



Our customers come first.



# Democracy Suite® ImageCast® Printing and Finishing Specification

Version: 5.2-CO::55

February 16, 2017



TO LEARN MORE ABOUT OUR TECHNOLOGY, PEOPLE AND SERVICES  
VISIT **DOMINIONVOTING.COM** TODAY



# NOTICE OF CONFIDENTIALITY AND NONDISCLOSURE

This document contains information that is protected as an unpublished work by Dominion Voting Systems (Dominion) under applicable copyright laws. The Recipient is to retain this document in confidence and is not permitted to copy, reproduce, or to incorporate the contents hereof into any other media other than as permitted in a written agreement with Dominion. The below statutory copyright notice shall not imply or be deemed publication of this product.

## PROPRIETARY NOTICE

The statements in this work, including, without limitation, directions, commentary, notes, and other elements contained herein, and their selection, expression, format, ordering and other attributes, constitute proprietary and confidential technical information and are protected under Canadian, United States and International copyright and other intellectual property laws. Title and all rights thereto, including, but not limited to all copyrights, trademarks and any trade secrets belong solely to Dominion. No distribution of any contained statements by a licensee or use by a distributee, whether as a product or a service, including without limitation, the right to copy, duplicate, reproduce, adapt, publish, quote, translate or incorporate into other formats, media, or derivative works of any kind, is permitted.

# RELEVANT DISCLAIMERS

The final list of items to be disclaimed in this release is to be confirmed. Please be advised that this document may make reference to the following Democracy Suite<sup>®</sup> functionalities:

- AIMS Data Translator
- Avalue tablets
- EMS Enterprise configuration
- Election Data Exchange Station (EDES)
- ImageCast<sup>®</sup> Evolution
- ImageCast<sup>®</sup> Evolution Dual Monitor functionality
- ImageCast<sup>®</sup> Listener
- ImageCast<sup>®</sup> Precinct
- ImageCast<sup>®</sup> Precinct Audio
- ImageCast<sup>®</sup> Precinct Ballot Marking Device (BMD)
- ImageCast<sup>®</sup> Precinct BMD Audio
- Rank Choice Voting (RCV)
- Recall Issues
- Mode 2 asymmetric cryptography
- Mode 3 asymmetric cryptography
- NYS General and Primary Ballot Template
- Modem and transmission functionality
- WinEDS Importer

These functionalities are not components of the current Democracy Suite<sup>®</sup> 5.2-CO certification campaign, and should be disregarded throughout the document.

# Revision History

Revision	Date	Author	Summary
55	2017-02-16	brian.fitzsimmons	Set majorrevision to 5.2-CO, set disclaimer to 5.2CO
54	2017-02-16	brian.fitzsimmons	Created 5.2CO branch from 5.2 branch
53	2017-02-08	brian.fitzsimmons	Propset on all .tex files
52	2017-02-08	brian.fitzsimmons	Created 5.2 branch from trunk
51	2016-12-15	brian.fitzsimmons	Set disclaimer to 5.2
50	2016-12-14	brian.fitzsimmons	Set majorrevision to 5.2
47	2016-09-14	brian.fitzsimmons	Set majorrevision to 5.1, set disclaimer to 5.1
46	2016-05-12	tijana.todorovic	Updated content based on 5.0 branch.
37	2016-04-13	brian.fitzsimmons	Set majorrevision to 5.0. Set disclaimer to 5.0
36	2016-03-16	brian.fitzsimmons	Merged changes from 4.21CO into trunk
27	2015-04-06	matt.gawlik	Adding 4.19 disclaimer
23	2013-11-08	devan.vandenboomen	Correcting ballot stock weight.
22	2013-11-05	jelena.bozic	Minor formatting changes, adding hearers to Table 2.2
21	2013-11-05	jelena.bozic	On page 26, under the ICP block in the Secure Stock section, added the ...
19	2013-04-26	devan.vandenboomen	Updating Finished Dimensions table.
18	2013-03-27	devan.vandenboomen	Adjusting new text.
17	2013-03-27	devan.vandenboomen	Adding content to ImageCast ballot stock selection.
16	2011-11-18	devan.vandenboomen	Reverting document back to EAC formatting.
15	2011-11-16	peter	Extended length and width of revisionhistory.tex
14	2011-07-27	masha.boshan	Updated section Purpose and Scope.
13	2011-05-31	devan.vandenboomen	Edited various components of the document including spelling, grammar, ...
12	2011-05-30	jelena.bozic	Made final edits of the formatting of the entire document.
11	2011-05-30	jelena.bozic	Updated revision history file.
10	2011-05-30	peter	Fixed references to CMYK values as Pantone.
9	2011-05-30	jelena.bozic	Removed old images, included new images, included them into content an ...
8	2011-05-30	jelena.bozic	Added all images for the document. Please note that quite a few images ...
7	2011-05-30	jelena.bozic	Minor changes to print spec.
6	2011-05-27	jelena.bozic	Complete editing the content of the Printing Specification chapter.
5	2011-05-27	jelena.bozic	Readded ApprovedDropoutColours.tex
4	2011-05-27	jelena.bozic	Removed approved dropout colours file and modified master.
3	2010-12-02	lisa.madokoro	Set propset keywords on all chapters.
2	2010-12-02	lisa.madokoro	Added chapters and images.
1	2010-10-29	root	Initial Import

# Allowed Authors (alphabetical)

<b>subversionID</b>	<b>Firstname Lastname</b>	<b>TitlePosition</b>
brian.fitzsimmons	Brian Fitzsimmons	Documentation Manager
devan.vandenboomen	Devan Vanden Boomen	Documentation Manager
jelena.bozic	Jelena Bozic	Product Manager
lisa.madokoro	Lisa Madokoro	Product Manager
masha.boshan	Masha Boshan	Product Manager
matt.gawlik	Matt Gawlik	Product Manager
peter	Peter Androutsos	Director, PLM
root	root	system
tijana.todorovic	Tijana Todorovic	Documentation Manager

# Contents

<b>Notice of Confidentiality and Nondisclosure</b>	<b>ii</b>
<b>Relevant Disclaimers</b>	<b>iii</b>
<b>Revision History</b>	<b>iv</b>
<b>Allowed Authors</b>	<b>v</b>
<b>List of Figures</b>	<b>vii</b>
<b>List of Tables</b>	<b>viii</b>
<b>1 Introduction</b>	<b>1</b>
1.1 Purpose and Scope . . . . .	1
<b>2 ImageCast Ballot Printing and Finishing Specification</b>	<b>2</b>
2.1 The Need for Printer Training and Qualification . . . . .	2
2.2 Dominion’s Printer Qualification Program . . . . .	2
2.3 ImageCast Ballot Artwork Source Files . . . . .	3
2.4 Approved Ballot Paper Stocks . . . . .	3
2.5 ImageCast Ballot Printing Methods . . . . .	4
2.6 ImageCast Ballot Printing Specifications . . . . .	5
2.6.1 Common Specifications for all ImageCast ballot Production . . . . .	5
2.6.2 Image Reproduction . . . . .	6
2.6.3 Ballot Card . . . . .	6
2.6.4 Other Defects . . . . .	7
2.7 Scoring and Folding Ballots . . . . .	7
2.8 Ballot Stubs - Perforations, Numbering and Padding . . . . .	7
2.9 Ballot Handling and Print Shop Cleanliness . . . . .	8
2.10 Qualification Criteria for Printers . . . . .	8
2.11 Examples of problems identified in qualification testing . . . . .	9
2.12 Examples of problem ballots . . . . .	11
<b>Appendices</b>	<b>14</b>
<b>A Approved Dropout Colors for ImageCast Precinct</b>	<b>15</b>
<b>B Images</b>	<b>21</b>

# List of Figures

2.1	ImageCast Ballot - Finished Dimensions. . . . .	5
2.2	This 14" ballot has a panel of only 1 inch, this edge feeds poorly into tabulators. . . . .	9
2.3	Visual inspection of a stack of ballots shows that the fold is cutting across an alignment mark. . . . .	10
2.4	Ballots bundled using elastics damage the ballot edges and corners, increasing the number of misfeeds. . . . .	10
2.5	For security and accuracy, the system is designed to recognize solid alignment marks only. This ballot shows widespread fading which appears as white blotches. . . . .	11
2.6	When print presses run low on ink, often the corners of the pages fade. . . . .	11
2.7	Stretched front image: the ink is dark, but the lower left alignment mark is 0.110 out of position (the rectangle indicates the expected location), three times the allowed spec. . . .	12
2.8	the front side of the ballot is drastically skewed when compared to the back. . . . .	13
A.1	Pantone Dropout color swatches. . . . .	15
A.2	CMYK Dropout color swatches 1. . . . .	16
A.3	CMYK Dropout color swatches 2. . . . .	17
A.4	CMYK Dropout color swatches 3. . . . .	18
A.5	CMYK Dropout color swatches 4. . . . .	19
A.6	CMYK Dropout color swatches 5. . . . .	20
B.1	Components of an ImageCast Ballot - Three Column. . . . .	22
B.2	Components of an ImageCast Ballot - Four Column. . . . .	23
B.3	Components of an ImageCast Ballot - Landscape. . . . .	24
B.4	Components of an ImageCast Ballot - Double-sided 14" Ballot. . . . .	25
B.5	ImageCast Ballot Stock Description. . . . .	26
B.6	ImageCast Ballot - Finished Dimensions. . . . .	27
B.7	Correctly Printed ImageCast Ballot. . . . .	28
B.8	ImageCast Ballots Incorrectly Printed - Incorrect Image to Card Registration. . . . .	29
B.9	ImageCast Ballots Incorrectly Printed - Wrong Image Scale. . . . .	30
B.10	ImageCast Ballots Incorrectly Printed - Image to Card Registration Skewed. . . . .	31
B.11	ImageCast Ballots Incorrectly Printed - Image Distortion. . . . .	32
B.12	Printing ImageCast Ballots - Definition of Main Ballot Areas. . . . .	33
B.13	Example of Fold Line Placement. . . . .	34



# List of Tables

2.1	Text and Paper Stocks Approved for ImageCast Ballots. . . . .	4
2.2	Ballot Folding Guidelines . . . . .	7

# Chapter 1

## Introduction

### 1.1 Purpose and Scope

This document provides an overview of ballot printing and finishing for all ImageCast tabulators and scanners - the ImageCast® Precinct (ICP), the ImageCast® Evolution (ICE), and ImageCast® Central (ICC) ballot tabulators. The intended audience is election administrators and their technical support staff, and the content highlights the basic ballot production process and the key factors for quality control and inspection without going into the level of detailed needed for ballot production.

This document is not the full technical specification for the Dominion ballot printer qualification program, nor does it serve to outline every print operation or cover all quality control aspects. The appropriate document for that purpose is the ***Dominion Voting Systems ImageCast Printing Specification***. Printers undergoing the qualification exercise will be provided with that document during the qualification process itself.

## Chapter 2

# ImageCast Ballot Printing and Finishing Specification

### 2.1 The Need for Printer Training and Qualification

Printing ballots is different than most commercial printing. The deadlines are fixed and the production timelines are short. Optically scanned ballots must be printed and manufactured with high precision; the tolerance for mistakes or other errors is very small. ‘Bad printing’ has been the source of several disrupted or contested elections and seemingly small mistakes can have profound consequences. Printing errors can adversely affect election operations, erode voter and candidate confidence, cost hundreds of thousands of dollars in reprinting and potentially lead to litigation and other legal challenges.

Prior to live elections, Dominion trains, tests, and qualifies printers to print and manufacture ImageCast ballots. These training procedures educate printers in order to eliminate learning curve errors, and evaluates quality control procedures. During the period of qualification, Dominion reviews the ballot quality information, and responds to printer inquiries regarding changes.

