ElectionBuddy Voting Overview & FAQs

Process for USNC Voters

Welcome to ElectionBuddy! To streamline your voter experience, the USNC will now be managing its policy committee ballots through this easy, online platform. While the process is pretty simple, here's an overview for you to reference.

When a ballot that you can vote on becomes available, you will receive an email notification. This notification will include a link directly to the ballot. Voting is as simple as clicking on the link, selecting your vote(s), and pressing submit!

Voting with ElectionBuddy is easy as 1, 2, 3!

1. **Check your inbox!**
   When a ballot that you can vote on becomes available, you will receive an email notification from invitations@mail.electionbuddy.com. Either click on the link in the email or copy the link and paste it into your browser's address bar. Both methods will automatically take you to the ballot.

   Tip! To avoid emails going to spam, add invitations@mail.electionbuddy.com to your contact list, or ask your IT department to approve ElectionBuddy's domain and IP address.

2. **Select your choices**
   Once at the ballot, you will have the option to answer each ballot question. You should see instructions both at the top of the page and at the top of each position or question on the ballot. After you have completed the ballot, click "Continue".

   To review comments submitted on a ballot, simply follow the "results" link in the ElectionBuddy email. You may view comments at any time; you do not need to submit a vote in order to see comments.

3. **Review your ballot and submit**
   You can review the ballot prior to submitting. At the review stage, you have the opportunity to "Edit Ballot" and change your answers. If you are satisfied with your choices, click "Submit Ballot" to send your ballot to ElectionBuddy to be counted.

   A confirmation page will be displayed once your ballot is submitted; you will also receive a confirmation of your vote via email.

To change your vote, please email Ade Gladstein (agladstein@ansi.org) and Megan Pahl (mpahl@ansi.org) before the ballot closes.

Things to keep in mind:
- You will not need an ElectionBuddy account to vote
- Each voter will receive a unique link to submit their vote
- Ballots automatically close at the stated deadline
- Not seeing your ballot invitation? Try adding invitations@mail.electionbuddy.com to your contact list, or ask your IT department to approve ElectionBuddy's domain and IP address.
- To edit your vote, please email Ade Gladstein (agladstein@ansi.org) and Megan Pahl (mpahl@ansi.org).

Frequently Asked Questions

Below are some of our most frequently asked questions about ElectionBuddy. If your question is not listed below, please email Megan Pahl at mpahl@ansi.org for assistance.

1. **Can USNC policy committee members see how others have voted on a ballot before submitting their own vote or comment?**
   Yes, you may review the submitted comments on a ballot at any time using the results link provided in the ElectionBuddy ballot email. To find the comments, simply select the results list, then select "view comments." You do not need to submit a vote to be able to see submitted comments.

2. **Can a voter go back into the ElectionBuddy system and change a vote before the ballot closes?**
   No, votes cannot be changed directly in the ElectionBuddy platform after they've been submitted. To change your vote before the close date, members will need to email USNC staff (Ade Gladstein, agladstein@ansi.org, and Megan Pahl, mpahl@ansi.org) to make that change manually.

3. **Will ElectionBuddy send automated emails to the voter list when comments are submitted on a ballot?**
   No, this feature is not available in ElectionBuddy. However, the results link needed to view comments is provided in the initial ElectionBuddy ballot email as well as all reminder emails. USNC staff sends two reminder emails for each two-week ballot. In addition to a general reminder to vote, these notifications encourages voters to review submitted comments; reminders also include instructions on how to change your vote before the ballot closes.

Questions or comments? Feel free to reach out to USNC staff (usnc@ansi.org) at any time!