



Central University of
Technology, Free State

2024 SRC Elections Voting Guide

KDBS Consulting (Pty) Ltd
Independent Election Management Company





Online Voting Details

Voting Days

09h00 on Wed, 11 Sep 2024 to Thursday, 12 September 2024 at 21h00

Availability of the Voting Platform

The voting platform will be accessible for 24 hours a day until closure on 12 September at 21h00.

Results Announcement

12 September 2024 at 21:30

Details of how the results will be made available will be on the election website (www.cutelections.co.za)



Online Voting

Requirements

The voting credentials are necessary to protect the secrecy your vote and for the integrity and fairness of the entire voting process.

You will need the following to cast your ballot

1. A reliable electronic device that is connected to the internet. This could be a smart phone, a laptop, desktop computer or tablet.
2. Your unique voting credentials. More information is provided on how to obtain your credentials later.

Online Voting

Campus Online Voting Sites

A Campus Online Voting Site is a workstation that is connected to the internet with direct access to the voting platform. The workstation is located within a physical site on campus. The Online Sites are made available for the convenience of students that cannot access the internet or for those that may need assistance with voting online.

1. The Online Voting Sites will be available for you to go to for access to the internet for voting at each campus. Check the website for exact venues.
2. An election official will be available on each campus to assist you.
3. You will still need an Access Key and student number to vote at a Campus Online Voting Site.



Online Voting

The Rules

How many candidates and organisations are contesting the election?

The final vetted and verified list of candidates is on the election website.

Where can I find the photos and manifestos of the candidates?

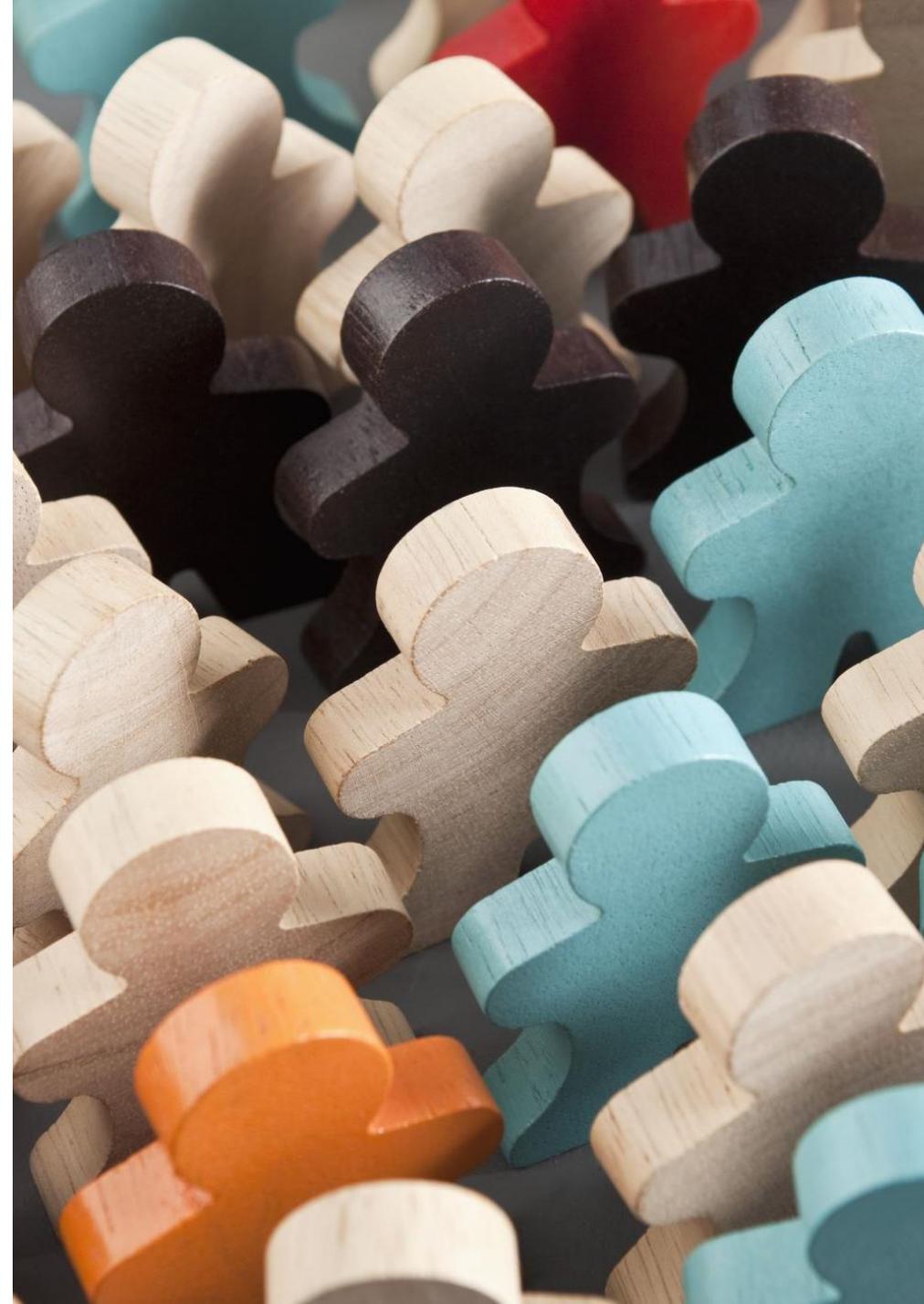
Candidate photos and manifestos will be on the election website (find the candidates booklet).

