IEEE vTools

Tutorials

Topic: Voting – Update Election Results
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Update Election Results

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You must be signed in to access volunteer’s Ballot Dashboard options.
Ballot Dashboard

Click Ballot Dashboard to view Active, Saved and Past ballots, create new ballots and manage elections.
The Past Ballots Dashboard includes ballots once the election has ended. Once the election has ended, you can update the election results by clicking on the Manage option.

**Note:** Only the Election Manager will have access to the election results. This is to maintain the integrity of the election process.
Manage Ballot - Update Election Results

IEEE Queretaro Section

<table>
<thead>
<tr>
<th>Manage</th>
<th>Update results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email Log</td>
<td>View results</td>
</tr>
</tbody>
</table>

Click on Update Results

- **Organization**: Queretaro Section (R90361)
- **Start/End dates**: 17 October 2016 12:00 AM - 04 November 2016 11:59 PM
- **Timezone**: Mexico City
- **Eligible voters**: There are 80 registered voters
- **Online voter turnout**: 23%
- **# of emails sent**: 0 (out of 3 max)
- **Last email sent on**: No emails have been sent.
- **Next email can be sent on**: No emails have been sent.
- **Contact email**: None

**Note**: Election results are **not** automatically reported to IEEE headquarters.

The election results must be reported using another vTools application: vTools.OfficerReporting (http://officers.vtools.ieee.org).

For more information, click here.
On this screen, you will see the results of the ballot, and are given the option to add the paper ballot votes for the corresponding candidates.

For this example, we will add 2 votes for Treasurer, and 1 for Vice-chair.
Update Election Results

The following updates to the election results have been recorded.

<table>
<thead>
<tr>
<th>Chair</th>
<th>Adjustment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saul Tovar-Amiaga</td>
<td>no change</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vice-chair</th>
<th>Adjustment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carlos Torres Hernandez</td>
<td>+1 vote</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Treasurer</th>
<th>Adjustment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandra Hernandez Lopez</td>
<td>+2 votes</td>
</tr>
</tbody>
</table>

Confirmation message that changes have been recorded

Adjustment to votes is displayed. Click **Save Changes** to confirm changes.
Review Updated Election Results

Here we see that the changes have taken place. The prior voting results for Vice-chair were 18 votes, but after adding the 1 paper ballot vote, the total is now 19 votes.

Return to Manage Ballot Click View Results to review updated election results.
In this example, a write-in candidate has been added to the election results.

**Vice-chair**

- Carlos Torres Hernandez: 95.0% votes, 19 Manual votes, 1
- Maria Rios (write-in): 5.0% votes, 1 Manual votes, 1

**Treasurer**

- Sandra Hernandez Lopez: 100.0% votes, 20 Manual votes, 2
Note: Election results are not automatically reported to IEEE headquarters.

Note: Election results are reported using another vTools application: vTools.OfficerReporting (http://officers.vtools.ieee.org)

For more information, click here.
Thank you for viewing the tutorial. Please remember to visit vTools’ site (http://vtools.ieee.org) to learn more about our projects. If you have any questions regarding vTools.Voting, please email us at: vtools@ieee.org.