



GETTING HERE

Directions to the
Leon County Election Center
2990 Apalachee Pkwy.

Professional Poll Worker Program and Schedule

for the November 6, 2018
General Election

Important Information

- **Classes will start on time.** If you are 30 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. 2990 is at the south end of the shopping center.

From N. West:

Head south. Go East on Tennessee Street. Go south 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.



New Training Room Entrance

Enter the building from the Event Entrance located on the side of the building. There will be signs to direct you.



How to Register for Classes

Phone it in! (850) 606-8607

E-mail it pollwork@leoncountyfl.gov

Online @ LeonVotes.org

*Online Course available
(More information inside)*



Election Official Training

All positions: Experienced Poll Worker



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

Technology and procedures will be discussed, with time allotted at the end of class for hands on lab practice.

Class sizes are LIMITED!

Class Time: 3.0 hours

Election Official Training

Elections 101 and Labs



The New Poll Worker course provides specific information for first time, or returning poll workers that have not worked any elections in 2018.

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



The online course provides materials necessary to make your day a success. Successful completion of each online section exam will satisfy your training requirement.



LECTURE CLASSES AND LAB FOR ALL EXPERIENCED POSITIONS

ELECTION OFFICIAL TRAINING

Date	Time	Class #
Mon 09/17	1-4pm	714
Mon 09/17	6-9pm	715
Thurs 09/20	9am-Noon	716
Thurs 09/20	2-5pm	717
Friday 09/21	10am-1pm	718
Sat 09/22	9am-Noon	719
Mon 09/24	1-4pm	720
Thurs 09/27	9am-Noon	721
Thurs 09/27	2-5pm	722
Fri 09/28	10am-1pm	723
Mon 10/01	1-4pm	724
Mon 10/01	6-9pm	725
Fri 10/05	1-4pm	726

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 #
Tues 09/25	6-9pm	727
Sat 10/06	9am-Noon	728



PRACTICE MAKES PERFECT OPEN LAB TIMES

Date	Time	Class #
Wed 10/17	2-4pm	729
Wed 10/17	6-8pm	730
Thurs 10/18	10am-Noon	731
Thurs 10/18	2-4pm	732
Friday 10/19	10am-Noon	733
Friday 10/19	2-4pm	734
Sat 10/20	10am-Noon	735
Sat 10/20	2-4pm	736
Mon 10/22	2-4pm	737
Mon 10/22	6-8pm	738
Tues 10/23	10am-Noon	739
Tues 10/23	2-4pm	740



ONLINE ELECTION OFFICIAL CLASS # 741

Section 1: Technology
Section 2: Procedures

If you worked the 2018 Primary Election, you can fulfill your training requirement for the General Election 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 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. 15.



EXPERIENCED

NEW OFFICIALS AND LABS

ONLINE CLASS