Candidate photos will also be visible on the ballots.

How many votes am I allowed to cast?

Each campus has 14 portfolios that are being contested. Each student will have one vote per portfolio.

The instructions for each ballot will appear on the ballot. Students may choose to abstain from voting for a specific portfolio. Abstention will lead to a voter forfeiting their vote for the portfolio that they abstain on.





Online Voting

5 Steps to casting your vote online



Get your voting credentials via email and/or SMS



Access the voting link and provide your credentials



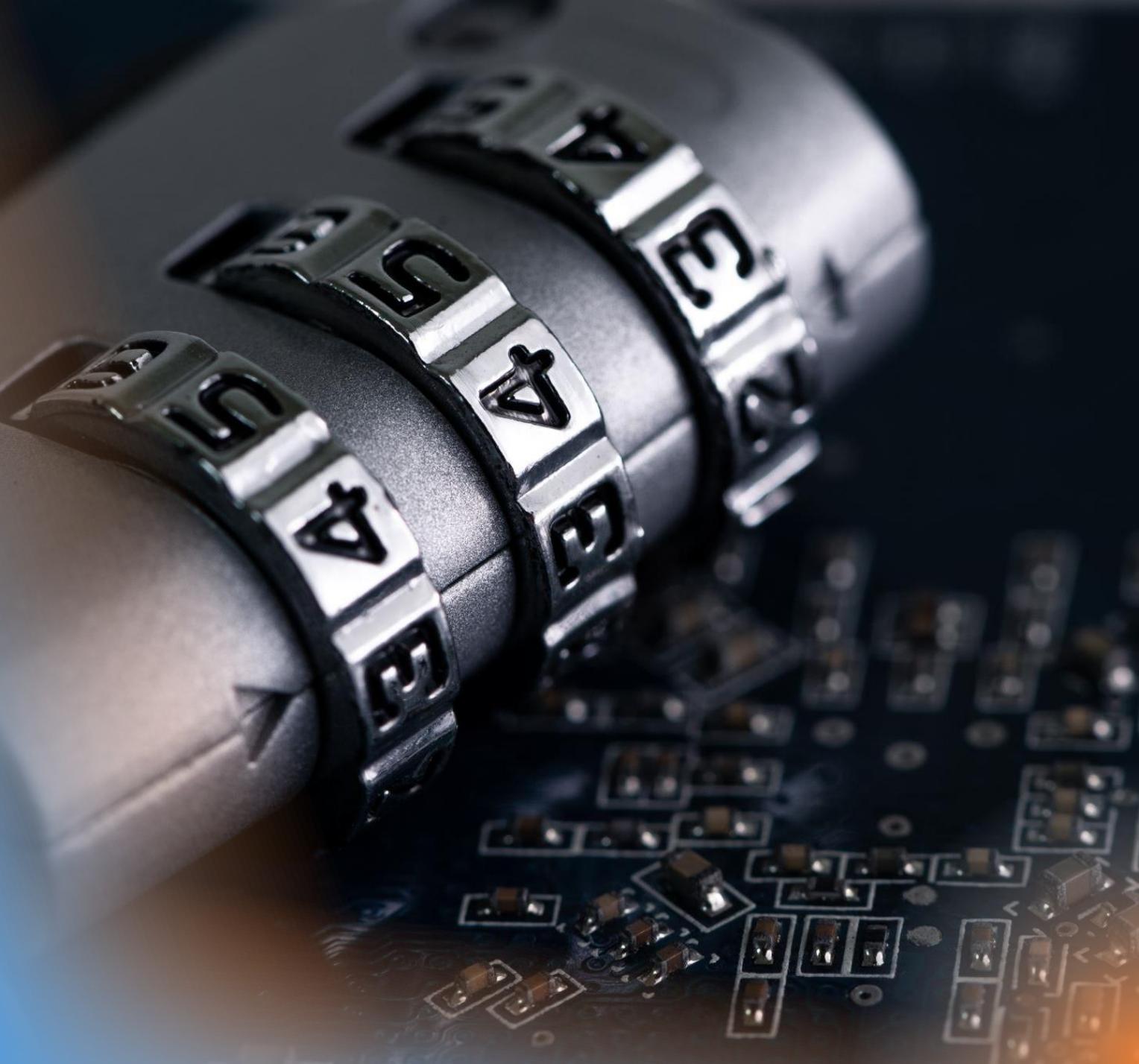
Make, review and edit your choices



Submit your votes



Get a Verification Receipt



Step 1

Get Your Voting Credentials

What credentials are required?

You will need:

1. Your Unique Access Key (8-character unique alpha-numeric string). The Access Key can be used only once.
2. Your Student Number

Where do I get the Access Key from?

An email and an SMS containing your Access Key will be sent to you directly by the Chief Electoral Officer on the morning of the first day of voting.

Are the Access Keys on email and SMS different?

Only one unique access key is assigned to each student irrespective of where it is retrieved from.



Step 2

Access the Voting Hyperlink

What is a Voting Link?

The voting hyperlink provides you with access to the voting platform. It is a shortcut to the voting system

How do I get the link?

1. Email
2. SMS
3. Election Website

What if the link does not work?

1. Check your internet connection
2. Avoid copying and pasting the link. The most reliable way is to click on the link to access the voting system



Step 2 (Continued)

Provide your credentials

The voting platform will request you to provide your access key and student number when using a computer (laptop or desktop), tablet or smartphone to vote

Access Key

1. Make sure that there are no spaces before, in-between and after the access key when copying and pasting it
2. If transcribing the access key, make sure that it is done accurately and that you do not miss a digit/character

Login to Vote

An example of the login screen is shown on the right. Read the instructions carefully before proceeding

Sign in to vote!

Access key - Enter Your Access Key

ivote@kdb.co.za

Password - Enter Your Student Number

.....

Vote now

By signing in, you attest that you have read and agree to the following terms

1. I am submitting my vote electronically and my vote cannot be changed once submitted.
2. I consent to receiving email regarding this vote, and I must rescind my consent by email.
3. If I withdraw my consent to receive email, my sent vote will not be affected.