The primary goal of the training and qualification program is to increase the quality of ballots being produced by sharing information and quantitatively inspecting sample ballots. In addition to providing information on common pitfalls, the training program outlines several standard test methods used to evaluate the ballots in qualification testing. Printers can adopt these qualitative tests in their own quality control processes. The qualitative measurement and inspection activities reveal possible systematic biases, calibration errors, lapsed preventative maintenance, or alignment issues that need correction.

### 2.2 Dominion’s Printer Qualification Program

When searching for a print vendor to supply ballots, the printer should be a Dominion-qualified ballot printer in good standing. Printers who hold a Dominion Qualification are high quality commercial printers who have demonstrated they possess the experience, equipment, and facilities required to successfully produce ballots. A Dominion account representative can provide a list of accessible qualified printers for your type of ballot printing.

The qualification process includes:

- 
- Creation of a test plan based on the print technology, experience, and ballot features of specific customers
  - On-site instruction in ballot printing and finishing.
  - Ballot inspection.
  - Establishment of ballot Quality Control programs.
  - Ballot handling testing.
  - Release of a Test Report

The printer is required to print and finish a production run of ImageCast ballots. These are graded and reviewed as part of the process.

If the printer successfully completes testing and inspection, Dominion will qualify the press, the staff, and the facility.

## 2.3 ImageCast Ballot Artwork Source Files

Dominion's Democracy Suite Election Management System creates PDF artwork files. Ballot artwork is generated in industry-standard PDF format, PDF/X-1a:2001 (PDF Version 1.3) and CMYK colour space.

Ballot artwork files are full-sized press-ready ballots containing all required ballot elements and the unique ballot ID barcode that distinguishes each ballot style. Each file contains one or two ballot images: a front image (if the ballot is single-sided) or paired front and back ballot images. All fonts used in the ballot artwork are embedded in the PDF file. Ballot artwork files are digitally-signed (X.509) and tied to the election project files produced by the Democracy Suite Election Management System to allow for authentication and revision control.

Recent software version have added functionality for ImageCast users to add trim lines and stubs directly on the ballot image. Pre-press imposition of ImageCast ballot artwork to add crop marks, background screens, stub artwork, or other printing, may be required on prior versions. No modifications, post-processing, or image conversion of the original ballot artwork files is allowed.

## 2.4 Approved Ballot Paper Stocks

The optimal paper base for all ballot types and all scanners except the DRS Photoscribe platform, is ***Rolland Opaque 100# Text***. Rolland Opaque is specialty paper with high levels of recycled content, high consistency, low defects, and greater quality control than other commercial papers. This elevated quality reduces potential problems with printing and improves scanning performance. Also of note, it is produced at the leading specialty paper plant in North America for stainability and recycling, and the only North American plant whose energy source is landfill methane.

There are 3 types of Rolland Opaque 100# Text customized for ImageCast and specific print technologies:

- ***Rolland Opaque 100# Text***: the base paper for use in offset presses.
- ***Vote Secure SL***: the base paper with a treatment improving the adhesion of xerographic toner.

- ***Vote Secure IJ***: the base paper with a treatment improving ink density and fastness for commercial ink jet presses, as well as improving the sliding resistance of the ballots to meet specification. Vote Secure IJ 100# Text is the only paper qualified for use in ink jet presses.

The optimal paper stock for the DRS Photoscribe platform is ***Rolland Opaque 80# Text***. Outside North America, only ***Rolland Opaque 100# Text*** is qualified for use.

The full list of North American papers approved for manufacturing ImageCast ballots is provided in Table 2.1.

Manufacturer	Type	Weight	Color/Finish	Comments
<b>Rolland Enterprises Inc</b>	<b>Rolland Opaque and Vote Secure SL, IJ, GR</b>	<b>100# Text <i>Optimal choice</i></b>	<b>Low Bright- ener, Smooth Finish</b>	<b>30% Po sumer BioGas, ogo, FCS Sources</b>
Rolland Enterprises Inc	Rolland Opaque	80# Text	Bright White, Smooth Finish	DRS onl Post c fiber, EcoLogo, Mixed Sou
International Paper	Accent Opaque	100# Text	Smooth	Not recom

Table 2.1: Text and Paper Stocks Approved for ImageCast Ballots.

No other papers are qualification for use with ImageCast. In cases where alternatives are requested, Dominion may perform an additional qualification testing.

## 2.5 ImageCast Ballot Printing Methods

ImageCast ballots can be printed using a range of modern printing technologies:

- Conventional web or sheet-fed offset lithographic presses.
- High-speed digital xerographic or other electrophotographic presses (both web and sheet-fed).
- Ink jet printers, both desktop units to high-speed web print engines.
- Small quantities of tabulator-ready ballots can be printed with a conventional B-size laser printer (600 dpi min., pre-calibrated), directly onto pre-cut blank ballot stock.

Print technologies do not produce ballots of equivalent quality. Each print technique has different aspects of quality and possible errors. For this reason, the print qualification granted to a printer is limited to a specific press, the facility, and the operators. The qualification test is adapted to each technology, as well as the scope of ballot variances that are to be printed.

*Successful ballot printing results from strict adherence to ballot specifications.*

---

## 2.6 ImageCast Ballot Printing Specifications

### 2.6.1 Common Specifications for all ImageCast ballot Production

Common to all ImageCast ballot production methods is precise reproduction of the ballot image onto the finished ballot:

- Ballot images must be accurately reproduced, properly scaled, correctly registered to the finished card, and printed with the correct inks or toner.
- Ballots must be manufactured on properly-conditioned and approved paper stocks that are accurately trimmed to size.
- Any additional ballot finishing to meet customer and jurisdictional requirements should be of the highest quality.
- Ballots must always be handled correctly and packaged properly to ensure that they are clean and undamaged when the customer receives them.
- In-house ballot inspection, testing and a well-executed quality assurance program, are an essential part of any ballot manufacturing facility.

Finished ballot dimensions broken per ImageCast tabulator type are presented in Figure B.6.

Figure 2.1: ImageCast Ballot - Finished Dimensions.

---

*THE BALLOT PRINTER IS RESPONSIBLE for all aspects of ballot printing and manufacturing and MUST ENSURE that the ballots that they produce meet all Dominion and customer specifications at the time of tabulation.*

## 2.6.2 Image Reproduction

- **Print quality:** Clean and well-printed images, with sharply defined edges, accurately reproducing the ballot artwork. Ink density must be uniform across the ballot and should be free from smudges, mist, spray, spots, hickies, voids or other stray marks. No visible setoff, ghosting or bleed-through.
- **Black ink:** Black ink (or toner) must be dense, opaque, light-fast and permanent, with a measured minimum 1.2 reflection density (log) above the paper base.
- **“Drop out” color:** Must be tested to confirm that the reproduced color is not imaged by the tabulator if used for a voting position target.
- **Image to card registration:** +/- 0.016” maximum, worst case in any direction. Registration is most important across ballot width.
- **Maximum image skew:** +/- 0.032” maximum
- **Maximum image scaling error:** 0.25% maximum
- **Front to back image registration:** 0.032” maximum, worst case in any direction
- **Minimum print imaging resolution:** 600 dpi commercial (200 dpi in-house production of test ballots)
- **Restricted areas:** No printing in the designated restricted areas.

## 2.6.3 Ballot Card

- **Square and accurately trimmed to size:** Ballot edges must be cleanly cut and free from burrs, rolled edges, irregular or bias-cuts, and with the corners undamaged.
- **Ballot width and tolerance:** 8.500” (nominal), 8.458” min. to 8.520” max., measured at both the top and bottom of the card. (The trim tolerances for the ICC scanners are slightly looser, see the table below).
- **Ballot length and tolerance:** 11” to 22”, +/- 0.032” of required length.
- **Ballot Squareness:** 0.0075” maximum deviation
- **Squareness of scores, folds, or ballot perforations:** 90 degrees +/- 30 seconds maximum.
- **Ballot curl:** 0.150” max. height from ballot edge to the flat measuring surface (trimmed ballot). This is usually an indication of a damaged ballot or poor stock conditioning.

---

## 2.6.4 Other Defects

No offset powder, wax or spray should be used. No self-adhesive labels or stickers should be used on ballots. Ballots should be free from dust, dirt and other particulate matter.

Additional defects are included in the complete specification provided during qualification testing.

*The printer is COMPLETELY RESPONSIBLE for any tabulation problems that may result from additional printing in the active ballot area! Dominion recommends that the jurisdiction includes the required elements in the ballot artwork with Democracy Suite EMS, or to block out a reserved area in the ballot artwork for this printing to be added. If in doubt about the placement of any additional printing not found in the ballot artwork, PLEASE ASK before printing the ballots.*

## 2.7 Scoring and Folding Ballots

Absentee and mail ballots are typically folded and inserted into envelopes for distribution to voters. Ballots should always be folded across the ballot width (perpendicular to the transport direction) and parallel to the grain of the ballot stock (short-grain). Ballots should be folded into panels of approximately equal length, with a minimum panel length of at least 3.5 inches. Fold lines are centred between ballot markers and cannot ‘touch’ a voting position on either side of the ballot. Try and maintain a “guard band” of at least 0.050” from the position of the fold line to the edge of the nearest voting position target. The fold line should be a clean, sharp line of minimum width. All recommended ballot stocks can be folded either by hand or machine, but pre-scoring the ballot on the fold lines is recommended for heavier ballot stocks.

Table 2.2 indicates the guidelines for folding of the ballots.

Ballot Length	Maximum Allowable Folds	Max Number of Panels
11”	2	3
14”	3	4
17”	3	4
18”	3	4
19”	4	5
20”	4	5
22”	5	6

Table 2.2: Ballot Folding Guidelines

For ballots with more than two panels, folding a ‘Z-shape’ will allow for easier unfolding and ballot scanning. Panel lengths of a multi-panel ballot can be varied to ‘unstack’ the folds (so that each fold is not exactly above another fold), which aids in envelope stuffing and removal. Ballot envelopes should be generously oversized to allow room for ballot segregation and to ease ballot stuffing and opening. Typically add a 0.5” allowance to the folded panel width to get the minimum envelope size required. Consider adding a small punched hole into the design of the return envelope - this hole will allow verification of a ballot inside - without compromising voter secrecy.

## 2.8 Ballot Stubs - Perforations, Numbering and Padding

Binding ballots into stacks of 50 or 100 - a process known as ‘padding’ - improves the way in which ballots are handled and counted. Padded ballots are serialized on the ballot stub (or stubs), which allows



---

for a quick accounting of the total issued ballots. The stub used to bind the ballots together onto a pad, is referred to as the 'binding stub'.

Stubs can be placed at the top or bottom of the ballot artwork. If stub placement is not mandated by jurisdictional or election code requirements, it is recommended that the stub is placed at the bottom of the ballot artwork. This placement makes allowances for imperfections on ballot perforation.

*THE BALLOT PRINTER IS RESPONSIBLE for all aspects of ballot printing and manufacturing and MUST ENSURE that the ballots produced meet all Dominion and customer specifications at the time of tabulation.*

## 2.9 Ballot Handling and Print Shop Cleanliness

- All ballot printing facilities should be regularly cleaned, including the floors and all surfaces.
- Special attention should be paid to processes that generate dust, particulate matter, or aerosols.
- Effort should be made to isolate or vent 'dirty' air in order to prevent the contamination of paper and working surfaces from occurring.
- Waste should be regularly removed and all inks, solvents, or lubricants should be properly cleaned-up and stored.
- Implementing a regular cleaning program throughout the print shop will help to ensure that the ballots stay clean.
- Just as important is the cleanliness of the press operators, bindery workers, and other staff who will be handling ballot stock or ballots. Hands should be washed regularly.
- Work surfaces should be regularly cleaned and food should not be allowed in the shop area.
- Remember that all paper and printing defects - dirt, dust, smudges, and spots - will be scanned by the tabulators!
- Always work to protect the edges and corners of finished ballots from damage or wear.
- Finishing or secondary operations that require the jogging of ballots can damage their edges and cause problems in tabulation.
- Ballots with bent or damaged corners, or worn, flattened or rolled edges should be destroyed.

