

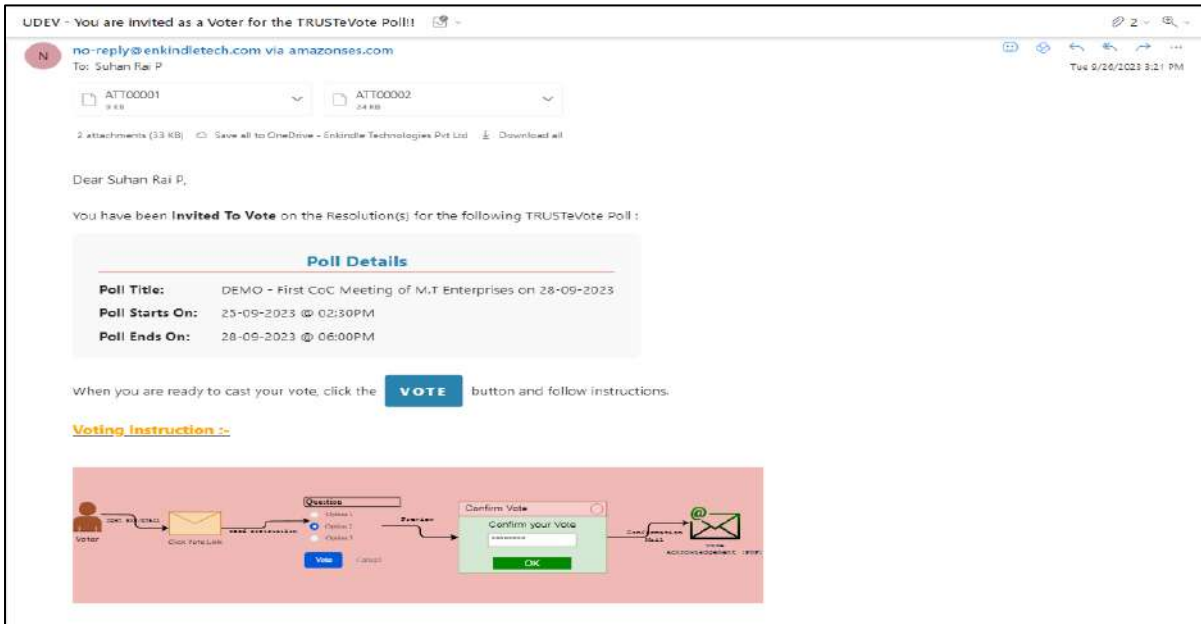
Welcome to TRUSTeVote! This user guide is intended to walk a “Voter” step-by-step through the process of casting a vote on the TRUSTeVote platform.

STEP 1:

Click on the [CLICK HERE TO VOTE](#) button to initiate the voting process. (in the Email received)

OR

Click on the link (in the SMS message received)

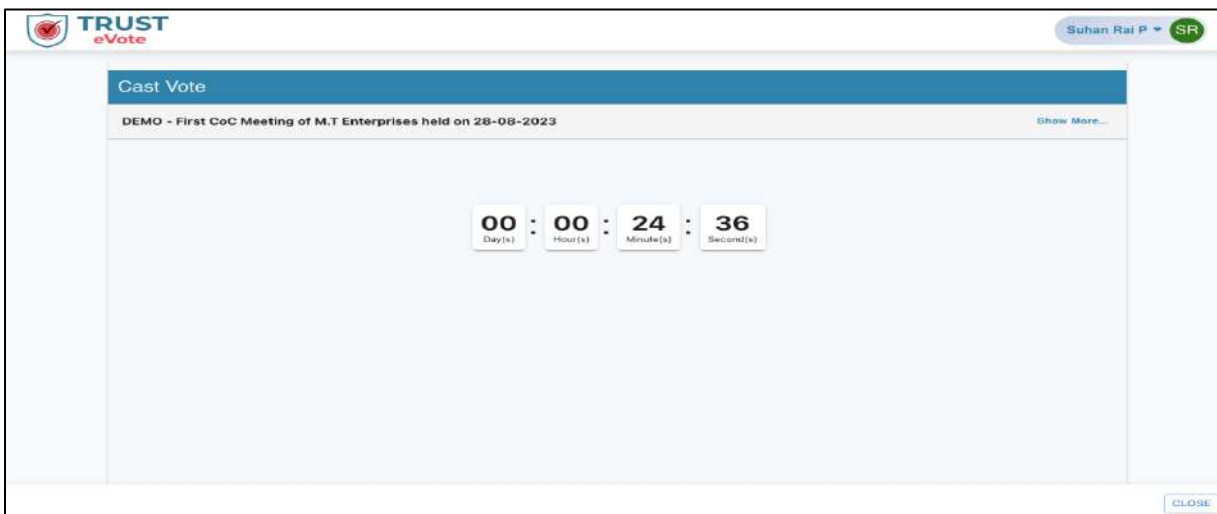


Note:

