



VOTING MANUAL FOR VOTING BOOTHS

This requires a tablet or laptop children use one at a time. You do not need a login — the booth device is paired once, then runs itself resetting after each vote.

MORNING SETUP

- Open the booth device, go to kiwikidsvote.nz/booth/pair.
- Get a pairing code (PAIR-XXXXXX) from the election team — or from the teacher if it is a teacher-managed booth. Codes are single-use and last 48 hours; if yours is stale, ask for a fresh one.
- Type the code, tap Enter kiosk. The screen goes fullscreen and shows "Have your say!". That is the whole setup.

DURING THE DAY

- A child taps **Tap to start** and votes. The booth returns to the start screen by itself a few seconds after each vote.
- A child with a class slip can tap **"I have a voting code"** instead and type their ABC-D23 code.
- **Voice answers:** children can hold a button and talk instead of typing. For that, the microphone needs a one-time OK: tap **"Turn on the microphone (optional)"** on the start screen and allow it in the browser prompt. Do it once at setup and it sticks for the day. If the button is missing, the device can't do voice — typing answers instead.
- **Walked away mid-vote?** After about a minute idle, a grey pop-up covers the screen: "Still voting?" with a 15-second countdown. One tap on **"I'm still here"** and the child carries on exactly where they were — without losing their partial vote. No tap → the half-finished vote is cleared and the booth resets. Partially completed votes are not counted.
- **"Start over"** (top of the screen) clears the current vote immediately. This can be used to reset a vote if needed.
- Keep the device plugged in; the monitor page shows the election team your battery and heartbeat.



THE STRIPED DEMO BAR

- A black striped "DEMO — votes are not counted. Voting in the Demo" bar means this booth (or the whole election) is in demo mode: votes are practice only and are not counted. If you see that bar on what should be a real voting day, tell the person responsible for running your election booth immediately — the booth is misconfigured, and the children's votes are not being counted. Check the instructions on how to set up the booth.
- If there is no DEMO bar, votes are live and being counted.

PROBLEMS

Symptom	What to do
"This device was unpaired"	Ask for a fresh pairing code and pair again.
"Voting is closed right now"	The election is paused or finished — check with the team.
"Something went wrong"	Usually the internet. Check Wi-Fi, tap Try again.
Microphone questions fail	Tap "Turn on the microphone" and allow it; if it was blocked before, use the padlock icon in the address bar to allow the mic. Typing always works.
Screen left fullscreen	It re-locks on the next tap — by design. Staff can press Esc.

PRIVACY (WHAT TO TELL PARENTS)

- Nobody can see who a child voted for. The system never asks children their name or identifying details.
- For Booth voting, every vote wipes itself off the device the moment it is cast or abandoned — the next child cannot see anything.
- For any support contact education@scnz.org.nz