



**DURHAM
COUNTY**

Board of Elections



EASY POLLWORKER LOGIN INSTRUCTIONS

DURHAM COUNTY BOARD OF ELECTIONS

201 N Roxboro St, Durham, NC 27701

(919)560-0700

pollworkers@dconc.gov



ASSIGNMENTS AND TRAINING CLASS REGISTRATION

Durham County Elections

Durham County
Durham NC 27701
(919) 565-0700

Home Apply Login

Login to Your Account

User ID

Password

Login Forgot Password

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Online registration is available for all training classes. All current precinct officials may access the training schedule by visiting the below website and entering in the required username and password. For this election, use the following information to login:

Website: <https://durhamnc.easypollworker.com/secure/login.aspx>

Username: firstname.lastname (rebecca.troedsson)

****If this does not work, try firstnameinitial.lastname (r.troedsson)****

(Use your first and last name with a . in between. All fields are lowercase and hyphenated last names are combined without spaces.)

Password: election

[Click here to login.](#)



1. Once you are logged in, verify that the election selected at the top of the page is the current upcoming election.

Select an Election
2020 March Primary

Latest News Messages **Work Schedule** Required Classes Scheduled Classes Documents [My Pollworkers](#)

Here are your assigned pollworkers:

2. Use the task bar to view your work schedule. Your work schedule will include the Election Date, arrival time and approximate departure time, assigned polling location, and role at the precinct.

Select an Election
2020 March Primary

Latest News Messages **Work Schedule** Required Classes Scheduled Classes Documents [My Pollworkers](#)

Your work schedule is displayed here. Use the Confirm/Decline button to alert staff which scheduled times you are able fulfill.

	Confirmed/Declined	Date	Time In	Time Out	Location	Role	Address
Confirm/Decline	No Response	02/26/20	7:00 AM	8:00 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/19/20	7:00 AM	8:00 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712



2a. If you are assigned to work one-stop, you will also see a full schedule of dates, times, location/s, and position for each day that you are assigned to work once the schedule becomes available. You will receive an email from the BOE once this is available.

Select an Election
2020 March Primary

Latest News Messages **Work Schedule** Required Classes Scheduled Classes Documents My Pollworkers

Your work schedule is displayed here. Use the Confirm/Decline button to alert staff which scheduled times you are able fulfill.

	Confirmed/Declined	Date	Time In	Time Out	Location	Role	Address
Confirm/Decline	No Response	02/26/20	7:00 AM	8:00 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/19/20	7:00 AM	8:00 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/22/20	7:00:00	5:30 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	03/03/20	5:30 AM	8:30 PM	28	Chief Judge	8202 STAGVILLE RD BAHAMA NC 27503
Confirm/Decline	No Response	02/15/20	7:00:00	5:30 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/29/20	7:00 AM	4:30 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/24/20	7:00:00	8:00 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/18/20	7:00:00	8:00 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/23/20	11:00:00	4:30 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712
Confirm/Decline	No Response	02/14/20	7:00 AM	8:00 PM	ONE-STOP NORTH	Site Coordinator	221 Milton Rd. Durham NC 27712

3. Use the task bar to view your required training classes. These classes are determined by your role at the precinct. To register for a required training class, click on 'View Schedule' to select an available training class.

Select an Election
2020 March Primary

Latest News Messages Work Schedule **Required Classes** Scheduled Classes Documents My Pollworkers

This list contains the subjects in which you require training. These classes are not optional. Click the View Schedule button to view all of the available times. Be aware that class size is limited and you must reserve your seat in class as soon as possible.

Name	Contact Name	Phone	
Chief Judge Supply Pickup	David Beutel	9195500994	View Schedule



- Once you click on the 'View Schedule' button, a list of available training classes will generate. Please review the dates, times, and locations for each class prior to deciding. Click the 'Sign Up' button to the left of your selected training class to properly register.

This class list below are the class session times that are available for the subject matter. Keep in mind that class size is limited so choose your class session as soon as possible.

Site Coordinator Training

Erin Lewandowski

9195607025

Location	Schedule	Class Size	Seats Available	
Administration Building II	Administration Building II on Mon 02/10 at 03:30 PM until Mon 02/10 at 05:30 PM	16	1	Sign Up

- Once you click on the 'Sign Up' button, a congratulations message will appear to let you know you know that you have successfully registered for the class. You may print your class schedule by clicking on the 'Print Schedule' button. To return to class schedule page, click on the 'Close' button.

✓ Congratulations!

You have been scheduled for this class session.

[Print Schedule](#) [Close](#)



TRAINING CLASS ASSIGNMENT CHANGES AND SCHEDULE PRINTING

1. You may change your scheduled training class information in advance by clicking on 'Scheduled Classes' on the main taskbar. Then click the 'Drop' button.

Select an Election
2020 March Primary

Latest News Messages Work Schedule Required Classes Scheduled Classes Documents My Pollworkers

This list contains the class sessions which you are attending. You may cancel your reservation and reschedule to attend a different session. Be sure to view the attached documents so that you can meet the requirements for the subject matter in which you are to be trained.