Before the poll opens, a timer will be displayed as on the screen below. It displays the time remaining for the poll to start. You can either wait until the timer ends,

OR

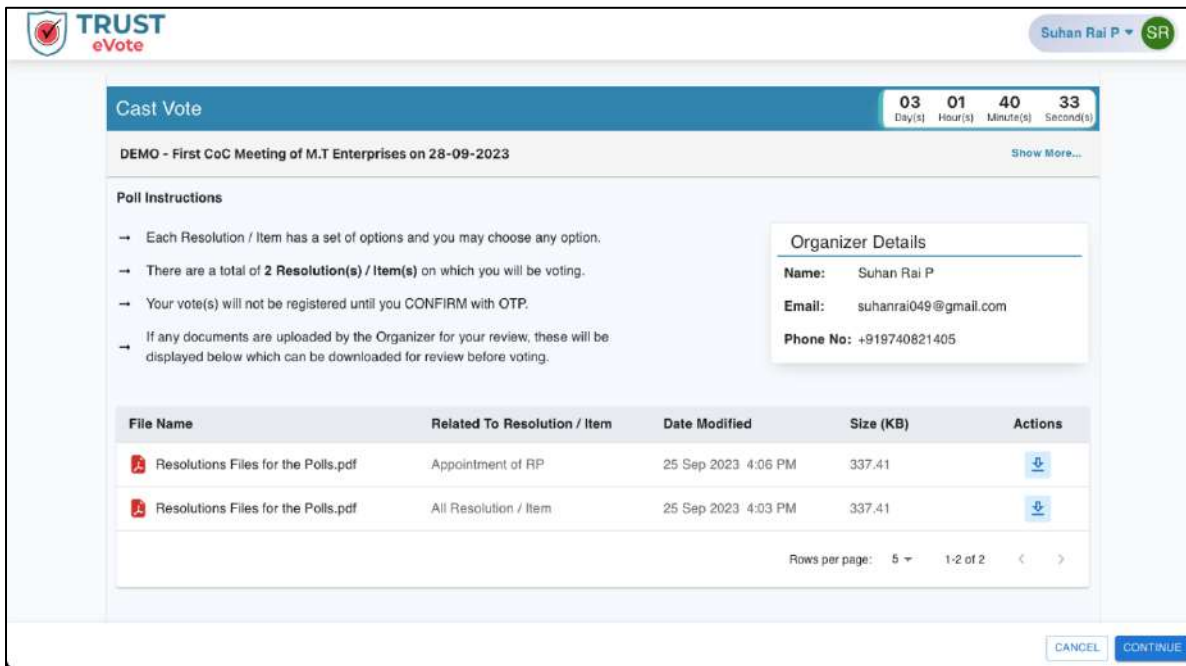
Click on the [CLOSE](#) button to exit and start again at **Step 1** when the poll has opened for voting.



STEP 2:

When the poll opens Poll Instructions will be displayed as on the screen below. Additional information relating to the poll may be provided by the Organizer in downloadable files (as set up by the Organizer) that you should download and review prior to voting. The files can either relate to the entire poll or individual resolution / item.

Click on the **CONTINUE** button to proceed.



The screenshot shows the 'Cast Vote' interface for a poll titled 'DEMO - First CoC Meeting of M.T Enterprises on 28-09-2023'. The user is identified as 'Suhan Rai P' with a profile picture. A timer shows 03 days, 01 hour, 40 minutes, and 33 seconds remaining. The poll instructions are as follows:

- Each Resolution / Item has a set of options and you may choose any option.
- There are a total of **2 Resolution(s) / Item(s)** on which you will be voting.
- Your vote(s) will not be registered until you CONFIRM with OTP.
- If any documents are uploaded by the Organizer for your review, these will be displayed below which can be downloaded for review before voting.