## 2.10 Qualification Criteria for Printers

Full qualifications are granted when:

- the average dimensional difference is less than 0.020" from nominal
- the standard deviation is under 0.020"
- all outliers are reasonable
- all ballots scan without misreading

Conditional qualifications, which only apply to ballot on demand systems not producing absentee ballots, are granted when:

- the average dimensional difference is less than 0.035” from nominal
- the standard deviation is under 0.035”
- all ballots scan without misreading

Customer exception is required when:

- the average dimensional difference is less than 0.050” from nominal
- the standard deviation is under 0.050”
- all ballots scan without misreading

## 2.11 Examples of problems identified in qualification testing

Even with a clear specification, qualification testing reveals issues that are then resolved before any live ballots are produced. The impact of these issues is then almost completely negligible as compared to dealing with them in a real election.

Dimensional measurement reveals systematic issues with the equipment or operators. The nominal measurements are recorded, as well as the minimum, maximum and standard deviation. Typical items are shift image registration in sheet fed printers, or operators incorrectly adjusting the ballot image. These are simple adjustments provided they are done in advance.

Visual inspection quickly reveals problems with ballot packaging, ballot condition, print imperfections, low ink density, toner adhesion, ink fastness, sharpness of cutting tools, and fold alignment. Figures 2.2 to 2.4 show actual test ballots that did not meet specification:

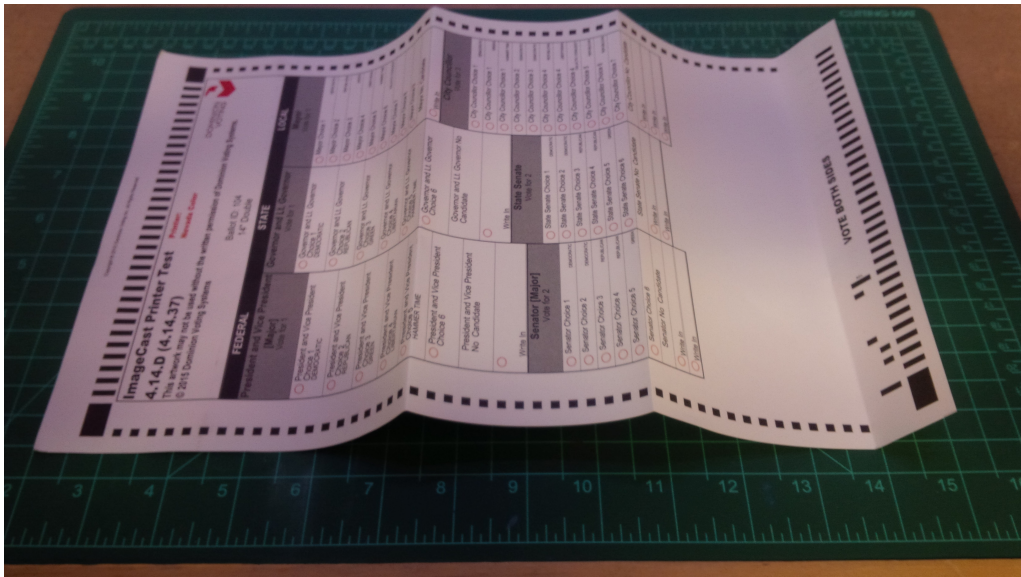


Figure 2.2: This 14” ballot has a panel of only 1 inch, this edge feeds poorly into tabulators.

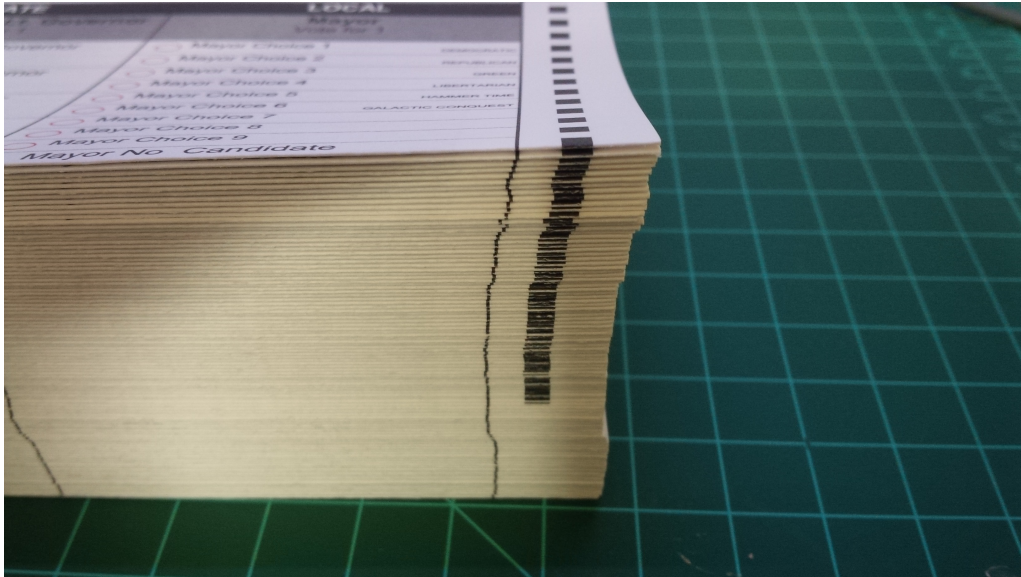


Figure 2.3: Visual inspection of a stack of ballots shows that the fold is cutting across an alignment mark.

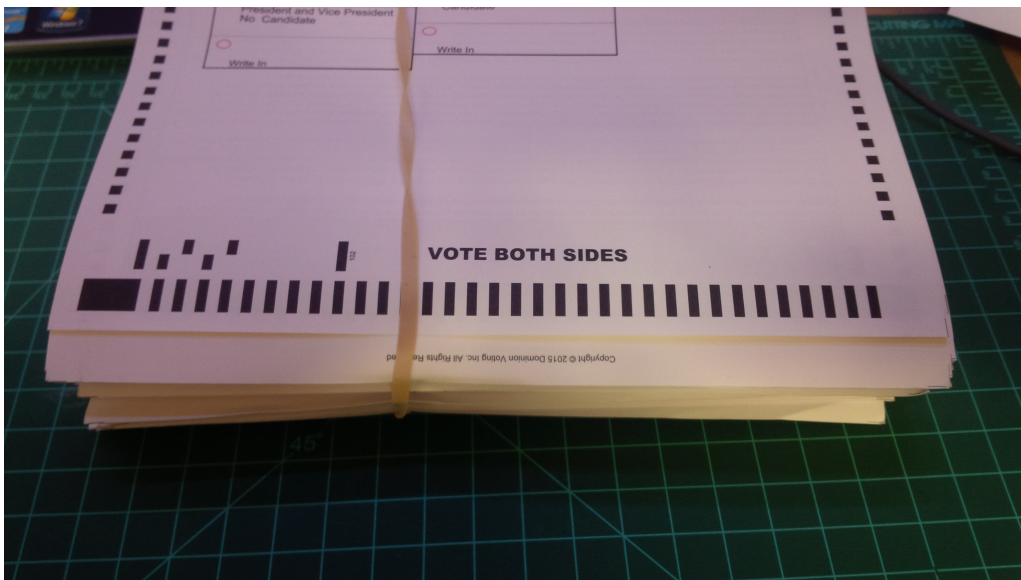


Figure 2.4: Ballots bundled using elastics damage the ballot edges and corners, increasing the number of misfeeds.

Finally, scan testing on high volumes of ballots is the final proof that the ballots will run well. Typically more than 15,000 ballots are processed for reliability and accuracy. If there are any issues with paper, sheet friction, surface condition, or ballot condition, these will be revealed in qualification testing.

## 2.12 Examples of problem ballots

Even after qualification, quality control is essential and must remain in place for all ballot printing. Even small problems become major headaches if they occur on every ballot. The following are some ballots that caused scanner misreads:

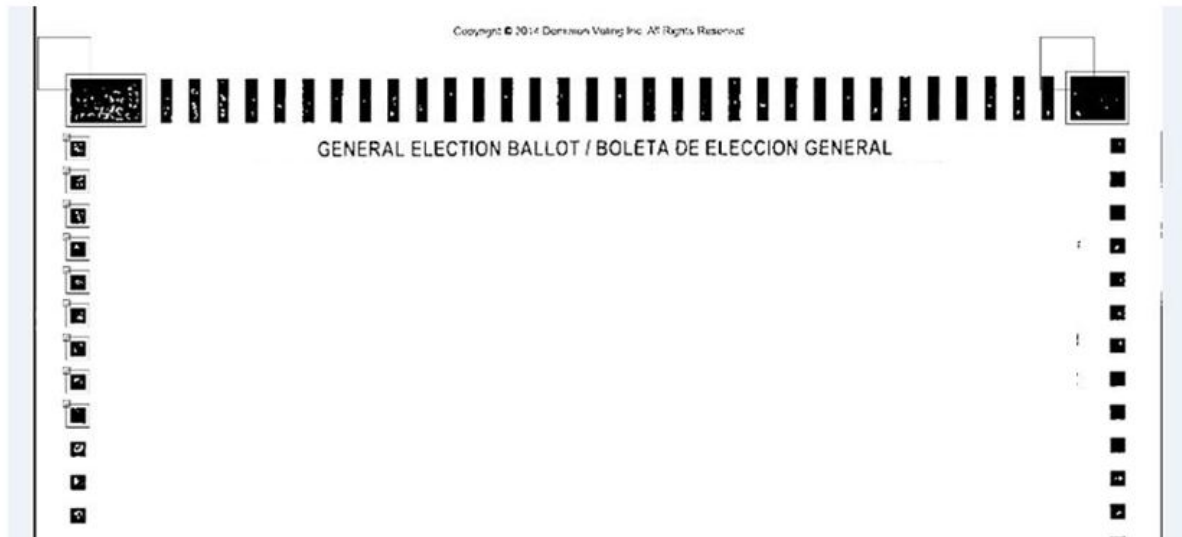


Figure 2.5: For security and accuracy, the system is designed to recognize solid alignment marks only. This ballot shows widespread fading which appears as white blotches.

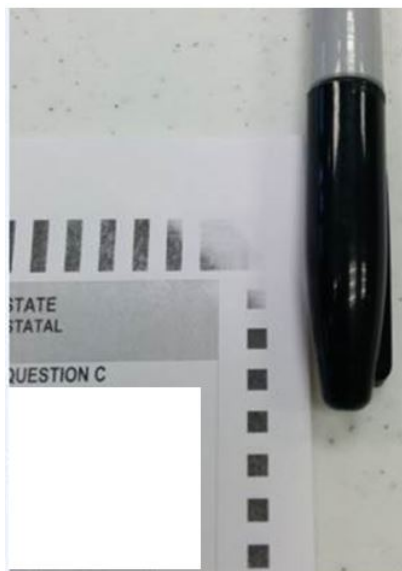


Figure 2.6: When print presses run low on ink, often the corners of the pages fade.

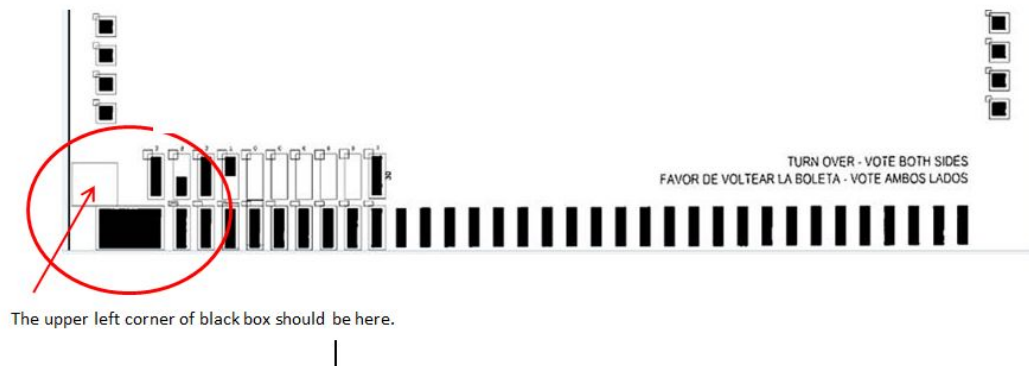


Figure 2.7: Stretched front image: the ink is dark, but the lower left alignment mark is 0.110 out of position (the rectangle indicates the expected location), three times the allowed spec.