Step 3

Make your choices

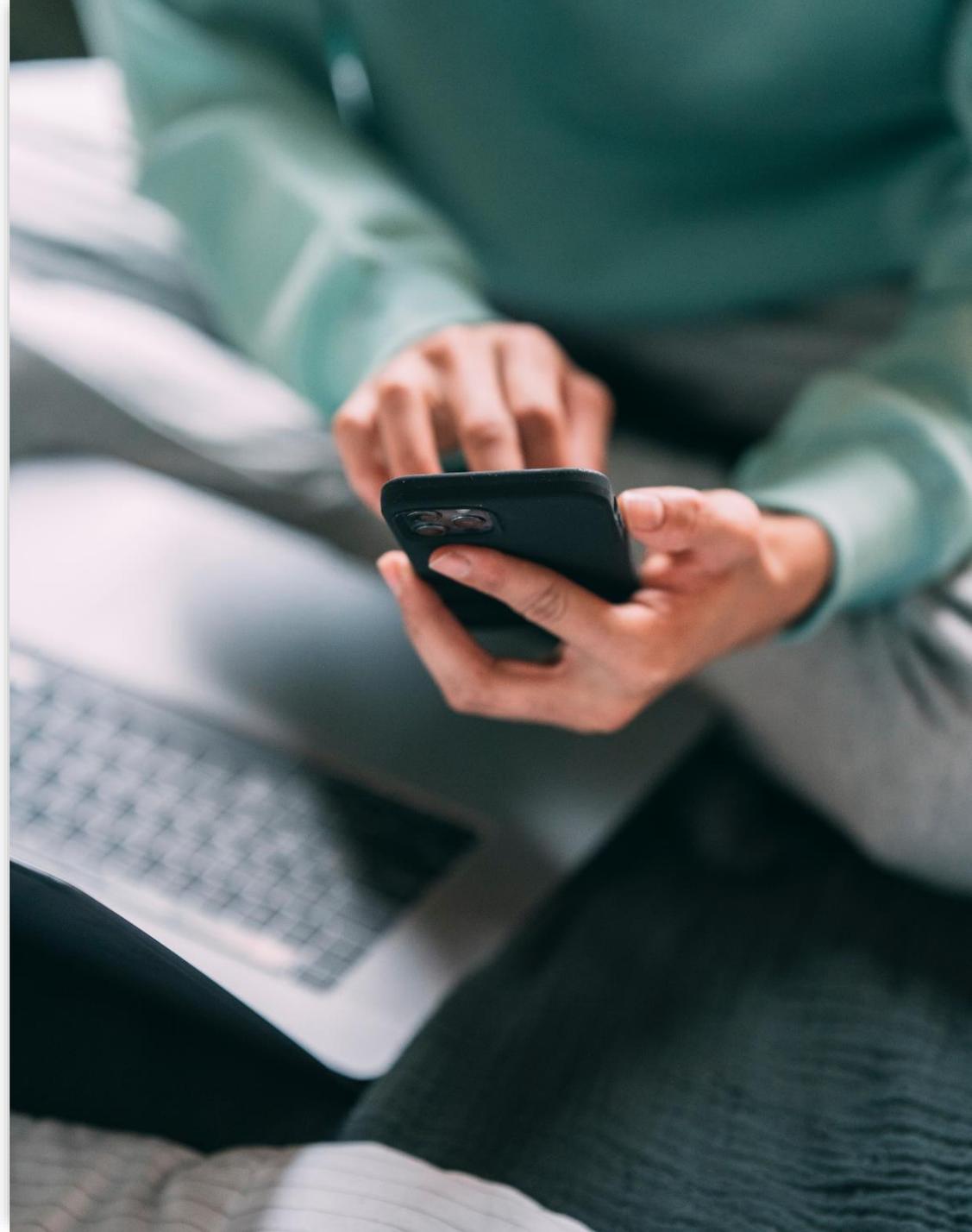
1. The ballot order was drawn by lot as published on the election website.
2. You will be able to scroll down to see all the candidates
3. This election allows you to vote for one candidate per portfolio
4. You may choose to abstain from casting your ballot. To do so you will select the "Abstain" option
5. Choices are made by clicking in the circle next to the candidate's photo and name on the right



Step 3 (continued)