Organizer Details:

- Name:** Suhan Rai P
- Email:** suhanrai049@gmail.com
- Phone No:** +919740821405

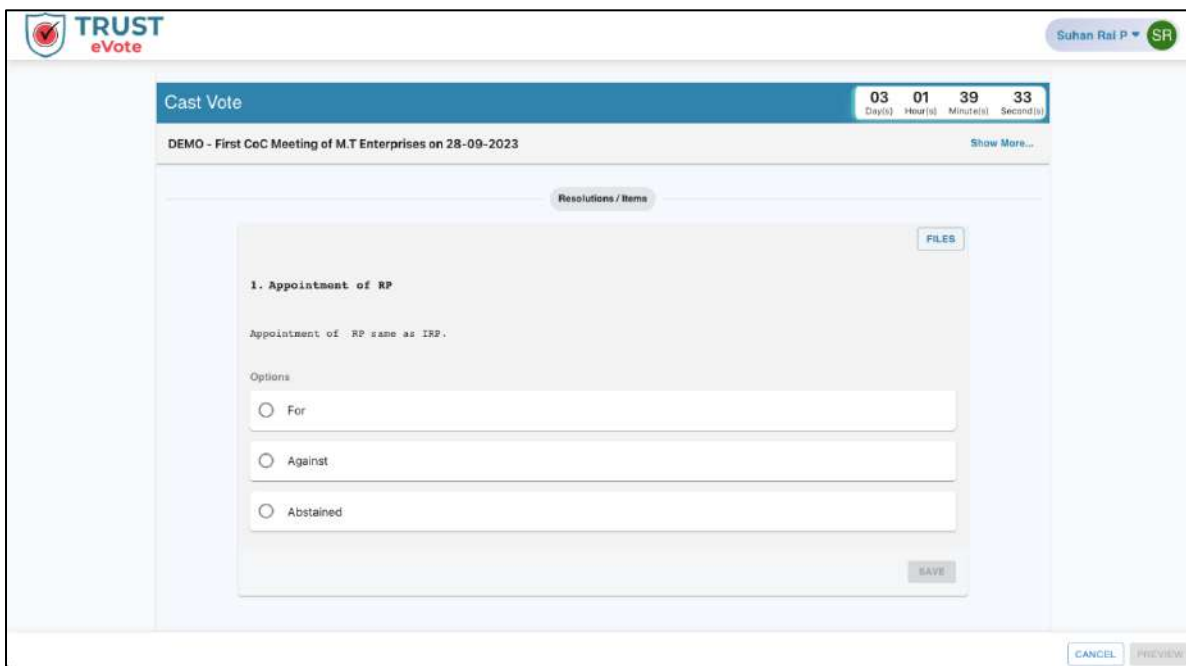
File Name	Related To Resolution / Item	Date Modified	Size (KB)	Actions
Resolutions Files for the Polls.pdf	Appointment of RP	25 Sep 2023 4:06 PM	337.41	Download
Resolutions Files for the Polls.pdf	All Resolution / Item	25 Sep 2023 4:03 PM	337.41	Download

Rows per page: 5 | 1-2 of 2

Buttons: CANCEL, CONTINUE

Note:

You are now on the Resolutions / Items page ready to vote.