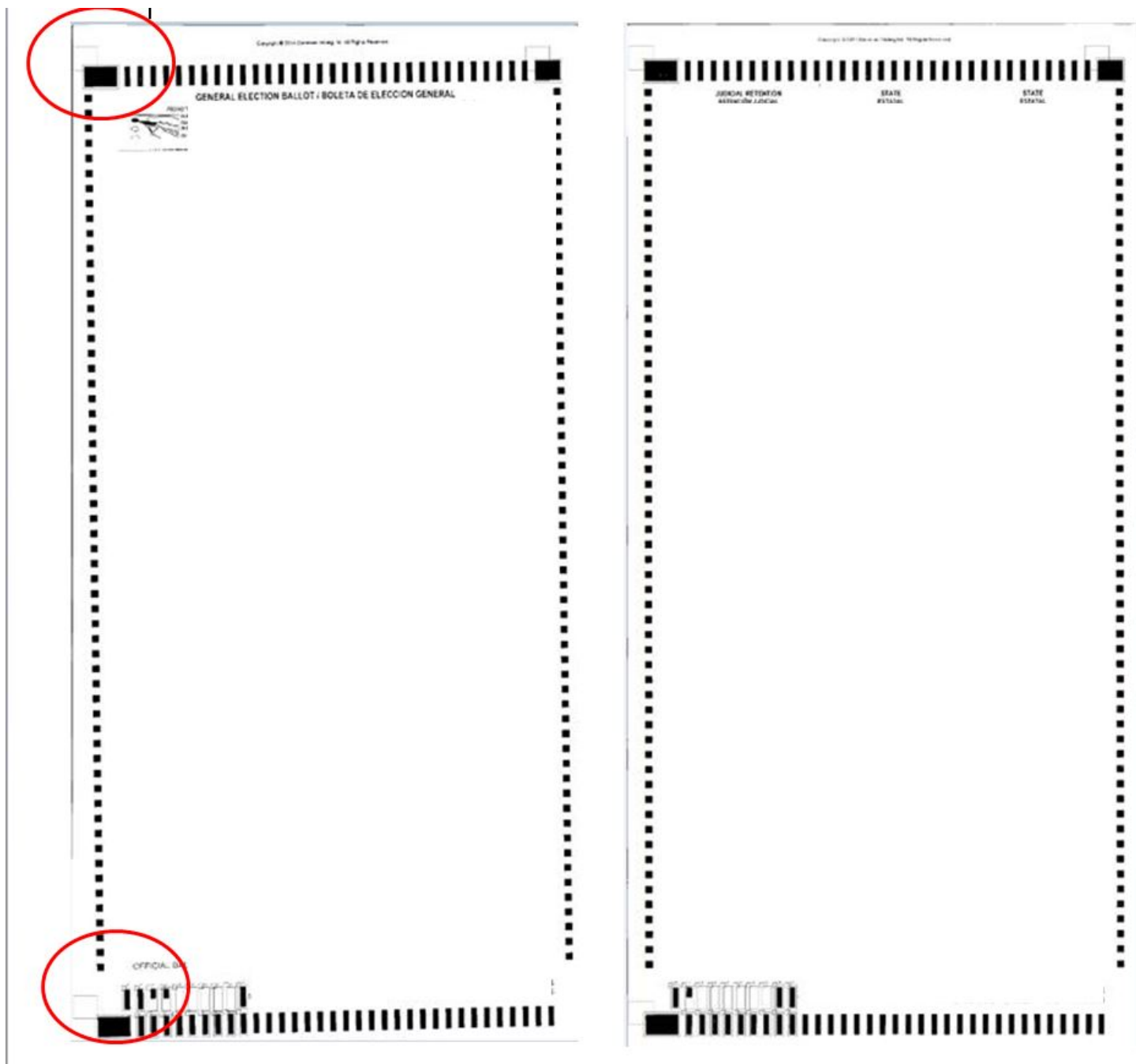


Figure 2.8: the front side of the ballot is drastically skewed when compared to the back.

# Appendices

## Appendix A

# Approved Dropout Colors for ImageCast Precinct

Accepted Pantone dropout inks are shown in Figure A.1. CMYK Dropout values can be illustrated in Figures A.2 A.2.



Figure A.1: Pantone Dropout color swatches.







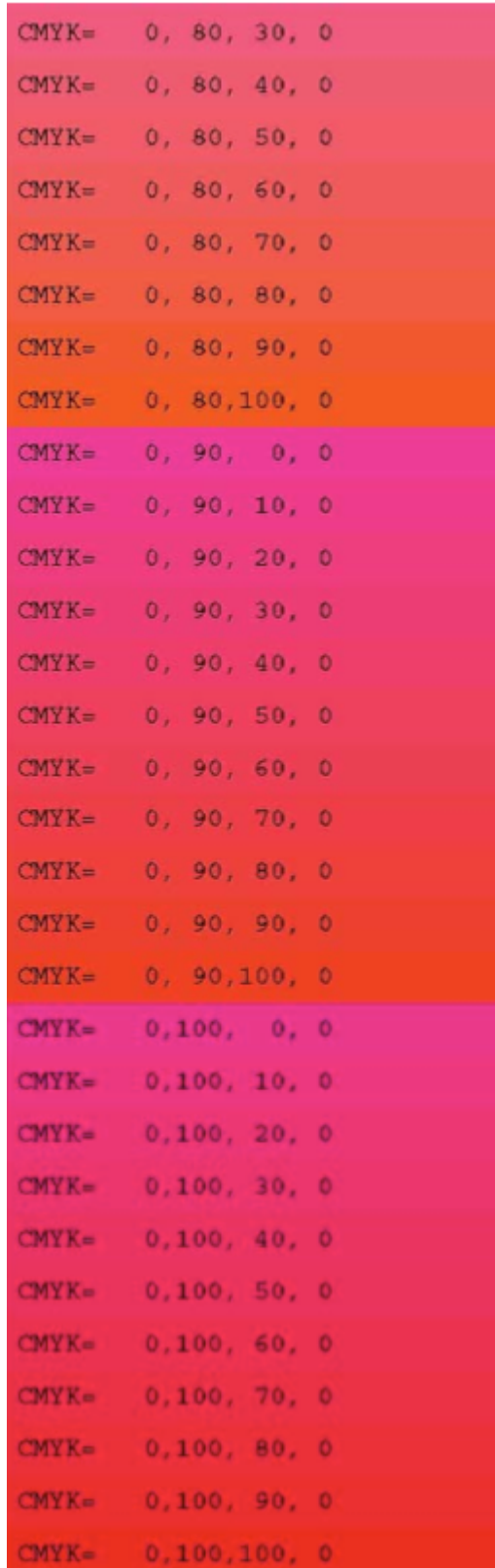
CMYK=	0, 20, 100, 0
CMYK=	0, 30, 0, 0
CMYK=	0, 30, 10, 0
CMYK=	0, 30, 20, 0
CMYK=	0, 30, 30, 0
CMYK=	0, 30, 40, 0
CMYK=	0, 30, 50, 0
CMYK=	0, 30, 60, 0
CMYK=	0, 30, 70, 0
CMYK=	0, 30, 80, 0
CMYK=	0, 30, 90, 0
CMYK=	0, 30, 100, 0
CMYK=	0, 40, 0, 0
CMYK=	0, 40, 10, 0
CMYK=	0, 40, 20, 0
CMYK=	0, 40, 30, 0
CMYK=	0, 40, 40, 0
CMYK=	0, 40, 50, 0
CMYK=	0, 40, 60, 0
CMYK=	0, 40, 70, 0
CMYK=	0, 40, 80, 0
CMYK=	0, 40, 90, 0
CMYK=	0, 40, 100, 0
CMYK=	0, 50, 0, 0
CMYK=	0, 50, 10, 0
CMYK=	0, 50, 20, 0
CMYK=	0, 50, 30, 0
CMYK=	0, 50, 40, 0
CMYK=	0, 50, 50, 0

Figure A.4: CMYK Dropout color swatches 3.

CMYK=	0, 50, 60, 0
CMYK=	0, 50, 70, 0
CMYK=	0, 50, 80, 0
CMYK=	0, 50, 90, 0
CMYK=	0, 50, 100, 0
CMYK=	0, 60, 0, 0
CMYK=	0, 60, 10, 0
CMYK=	0, 60, 20, 0
CMYK=	0, 60, 30, 0
CMYK=	0, 60, 40, 0
CMYK=	0, 60, 50, 0
CMYK=	0, 60, 60, 0
CMYK=	0, 60, 70, 0
CMYK=	0, 60, 80, 0
CMYK=	0, 60, 90, 0
CMYK=	0, 60, 100, 0
CMYK=	0, 70, 0, 0
CMYK=	0, 70, 10, 0
CMYK=	0, 70, 20, 0
CMYK=	0, 70, 30, 0
CMYK=	0, 70, 40, 0
CMYK=	0, 70, 50, 0
CMYK=	0, 70, 60, 0
CMYK=	0, 70, 70, 0
CMYK=	0, 70, 80, 0
CMYK=	0, 70, 90, 0
CMYK=	0, 70, 100, 0
CMYK=	0, 80, 0, 0
CMYK=	0, 80, 10, 0
CMYK=	0, 80, 20, 0

Figure A.5: CMYK Dropout color swatches 4.

---



CMYK=	0, 80, 30, 0
CMYK=	0, 80, 40, 0
CMYK=	0, 80, 50, 0
CMYK=	0, 80, 60, 0
CMYK=	0, 80, 70, 0
CMYK=	0, 80, 80, 0
CMYK=	0, 80, 90, 0
CMYK=	0, 80, 100, 0
CMYK=	0, 90, 0, 0
CMYK=	0, 90, 10, 0
CMYK=	0, 90, 20, 0
CMYK=	0, 90, 30, 0
CMYK=	0, 90, 40, 0
CMYK=	0, 90, 50, 0
CMYK=	0, 90, 60, 0
CMYK=	0, 90, 70, 0
CMYK=	0, 90, 80, 0
CMYK=	0, 90, 90, 0
CMYK=	0, 90, 100, 0
CMYK=	0, 100, 0, 0
CMYK=	0, 100, 10, 0
CMYK=	0, 100, 20, 0
CMYK=	0, 100, 30, 0
CMYK=	0, 100, 40, 0
CMYK=	0, 100, 50, 0
CMYK=	0, 100, 60, 0
CMYK=	0, 100, 70, 0
CMYK=	0, 100, 80, 0
CMYK=	0, 100, 90, 0
CMYK=	0, 100, 100, 0

Figure A.6: CMYK Dropout color swatches 5.

