewed by state, by county, and by precinct
- Turnout is displayed (for state only), and is updated as results come in
- Potential recount races are flagged (but only after all precincts for that race are checked as “precinct complete”)



# **PUBLIC RESULTS SITE**

## **POTENTIAL RECOUNT CALCULATIONS**

# eSERS TRAINING



## Potential Recount Races


- **eSERS will flag a race as a potential recount if the margin of difference does not exceed  $\frac{1}{2}$  of 1% once reporting for all precincts for that race are complete.**
- **Remember that recounts are not automatic -**
  - If the margin does not exceed  $\frac{1}{4}$  of 1%, the unsuccessful candidate may petition for a recount
  - If the margin exceeds  $\frac{1}{4}$  of 1%, but does not exceed  $\frac{1}{2}$  of 1%, the unsuccessful candidate may petition for a recount and must pay the estimated costs of the recount
- **Potential recounts are calculated after the county or state canvass, depending on if the race is local or state.**



# eSERS TRAINING



Last Updated: 5/19/2016 3:08:14 PM MT

 **MONTANA SECRETARY OF STATE**

[SOS HOME](#) [MY TRACKED CONTESTS](#)

**2016**  
PRIMARY ELECTION -  
JUNE 7, 2016

STATEWIDE VOTER  
TURNOUT





4.55%

PRECINCTS  
REPORTING

0.29%

Test Data

**ELECTION RESULTS**

	<b>FED</b> Federal	<b>STATE</b> Statewide	<b>PSC</b> Public Service Commissioner
	<b>SCJ</b> State Supreme Court	<b>JUD</b> District Court Judge	
<b>SENATE</b> State Senate		<b>HOUSE</b> State House	

**QUICK SEARCH** x

**RESULTS BY COUNTY AND LOCAL RESULTS**



## Election Results

- Home
- Federal
- Statewide
- Public Service Commissioner
- State Supreme Court
- District Court Judge
- State Senate
- State House
- Voter Turnout
- Precincts Reporting
- Potential Recount Races
- Results By County
- Statewide and County Exports



# eSERS TRAINING



Browser address bar: <http://www.mtelectionresults.gov/ResultsSW.aspx?type=RECOUNT>

## POTENTIAL RECOUNT RACES

Races are flagged as possible recount races if, after final unofficial results have been reported, the margin of difference does not exceed 1/2 of 1% of the total votes cast for all candidates for the same position. Recounts are not automatic. In order for a recount to take place, the defeated candidate in that recount qualifying race must file a petition for recount with the Secretary of State within 5 days of the official state canvass (or with the county election administrator within 5 days of the county canvass if a local race).

If the margin of difference is greater than 1/4 of 1%, but less than 1/2 of 1%, the defeated candidate requesting a recount must post a bond with the clerk and recorder of the county in which the candidate resides. The bond must be in an amount set by the clerk and recorder sufficient to cover all costs of the recount incurred by each county in which a recount is sought, including loss of time of regular employees caused by absence from their regular duties. A bond is not required when the margin of difference is less than 1/4 of 1%.

For more information on recounts, see 13-16-201 MCA and 13-16-211 MCA.

\*Please Note: The official canvassed elections results will be used to determine whether a recount may be requested under 13-16-201 MCA and/or 13-16-211 MCA.

Write-in results are not reported on this site, and write-in vote totals are not included in the Percentage Calculations below.

### PETROLEUM COUNTY - COUNTY COMMISSIONER

☐ FOLLOW THIS CONTEST      PRECINCTS FULLY: 1 / 1 | PARTIALLY: 0 / 1      EXPORT

Possible Recount

NATHAN DESCHEEMAEKER Non-Partisan	<div><div></div></div> 49%	504
CRAIG IVERSON Non-Partisan	<div><div></div></div> 50%	505
TOTAL VOTES		1,009

# eSERS TRAINING



**On Election Day/Night**, who do I call with questions?

- Call your SOS ENR Coordinator if:
  - You do not know your C#
  - You do not remember the link to get to your data entry
  - You do not remember your ePass log-in information
  - You are having problems with your ERM upload
  - You are having problems with precinct data entry

**After Election Day/Night**, who do I call with questions?

- Call SOS elections staff

This may be the most watched election in history – and accurate and timely election results have never been more important.



The SOS Election Night Reporting Team is here all night to help you!

# eSERS TRAINING

The logo consists of a light blue silhouette of the state of Indiana. Inside the silhouette, the text "eSERS" is written in a black, serif font.

eSERS

The word "QUESTIONS" is centered on the slide in a large, teal, sans-serif font with a white outline and a slight drop shadow. Surrounding the text are six decorative question marks. Each question mark is composed of a dense, colorful pattern of small, stylized question marks in various colors (red, orange, yellow, green, blue, purple, pink). The question marks are arranged in two rows of three, with the top row slightly offset to the left and the bottom row slightly offset to the right.

# QUESTIONS