Class Date	Start Time	Class Name	Venue	Address	Room	
02/10/2020	03:30 PM	Site Coordinator Training	Administration Building II	201 E Main Street, Room 126		<input type="button" value="Drop"/> <input type="button" value="Docs"/> <input type="button" value="Print"/>
02/21/2020	02:30 PM	Judges Equipment Training	Administration Building II	201 E Main Street, Room 126		<input type="button" value="Drop"/> <input type="button" value="Docs"/> <input type="button" value="Print"/>

2. Verify that you have selected the correct class that you wish to unregister from. Select the 'Drop Class' button to successfully unregister from the selected class.

Are you sure you want to remove yourself from this training session?

Class Name: Site Coordinator Training **Location:** Administration Building II
Instructor: Erin **Contact Phone:**
Start Date: 02/10/2020
Start Time: 03:30 PM **End Time:** 05:30 PM
Address: 201 E Main Street, Room 126 Durham NC **Room:**
27701

16 of 16 seats have been claimed



NOTE: You may view and print your scheduled training class information at any time by clicking on 'Scheduled Classes' on the main taskbar.

Select an Election 2020 March Primary					
Latest News	Messages	Work Schedule	Required Classes	Scheduled Classes	Documents
My Pollworkers					
This list contains the class sessions which you are attending. You may cancel your reservation and reschedule to attend a different session. Be sure to view the attached documents so that you can meet the requirements for the subject matter in which you are to be trained.					
Class Date	Start Time	Class Name	Venue	Address	Room
02/10/2020	03:30 PM	Site Coordinator Training	Administration Building II	201 E Main Street, Room 126	Drop Docs Print
02/21/2020	02:30 PM	Judges Equipment Training	Administration Building II	201 E Main Street, Room 126	Drop Docs Print



CHIEF JUDGE SUPPLY PICKUP

1. When instructed by the Board of Elections, use the task bar to view your required classes. To register for your Supply Pickup when it becomes available, click on 'View Schedule' to select an available time slot.

Select an Election
2020 March Primary

Latest News Messages Work Schedule **Required Classes** Scheduled Classes Documents My Pollworkers

This list contains the subjects in which you require training. These classes are not optional. Click the View Schedule button to view all of the available times. Be aware that class size is limited and you must reserve your seat in class as soon as possible.

Name	Contact Name	Phone	
Chief Judge Supply Pickup	David Beutell	9195600094	View Schedule

2. A list of available time slots will generate. Please carefully review the dates, times, and location for each option prior to selecting. Click the 'Sign Up' button to the right of your choice to properly register.

This class list below are the class session times that are available for the subject matter. Keep in mind that class size is limited so choose your class session as soon as possible.

Chief Judge Supply Pickup

David Beutell

9195600094

Location	Schedule	Class Size	Seats Available	
BOE Warehouse	BOE Warehouse on Fri 02/28 at 08:00 AM until Fri 02/28 at 08:20 AM	2	1	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 08:20 AM until Fri 02/28 at 08:40 AM	2	2	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 08:40 AM until Fri 02/28 at 09:00 AM	2	2	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 09:20 AM until Fri 02/28 at 09:40 AM	2	2	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 09:40 AM until Fri 02/28 at 10:00 AM	2	2	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 10:00 AM until Fri 02/28 at 10:20 AM	2	1	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 10:20 AM until Fri 02/28 at 10:40 AM	2	2	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 10:40 AM until Fri 02/28 at 11:00 AM	2	1	Sign Up
BOE Warehouse	BOE Warehouse on Fri 02/28 at 11:00 AM until Fri 02/28 at 11:20 AM	2	2	Sign Up

3. Once you click on the 'Sign Up' button, a 'Congratulations' message will appear to let you know that you have successfully registered for the class. You may print your class schedule by clicking on the 'Print Schedule' button. To return to class schedule page, click on the 'Close' button.

🎉 Congratulations!

You have been scheduled for this class session.

[Print Schedule](#) [Close](#)



CHIEF JUDGE CONTACT

Select an Election
2020 March Primary

Latest News Messages Work Schedule Required Classes Scheduled Classes Documents **My Pollworkers**

Here are your assigned pollworkers:

Use the task bar to view the precinct officials assigned to work with you on Election Day by clicking the 'My Pollworkers' tab when instructed by the Board of Elections. A contact number and email address are available for each person.

Do NOT update any voter information in this section.

You will use this information to begin contacting each precinct official to review the pre-election meeting and Election Day requirements.

Review the following:

1. Ensure that your direct report is aware that s/he is assigned to work at your precinct and provide the precinct address, start time, and approximate end time.
 - If you are unable to reach an assignee, after two attempts, please contact the Board of Elections immediately.
2. Ensure that your assignee attended required training (Assistants are required to attend "Assistants Training" and Chief Judges and Judges are required to attend "Judges Seminar" and "Judges Equipment" training.). If your assignee has not attended training and needs to attend a makeup session, please have him/her contact the Board of Elections at pollworkers@dconc.gov or 919-560-0697.



3. Inform your assignee of the established time for your pre-election meeting. (You may choose to schedule this meeting immediately after the scheduled supply delivery to your site. It is strongly recommended to schedule your pre-election meeting at this time. If the pre-election meeting is not at the same time as supply as supply delivery, you must schedule an alternative time to meet with the facility to ensure access.) It is strongly recommended for all precinct officials to attend the pre-election meeting. Attendance is not required but compensation will be provided for attending.
4. Be sure to also provide your assignee with details related to what s/he should bring to the polling place (ex. food, drinks, medications, jacket, business casual attire).
5. Provide your contact information incase your assignee has questions.



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