## Appendix B

# Images

# Components of an ImageCast ballot

Single-sided, 3 column, portrait-format ballot - 11" long

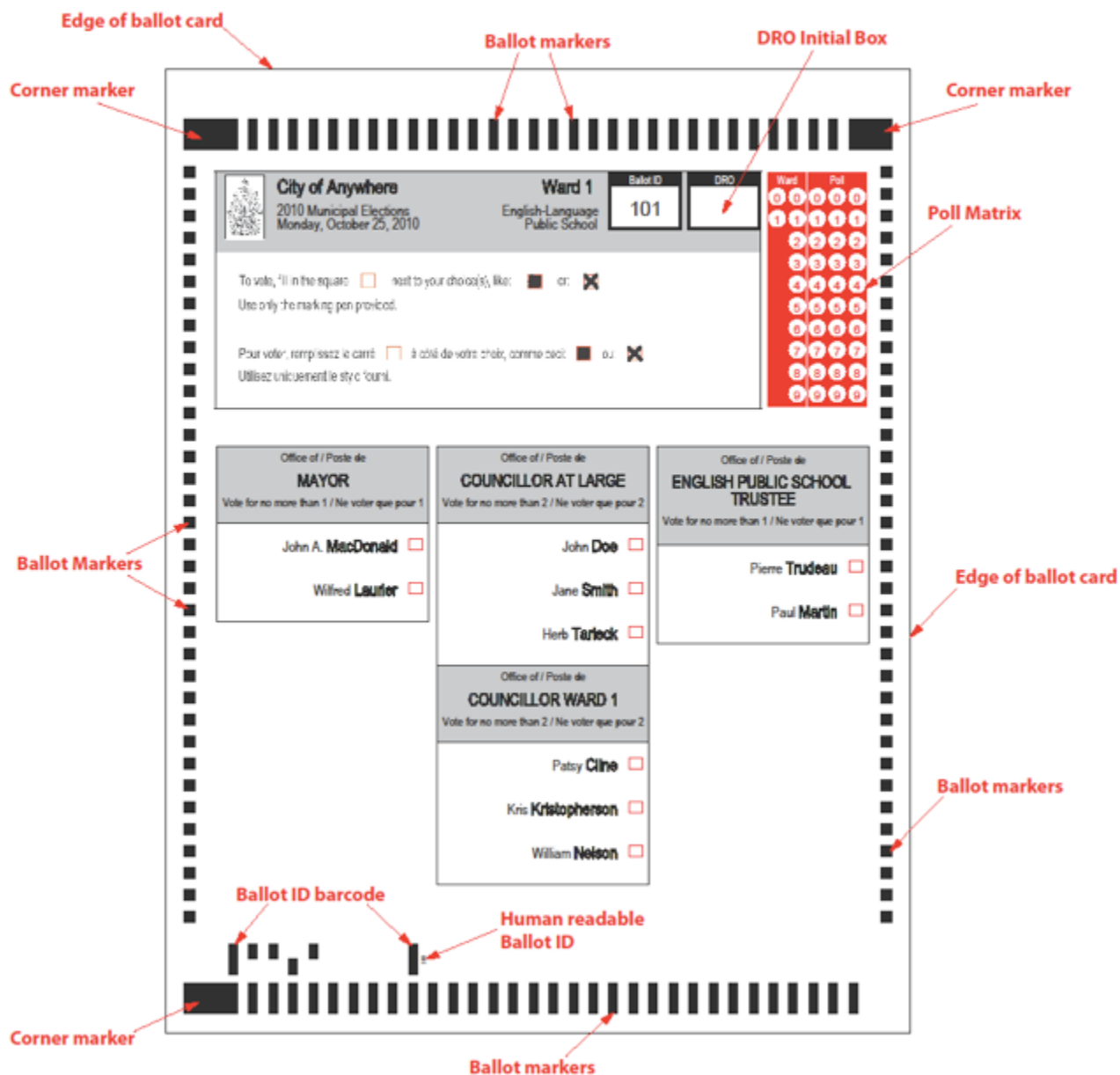


Figure B.1: Components of an ImageCast Ballot - Three Column.

# Components of an ImageCast ballot

## Single-sided, 4 column, portrait-format ballot - 14" long

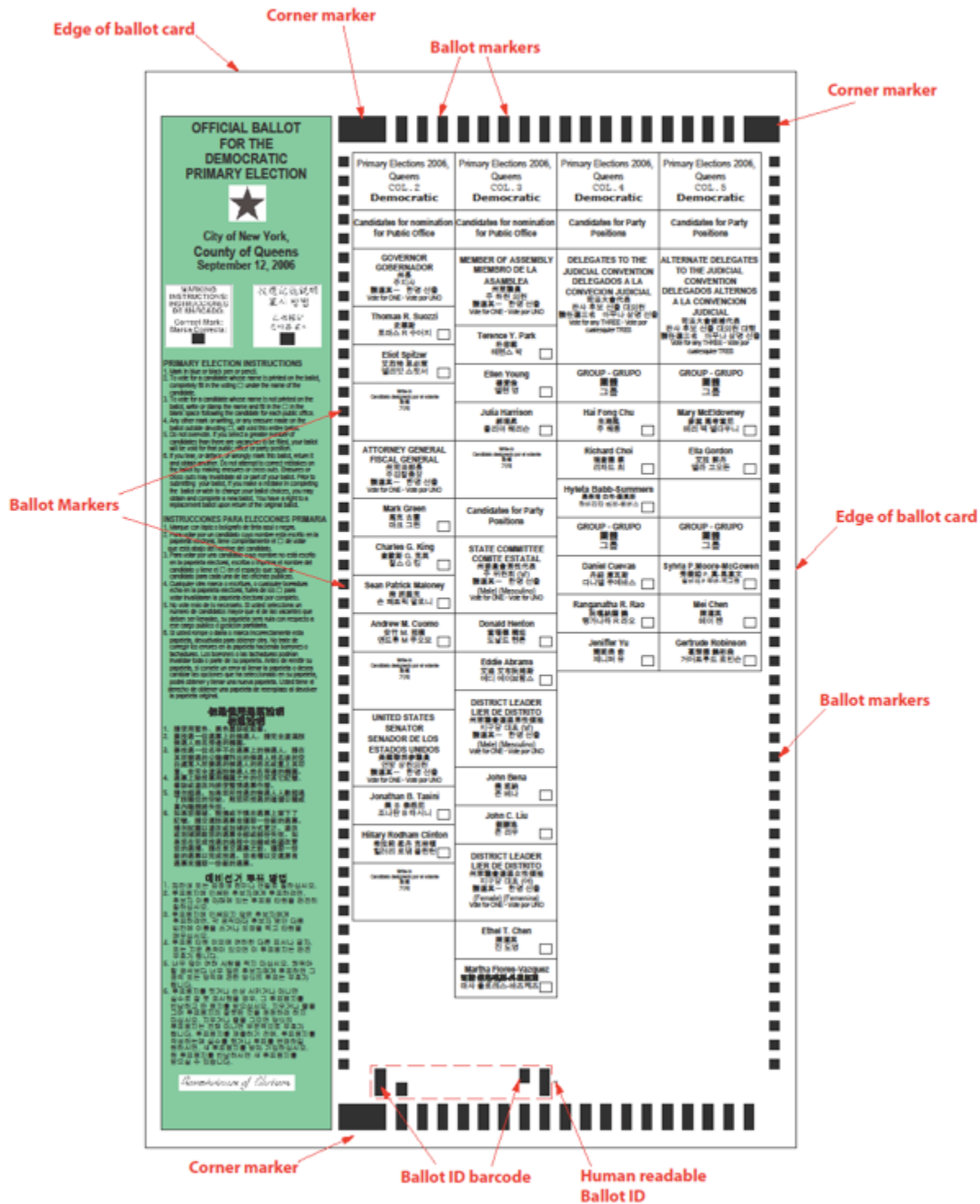


Figure B.2: Components of an ImageCast Ballot - Four Column.



# Components of an ImageCast ballot Single-sided, landscape-format ballot - 22" long

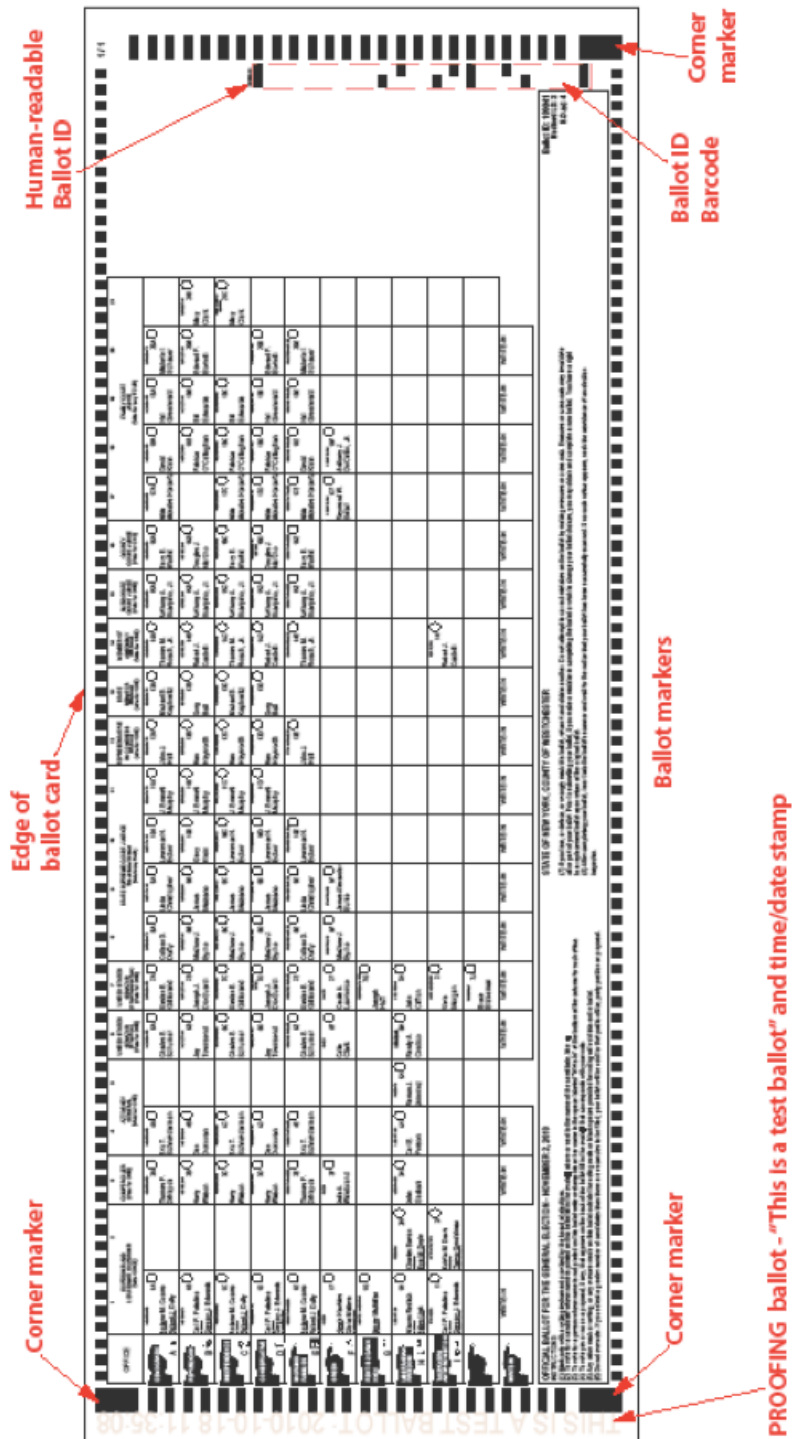


Figure B.3: Components of an ImageCast Ballot - Landscape.

**Components of an ImageCast ballot**  
Double-sided, portrait-format ballot - 14" long

Edge of  
ballot card

**Official GENERAL ELECTION Absentee Ballot**  
Union County, New Jersey - November 8, 2005

**Important Instruction to Voters**  
Please read the following BEFORE marking your ballot.

1. Use **ONLY** a pencil or black ink pen to mark your ballot.
2. Completely fill in the oval to the right of your selection. **MARK BALLOT LINE THIS:**
3. To vote for a Candidate, or for or against a Public Question on this ballot, completely fill in the oval to the right of your selection. Do not vote for more candidates than are to be elected to any office.
4. Write-in candidate line is for anyone wishing to vote for any person whose name is not printed on the ballot. Write the name of the person you wish to vote for in the space write in area left of the oval and fill in the oval to the right of the name that you have written.

Do not use pre-printed stickers. If not done properly, your ballot is void and not counted. PLEASE ASK IF YOU HAVE ANY QUESTIONS.

5. If you tear, fold, deface or otherwise mark this ballot, return it to Joanne Rappaport, Union County Clerk, and obtain another ballot.