Review and edit your choices

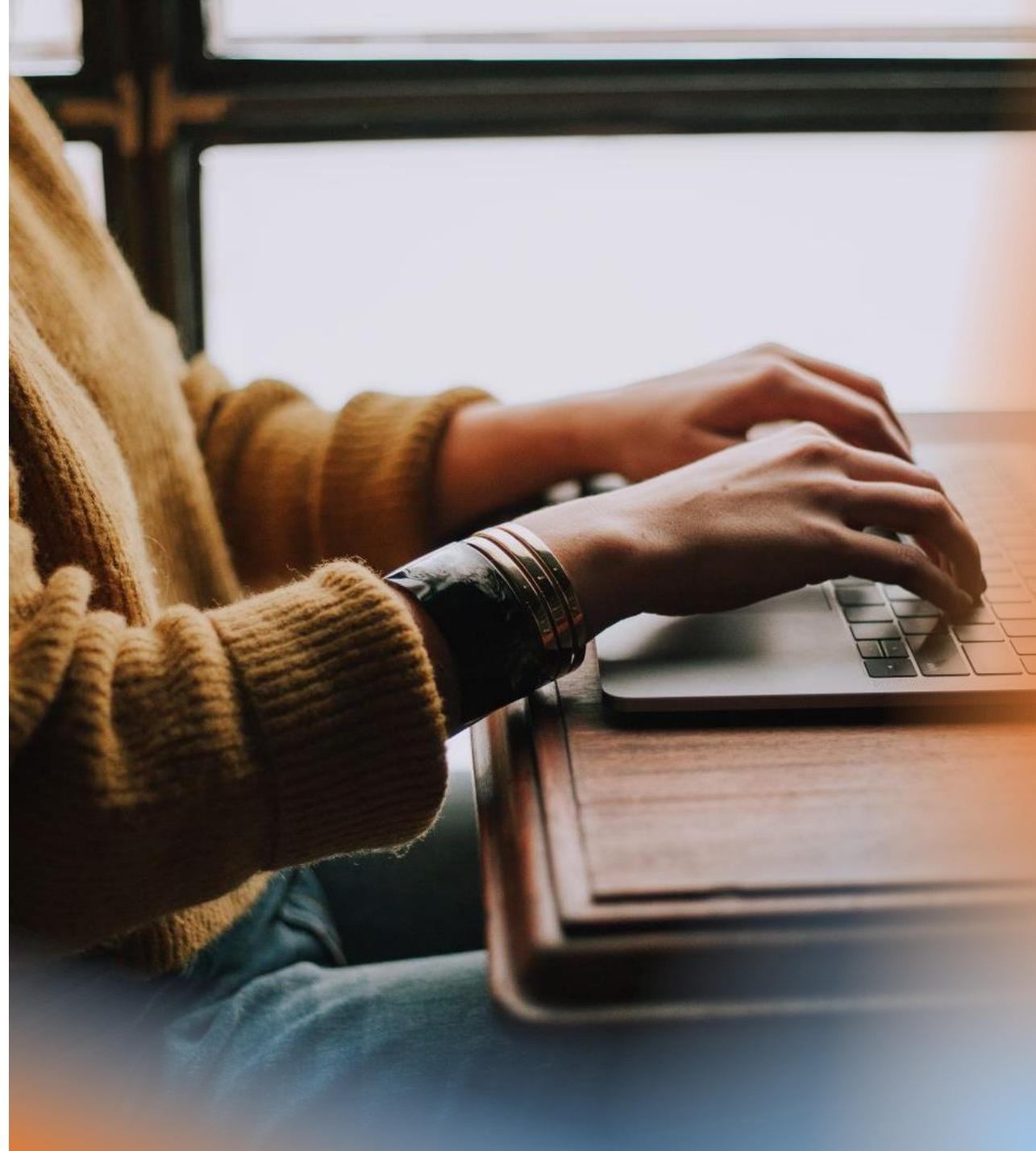
1. Once your choices are made, you will have the option to see the choices and to review and edit them
2. You will be able to make completely new choices
3. Once the review and editing is done you will then confirm the choices and submit your ballot



Step 4

Submitting your ballot

1. To submit your ballot you need to click the submit button by clicking on it.
2. Once the ballot is submitted, you will not be able to vote again.
3. An interruption of an online voting session (due to loadshedding or anything else) will not invalidate your ballot nor your access key.
4. Your credentials are considered and treated as used only once you have submitted.





