

Approval \_\_\_\_\_

Disapproval \_\_\_\_\_

**MODERATOR'S CERTIFICATION EXAM**

**NAME:** \_\_\_\_\_ **PARTY AFFILIATION:** \_\_\_\_\_  
(please print all information)

**RES ADD:** \_\_\_\_\_ **TOWN:** \_\_\_\_\_

**ZIP CODE:** \_\_\_\_\_ **TEL #:** (H) \_\_\_\_\_ (W) \_\_\_\_\_

**DATE OF THIS EXAM:** \_\_\_\_\_ **CLASS LOCATION:** \_\_\_\_\_

**HAVE YOU EVER BEEN CERTIFIED AS A MODERATOR BEFORE? YES NO** (PLEASE CIRCLE ONE)

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THE FOLLOWING QUESTIONS ARE MULTIPLE CHOICE, EACH OF WHICH HAS **ONLY ONE (1)** CORRECT ANSWER. **CIRCLE** THE LETTER IN FRONT OF THE CORRECT ANSWER.

1. **Where must a sample ballot label be posted?**
  - a) In the voting machine
  - b) In the polling place near the demonstrator voting machine
  - c) Near the seventy five foot marker
  - d) No sample ballot must be posted
  
2. **How long before the polls open must election officials meet at the polls?**
  - a) 20 minutes
  - b) 30 minutes
  - c) 45 minutes
  - d) 60 minutes
  
3. **Who may not assist a blind, physically disabled, or illiterate elector?**
  - a) The elector's spouse
  - b) The elector's teenage child
  - c) The elector's employer
  - d) The moderator
  
4. **Which of the following write-in votes should be counted?**
  - a) Write-in votes for the party endorsed candidates at a primary
  - b) Write-in votes for a registered write-in candidate
  - c) Write-in votes for candidates whose names are on the ballot and who receive a second regular vote on the ballot
  - d) Write-in votes for an unregistered candidate not listed on the ballot
  
5. **Paper ballots can only be read by the Optical Scan tabulator when fed face up into the unit?**
  - a) True
  - b) False
  
6. **To whom should the moderator administer the oath as to the faithful performance of the polling place duties?**
  - a) Machine tenders
  - b) Unofficial checkers
  - c) Runners
  - d) Town clerk

**CONTINUED ON BACK**

7. **An elector who has voted by absentee ballot finds that he will not be out of town after all. He goes to the town clerk's office to notify them that he is able to vote in person. What is the deadline to do this?**
- There is no deadline
  - 12:00 noon prior to the election
  - 6:00 a.m. the day prior to the election
  - 10:00 a.m. the day of the election
8. **If a voter has a problem with their ballot, but does not want to fill out a new ballot they should be directed to....?**
- Leave the polling place because they don't get to vote if they aren't willing to fill out a new ballot that can be scanned
  - Vote by provisional ballot
  - Put their ballot in the Auxiliary Bin to be hand counted at the end of the election
  - None of the above
9. **In order for the Zero Report to print you need to hold down the YES button when the Optical Scan unit is turned on?**
- True
  - False
10. **What is the distance to be marked off as the "restrictive area" outside the entrance to the polling place?**
- 10 feet
  - 75 feet
  - 100 yards
  - 75 yards
11. **In order to end voting on the Optical Scan tabulator, what steps must be taken?**
- Simply turn the unit off
  - Feed the Ender Card into the unit while holding down the YES button
  - Feed the Ender Card into the unit while holding down the YES and NO button at the same time
  - Just feed the Ender Card into the unit
12. **What do you do with Provisional Ballots after the close of the polls?**
- Store them with the rest of the voted ballot
  - Deliver them to the Registrar of Voters
  - Deliver them to the Town Clerk
  - Feed them into the unit
13. **When do the polls open and close?**
- 5:30 A.M. and 9:00 P.M.
  - 6:00 A.M. and 10:00 P.M.
  - 6:00 A.M. and 8:00 P.M. or until the last voter in line has voted that entered the line before 8:00 P.M.
  - 12 Noon and 8:00 P.M.
14. **How many copies of the Zero Report must be printed?**
- One
  - Two
  - Three
  - None
15. **What do you do when you see the following message "RETURNED BALLOT JAMMED IN READER"?**
- Remove the jammed ballot and deposit the ballot into the ballot box
  - Remove the jammed ballot and ask the voter to re-insert the ballot into the tabulator
  - Review ballot and candidate choices with voter
  - Ask voter to leave polling place because they do not get to cast a ballot

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