*Joanne Rappaport*  
ADMINISTRATOR, UNION COUNTY CLERK

**GOVERNOR**  
If You "Yes," Vote In Oval

DOUG FORRESTER	<input type="radio"/>
JON S. CORZINE	<input type="radio"/>
EDWARD FORCHION	<input type="radio"/>
WESLEY K. (WES) BELL	<input type="radio"/>
HECTOR L. CASTILLO	<input type="radio"/>
JEFFREY PAUL OMERSI	<input type="radio"/>
MATTHEW J. THORSE	<input type="radio"/>
MICHAEL LATOSKA	<input type="radio"/>
COSTANTINO ROZZO	<input type="radio"/>
ANGELIA L. LARISCY	<input type="radio"/>

Write-in AND fill in oval

**MEMBERS OF GENERAL ASSEMBLY**  
If You "Yes," Vote In Oval

ERIC MUNOZ	<input type="radio"/>
JON BARNACKI	<input type="radio"/>
STEVEN MERMAN	<input type="radio"/>
BRUCE BERSON	<input type="radio"/>

Write-in AND fill in oval

**COUNTY CLERK**  
If You "Yes," Vote In Oval

SAUNDRA P. SPECTOR	<input type="radio"/>
JOANNE RAUOPPI	<input type="radio"/>

Write-in AND fill in oval

**MEMBERS OF BOARD OF CHOSEN FREEHOLDERS**  
If You "Yes," Vote In Oval

PATRICIA QUATTROCCHI	<input type="radio"/>
STUART KLINE	<input type="radio"/>
ALBERT DILL	<input type="radio"/>
ANGEL ESTRADA	<input type="radio"/>
RICK PROCTOR	<input type="radio"/>
NANCY WARD	<input type="radio"/>

Write-in AND fill in oval

**MEMBERS OF TOWNSHIP COMMITTEE**  
If You "Yes," Vote In Oval

ELANE K. PERINA	<input type="radio"/>
JOSEPH G. BRUNO	<input type="radio"/>
NO NOMINATION MADE	<input type="radio"/>
NO NOMINATION MADE	<input type="radio"/>
MICHAEL CHAFF	<input type="radio"/>

Write-in AND fill in oval

**PUBLIC QUESTION No. 1**  
CONSTITUTIONAL AMENDMENT TO ESTABLISH THE OFFICE OF LIEUTENANT GOVERNOR

YES ☐ NO ☐

**PUBLIC QUESTION No. 2**  
CONSTITUTIONAL AMENDMENT TO EXPEND MONIES OF DESIGNATING THE REVENUES TO FUND AIR POLLUTION CONTROL AND ADMINISTRATION COSTS OF THE UNDERGROUND STORAGE TANK PROGRAM

YES ☐ NO ☐

**PUBLIC QUESTION No. 3**  
SHALL THE MAYOR/COUNCIL ADMINISTRATOR PLAN IN U.S.A. ADMINISTER TO ADMINISTER THE OPTIONAL MUNICIPAL CHARTER PLAN PROVIDED FOR THE RE-ELECTION OF COUNCIL MEMBERS TO BE ELECTED AT LARGE FOR THE REMAINING TERM OF THE MAYOR/COUNCIL ADMINISTRATOR HELD IN NOVEMBER WITH THE MAYOR ELECTED DIRECTLY BY THE VOTERS AT ELECTIONS HELD IN NOVEMBER BE ADOPTED BY THE TOWNSHIP OF BARNESVILLE HEIGHTS?

YES ☐ NO ☐

**VOTE BOTH SIDES OF BALLOT**

**Front ID Barcode**

**Back ID Barcode**

**First Image - Front**

**Second Image - Back**

Figure B.4: Components of an ImageCast Ballot - Double-sided 14" Ballot.

## ImageCast Ballot Stock

Ballot Paper	Product Name / Grade	Basis Weight	Grammage	Type of paper	Thickness (Caliper)	Opacity	Color	Brightness	Smoothness
CF-200	Conventional Stock	80# -100#	110 - 155 gsm	Text	0.006" - 0.008"	>95%	White	> 90%	80-150
	Approved Opaque Cover	65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White	> 90%	80-150
ICP	Conventional Stock	80# - 100#	110 - 155 gsm	Text	0.006" - 0.008"	>95%	White	> 90%	80-150
		65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White	> 90%	80-150
	Secure Stock	60# - 80#	90 - 110 gsm	Text	0.004" - 0.008"	>95%	White or Natural	> 80%	80-150
		65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White or Natural	> 80%	80-150
		65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White	> 90%	80-150
ICE	Conventional Stock	60# -100#	90 - 155 gsm	Text	0.004" - 0.008"	>95%	White	> 90%	80-150
		65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White	> 90%	80-150
	Secure Stock	60# -100#	90 - 155 gsm	Text	0.004" - 0.008"	>95%	White or Natural	> 80%	80-150
		65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White or Natural	> 80%	80-150
ICC	Conventional Stock	60# -100#	90 - 155 gsm	Text	0.004" - 0.008"	>95%	White	> 90%	80-150
		65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White	> 90%	80-150
	Secure Stock	60# -100#	90 - 155 gsm	Text	0.004" - 0.008"	>95%	White or Natural	> 80%	80-150
		65#	160 - 190 gsm	Cover	0.007" - 0.009"	>95%	White or Natural	> 80%	80-150
	DRS PhotoScribe Scanner	60# - 80#	90 - 110 gsm	Text	0.004" - 0.006"	>95%	White	> 90%	80-150
Paper Industry Standard Code		TAPPI 410	TAPPI 410	TAPPI 411	TAPPI 519		ISO 2469 or TAPPI 489 or T525	Sheffield TAPPI 538	

Figure B.5: ImageCast Ballot Stock Description.

# ImageCast

## Finished Ballot Dimensions

Tabulator		Width (nominal)	Width Tolerance	Length	Length Tolerance
CF-200	All Tabulators	8.500"	+0.020"	11" and 14"	+/- 0.032"
			-0.042"		
ICP	ImageCast Tabulators	8.500"	+0.020"	11" - 22"	+/- 0.032"
	BMD Tabulators	8.500"	+0.020"	14", 17", 19", and 22"	+/- 0.032"
			-0.042"		
ICE	All Tabulators	8.500"	+0.020"	11" - 22"	+/- 0.032"
			-0.042"		
ICC	Canon Scanners	8.500"	+/- 0.032"	11" - 22"	+/- 0.032"
	DRS PhotoScribe Scanner	8.500"	+/- 0.032"	11" - 18"	+/- 0.032"

Lengths over 22" are not certified

Figure B.6: ImageCast Ballot - Finished Dimensions.

# Printing ImageCast ballots

Correctly printed

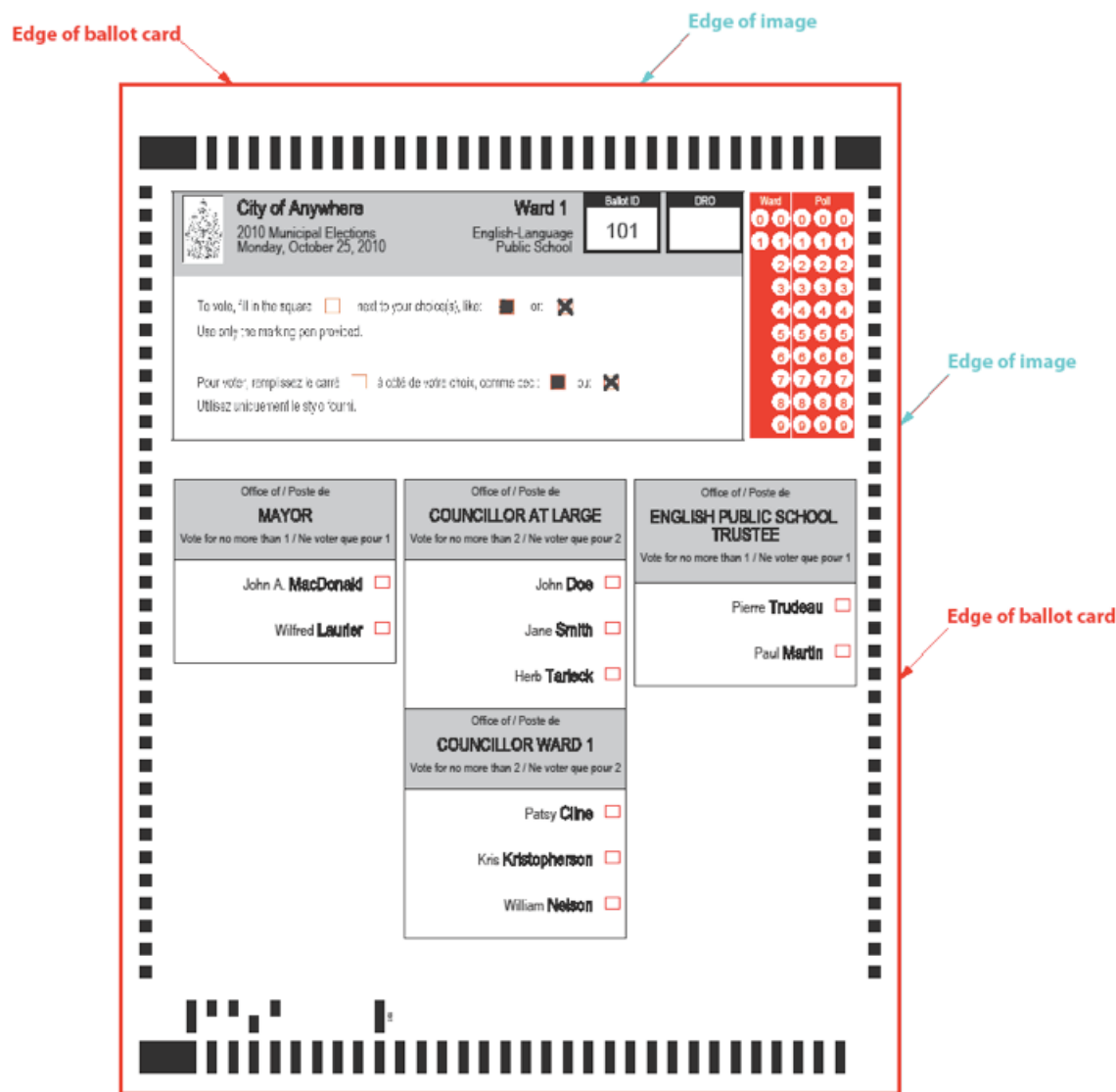


Figure B.7: Correctly Printed ImageCast Ballot.