Step 5

Verification Receipt

Proof of submission creates peace of mind that your votes have indeed been submitted



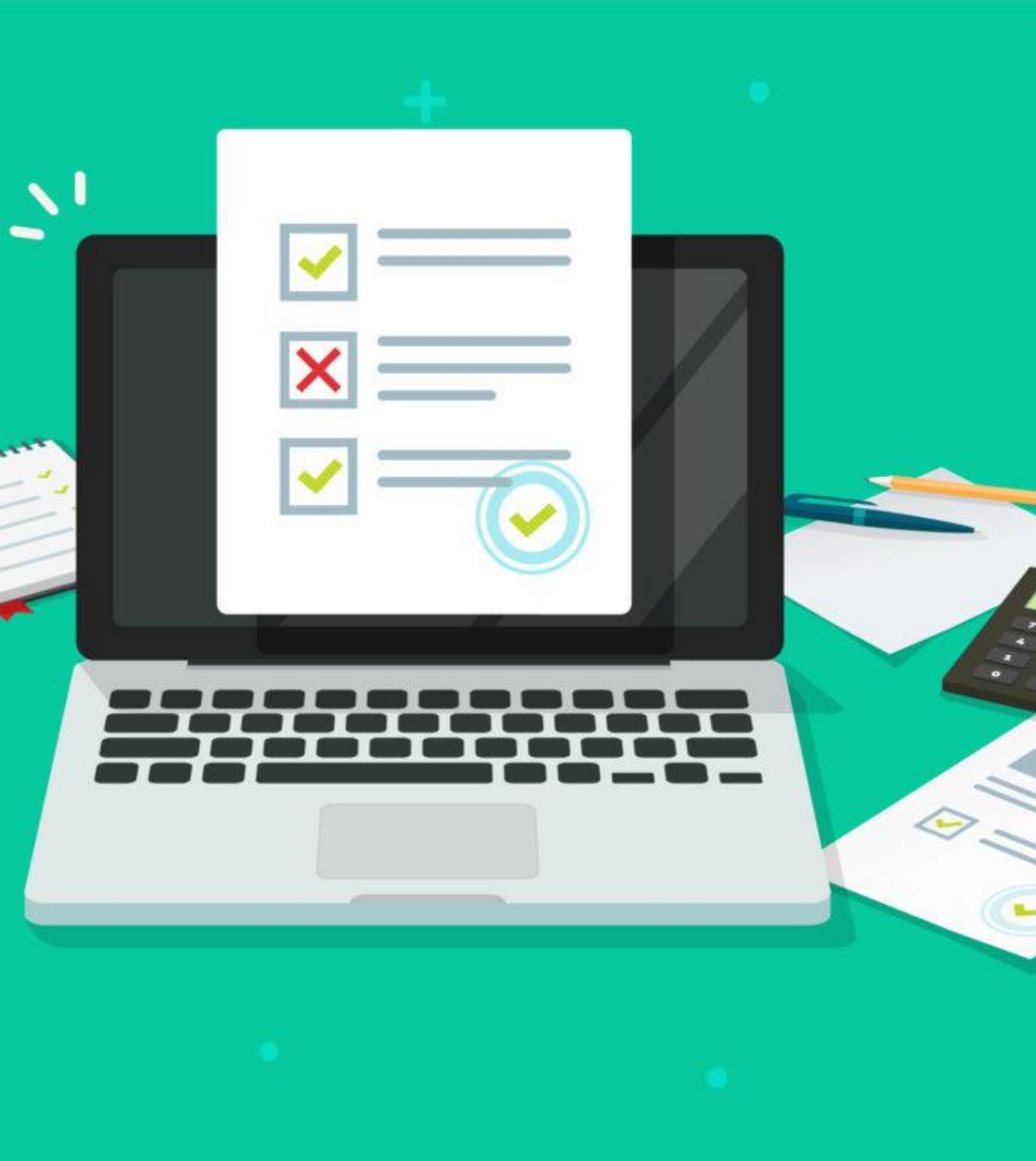
A verification receipt will be displayed on screen as proof of voting



The receipt contains a unique verification code that uniquely links your ballot to your profile on the system



The verification receipt is used for audit purposes



Election Monitoring

1. Voting statistics to be shown live on the election website.
2. A breakdown of voting statistics by Campus.
3. Observers to file issues through their Authorised Representatives.
4. Authorised Representatives to use the Issues Form on the election website with supporting evidence.
5. An Issues Management Report is to be shared with the PLC members.