



# GETTING HERE

Directions to the  
Voting Operations Center  
2990 Apalachee Pkwy.

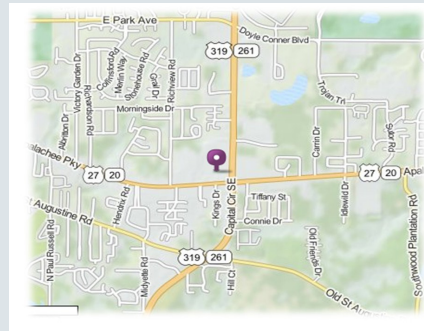
## Professional Poll Worker Program and Schedule

November 8th , 2016

## General Election

### Important Information

- **Classes for the 2016 Election Cycle.** You are required to sign up for one class.
- **Classes will start on time.** If you are 15 minutes or more late, you will not be allowed into the classroom and will be asked to reschedule your training.
- **Training is required by law.** You **must** attend a training class prior to each Election in order to work on Election Day
- **Open Lab sessions are OPTIONAL.** However, in order to provide better service to you, please register for an open lab session.
- **You must register for a class or Open Lab.** Walk-ins may not be granted entry due to seating limitations.



**From N. East:**  
Head south on  
Capital circle NE  
toward Apalachee  
Parkway.

Turn right into  
the Cross Creek  
Shopping Center.

**From N. West:** Head south. Go East on Tennessee Street. Go south on Capital Circle NE toward Apalachee Parkway. Turn right into the Cross Creek Shopping Center. 2990 is at the south end of the shopping center.

**From South:** Head north on Capital Circle SE. After crossing Apalachee Parkway, get into the left turn lane and turn left into the Cross Creek Shopping Center. 2990 is at the south end of the shopping center.

**From North:** Head south on Monroe Street. Turn east on Apalachee Parkway. Turn left across from King Drive into the Cross Creek Shopping Center. 2990 is at the south end of the shopping center



Add us to your contacts!



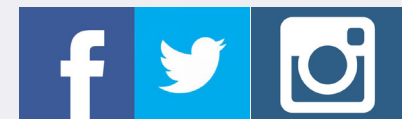
## How to Register for Classes

**Phone it in!** (850) 606-8607

**E-mail it** [poll\\_work@leoncountyfl.gov](mailto:poll_work@leoncountyfl.gov)

**Online** @ [LeonVotes.org](http://LeonVotes.org)

*NEW Online Course available  
(More information inside)*



## Election Official Training

All positions: Experienced Poll Worker



Class sizes are LIMITED!

Class Time: 2.0 hours

This course will review the Primary Election and prepare you for the General Election.

Technology and procedures will be discussed.

## Election Official Training

Elections 101 and Labs



Lecture style classroom setting.

Class Time: 2.0 hours

The New Poll Worker course provides specific information for first time, or returning poll workers that have not worked any elections in 2016.

Hands on labs are designed to provide you real practice. No formal instruction provided, but instructors are on hand to answer questions.

## Online Training Class



Open Labs

2.0 Hr Time Slots

The online course provides materials necessary to make your day a success. Successful completion of each online section exam and participation in the web meeting will satisfy your training requirement.



### LECTURE CLASSES FOR ALL EXPERIENCED POSITIONS

#### ELECTION OFFICIAL TRAINING

Date	Time	Class #
Tues, 09/20	9-11am	612
Tues, 09/20	6-8pm	613
Thurs, 09/22	9-11am	614
Fri, 09/23	9-11am	615
Sat, 09/24	9:30-11:30am	616
Sat, 09/24	1-3pm	617
Tues, 09/27	9-11am	618
Tues, 09/27	6-8pm	619
Thurs, 09/29	9-11am	620
Thurs, 09/29	1-3 pm	621
Fri, 09/30	9-11am	622
Sat, 10/01	1-3pm	623
Tues, 10/11	9-11am	624
Tues, 10/11	6-8pm	625
Wed, 10/12	9-11am	626

#### Online Review Recommended

- Download documents and films 24/7 from the comfort of your own home!
- Complete review of all class materials on your PC, tablet or phone!



### REQUIRED FOR ALL NEW POLL WORKERS

Date	Time	Class #
Thurs, 09-22	1-3pm	627
Sat, 10/01	9:30-11:30	628

REGISTER FOR ONLY ONE



#### CLERK/ ASSISTANT CLERK OPEN LAB TIMES

Date	Time	Class #
Tues, 10/18	10am-Noon	629
Tues, 10/18	6-8pm	630
Sat, 10/22	1-3pm	631

REGISTER FOR ONLY ONE



#### INSPECTOR/TEAM LEADER OPEN LAB TIMES.

Date	Time	Lab #
Wed, 10/19	10am-Noon	632
Wed, 10/19	6-8pm	633
Thurs, 10/20	2-4pm	634
Thurs, 10/20	6-8pm	635
Fri, 10/21	10am-Noon	636
Sat, 10/22	10am-Noon	637



### ONLINE ELECTION OFFICIAL CLASS # 638

Section 1: Technology  
Section 2: Procedures  
Section 3: Online Web Meeting or Lab

If you worked the 2016 Primary Election, you can fulfill your training requirement through our **ONLINE Election Official Course.**

- You will need to complete Section 1 and Section 2 with a passing score on each sectional exam.
- You must also participate in an online web meeting or take a lab session.

You can sign up for the Online Election Official Course and you will be sent an invitation to the course via e-mail.

You must have a computer, e-mail and access to the internet.

**DEADLINE TO COMPLETE THIS COURSE OCT. 07.**



EXPERIENCED

SPECIAL CLASSES

NEW! NEW!  
ONLINE CLASS  
NEW! NEW!