# Printing ImageCast ballots

Incorrectly printed - incorrect image to card registration

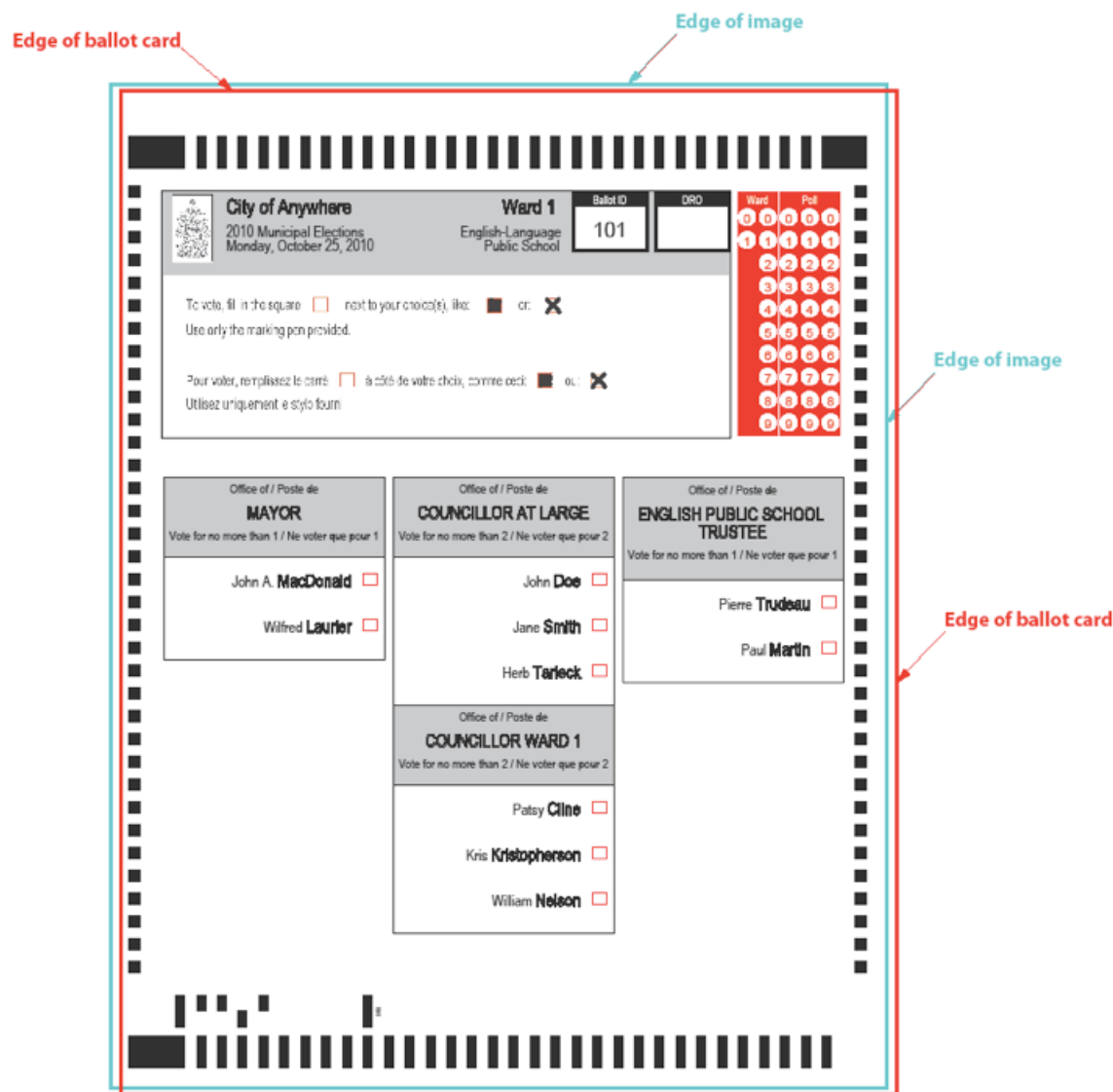


Figure B.8: ImageCast Ballots Incorrectly Printed - Incorrect Image to Card Registration.

# Printing ImageCast ballots

Incorrectly printed - image scale is wrong (too small - 98%)

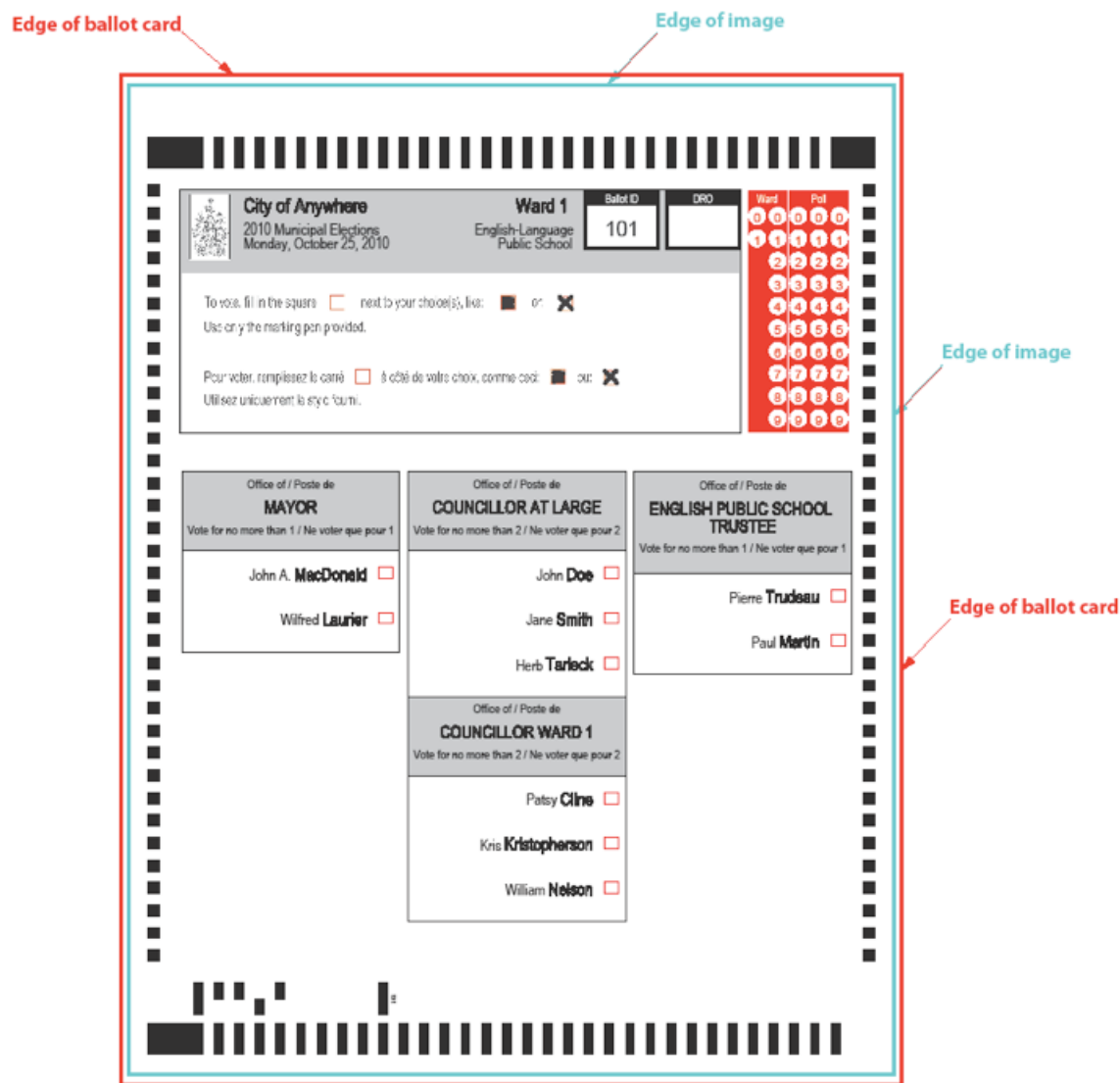


Figure B.9: ImageCast Ballots Incorrectly Printed - Wrong Image Scale.

# Printing ImageCast ballots

Incorrectly printed - image to card registration skewed (2 degrees)

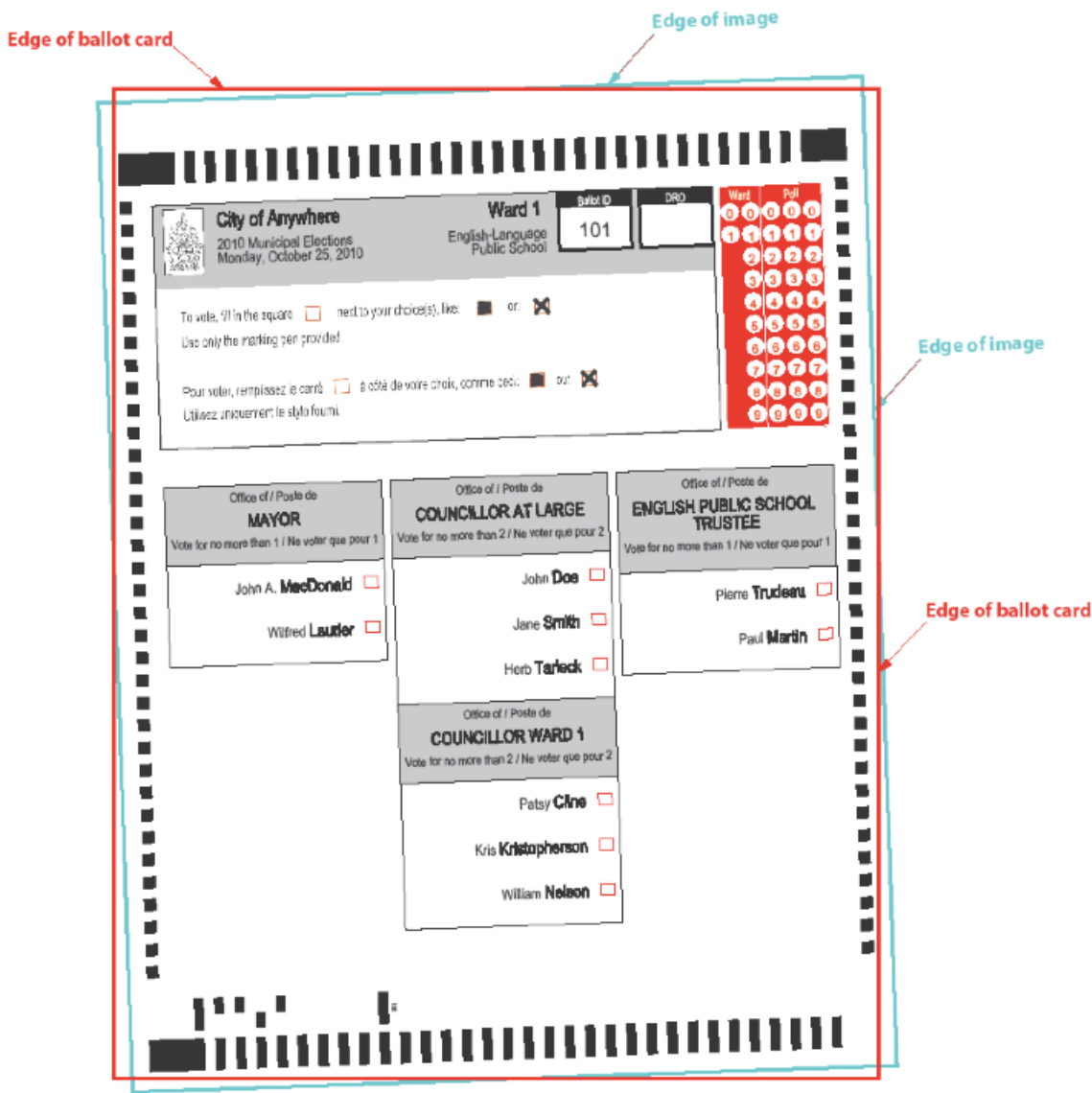


Figure B.10: ImageCast Ballots Incorrectly Printed - Image to Card Registration Skewed.



## Printing ImageCast ballots

### Incorrectly printed - image distortion

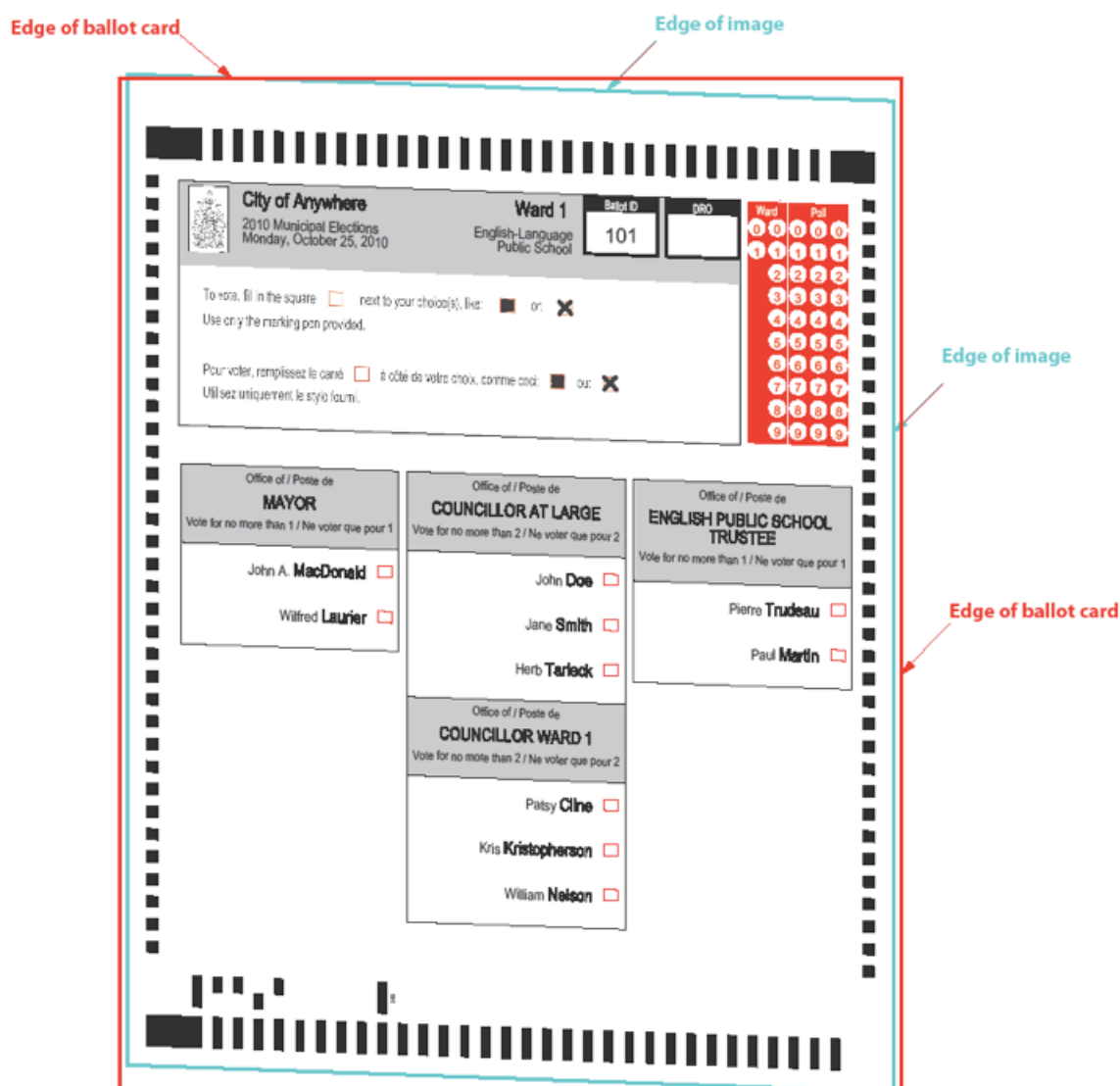


Figure B.11: ImageCast Ballots Incorrectly Printed - Image Distortion.

## Printing ImageCast ballots

### Prohibited printing areas

General	Voting Position

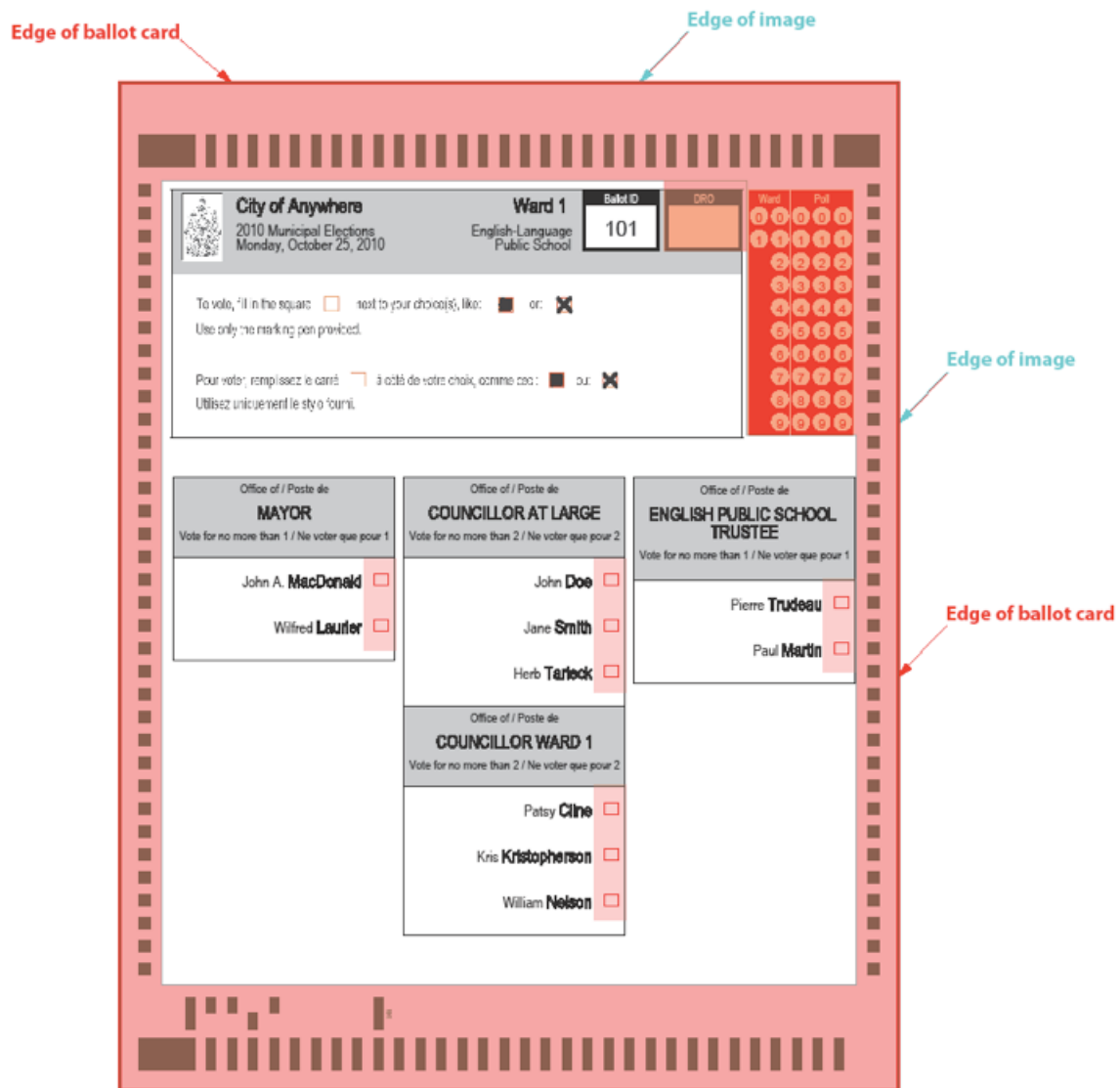


Figure B.12: Printing ImageCast Ballots - Definition of Main Ballot Areas.

# OFFICIAL BALLOT / BOLETA OFICIAL

## GENERAL ELECTION / ELECCIONES GENERALES

### FAMOUS COUNTY, CALIFORNIA / CONDADO DE FAMOSO, CALIFORNIA

#### MARCH 16, 2010 / 16 DE MARZO DE 2010

**IMPORTANT INSTRUCTIONS TO VOTERS :** To vote, COMPLETELY fill in the oval (as shown in the picture) to the right of your choice. Use **BLUE or BLACK ink only**. DO NOT use RED INK. In order to vote for a qualified write-in candidate, PRINT the name of the candidate in the blank space provided at the bottom of the contest, and **COMPLETE THE OVAL FOR THE WRITE-IN AS WELL**. Vote only for as many candidates as indicated. If you vote for too many candidates (overvote), or make a mistake on your ballot, return the spoiled ballot to a poll official and you will be issued a new one.

**INSTRUCCIONES IMPORTANTES PARA LOS ELECTORES:** Para votar, complete **TOTALMENTE** el óvalo (según las indicaciones del cuadro) a la derecha de su opción. Utilice la tinta **AZUL o NEGRA solamente**. No utilice la TINTA ROJA. Para votar por un candidato inscrito calificado, IMPRIMA el nombre del candidato en el espacio en blanco proporcionado en la parte inferior de la competencia, y **RELLENE EL ÓVALO PARA EL VOTO TAMBIÉN**. Vote solamente por tantos candidatos según lo indicado. Si usted vota por demasiados candidatos (sobrevoto), o incurre en una equivocación en su balota, vuelva la balota estropeada a un funcionario de la encuesta y le darán una nueva.

**VOTE BOTH SIDES OF BALLOT / VOTE EN AMBOS LADOS DE LA BOLETA**

FEDERAL	STATE - ESTADO	SCHOOL - ESCUELA
<b>PRESIDENT AND VICE PRESIDENT</b> <b>PRESIDENTE Y VICEPRESIDENTE</b> Vote For 1 Party / Vote por 1 partido	<b>MEMBER, STATE ASSEMBLY</b> <b>MIEMBRO DE LA ASSEMBLEA ESTATAL</b> DISTRICT 9 / DISTRITO 9 Vote For 1 / Vote por 1	<b>MEMBER, FAMOUS COUNTY BOARD OF EDUCATION</b> <b>MIEMBRO DEL CONSEJO DE EDUCACION DE CONDADO FAMOSO</b> Vote For No More Than 4 / Vote por no más de 4
<b>JACK BERRY</b> <small>For President / por Presidente</small> E. ROCHESTER ANDERSON <small>For Vice President / por Vicepresidente</small>	<b>RICARDO MONTALBAN</b> <small>For Member / por Miembro</small> DENI MARTIN <small>For Member / por Miembro</small>	<b>NATALIE WOOD</b> <small>For Member / por Miembro</small> EVA GABOR <small>For Member / por Miembro</small>
<b>FRED ASTAIRE</b> <small>For President / por Presidente</small> <b>GINGER ROGERS</b> <small>For Vice President / por Vicepresidente</small>	<b>REDD FOX</b> <small>For Member / por Miembro</small> <b>BOB DENVER</b> <small>For Member / por Miembro</small>	<b>JOHNNY CARSON</b> <small>For Member / por Miembro</small> <b>YUL BRYNHER</b> <small>For Member / por Miembro</small>
<b>UNITED STATES REPRESENTATIVE</b> <b>REPRESENTANTE DE LOS ESTADOS UNIDOS</b> DISTRICT 1 / DISTRITO 1 Vote For 1 / Vote por 1	<b>JUDICIAL</b> <b>JUDGE OF THE SUPERIOR COURT</b> <b>JUEZ DEL TRIBUNAL SUPERIOR</b> SEAT 2 / OFICINA NUMERO 2 Vote For 1 / Vote por 1	<b>MARLON BRANDO</b> <small>For Member / por Miembro</small> <b>INGRID BERGMAN</b> <small>For Member / por Miembro</small>
<b>SPENCER TRACY</b> <small>For Member / por Miembro</small> <b>TED KNIGHT</b> <small>For Member / por Miembro</small>	<b>ART CARNEY</b> <small>For Member / por Miembro</small> <b>HUMPHREY BOGART</b> <small>For Member / por Miembro</small>	<b>WILLIAM HOLT</b> <small>For Member / por Miembro</small> <b>WILLIAM HOLT</b> <small>For Member / por Miembro</small>
<b>CITY - CIUDAD</b> <b>MAYOR OF SILVER CITY</b> <b>MEJOR DE SILVER CITY</b> Vote For 1 / Vote por 1	<b>RICHARD NIXON</b> <small>For Member / por Miembro</small> <b>BURT LANCASTER</b> <small>For Member / por Miembro</small>	<b>WILLIAM HOLT</b> <small>For Member / por Miembro</small> <b>WILLIAM HOLT</b> <small>For Member / por Miembro</small>

Fold Line

Fold line is centered between ballot markers

Fold Line

Fold line does not "touch" voter response position

Fold Line

Fold Line

Panel length more than 3.5"

Figure B.13: Example of Fold Line Placement.