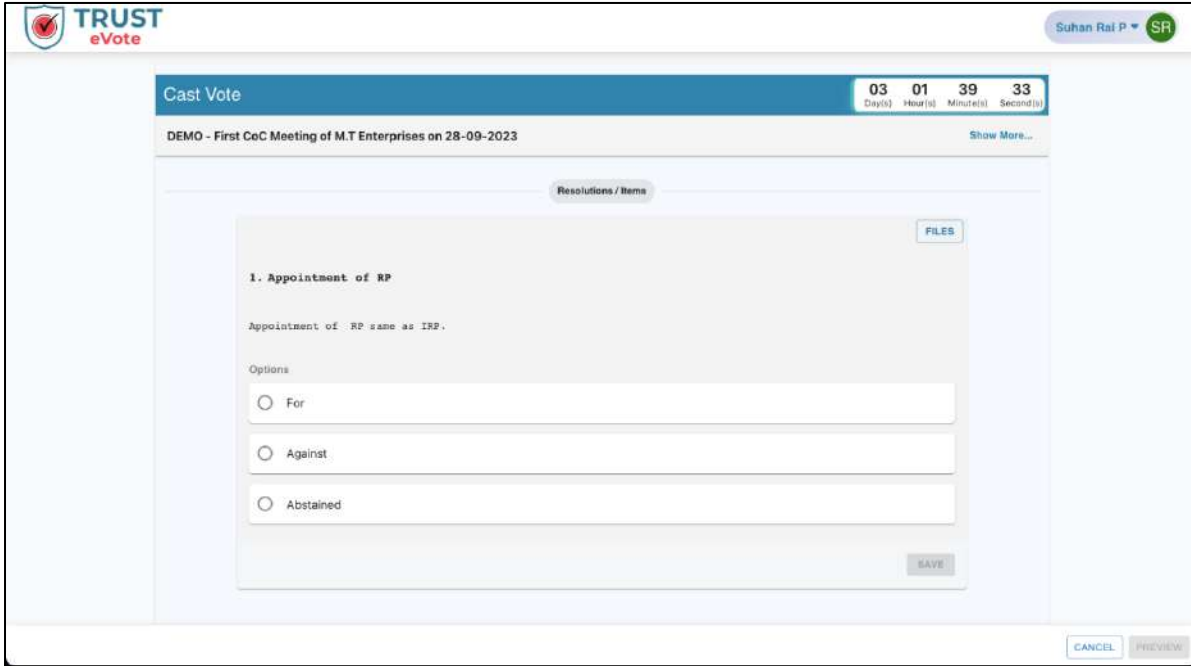
The screenshot shows the 'Resolutions / Items' page for the same poll. The user is ready to vote on the first item: '1. Appointment of RP'. The description is 'Appointment of RP same as IFF.'. The voting options are:

- For
- Against
- Abstained

Buttons: FILES, SAVE, CANCEL, PREVIEW


STEP 3:

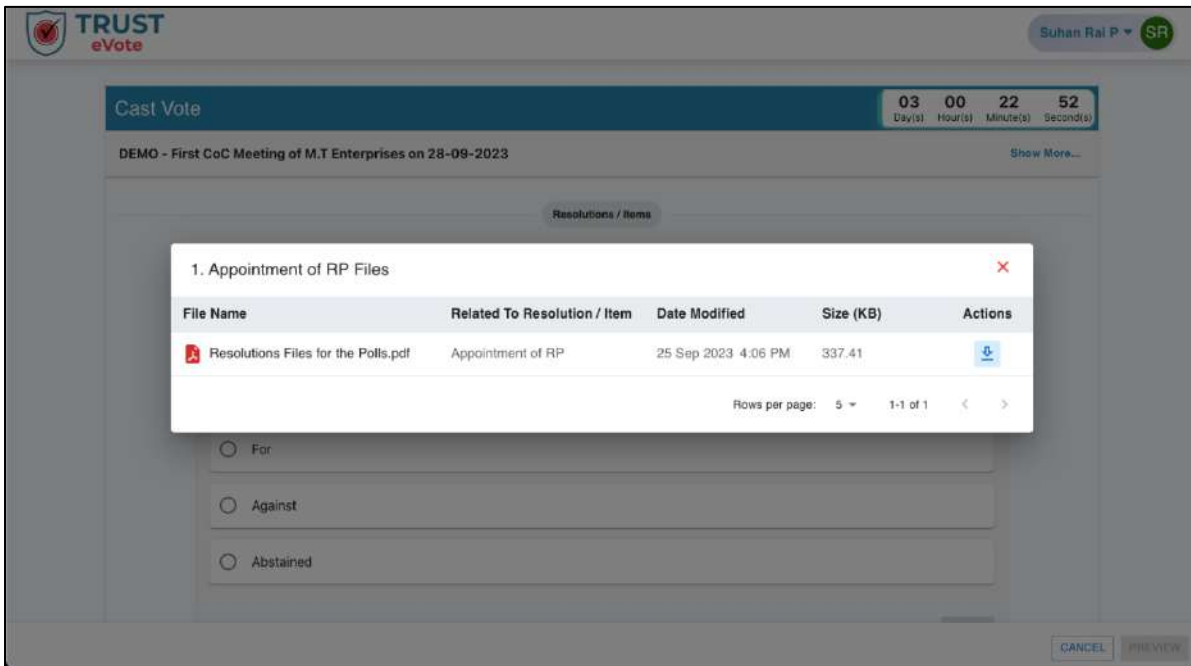
Click on the **FILES** button to pop open a dialogue box to download files related to the resolution /item



Note:

Click on the  button to download and view the file(s).

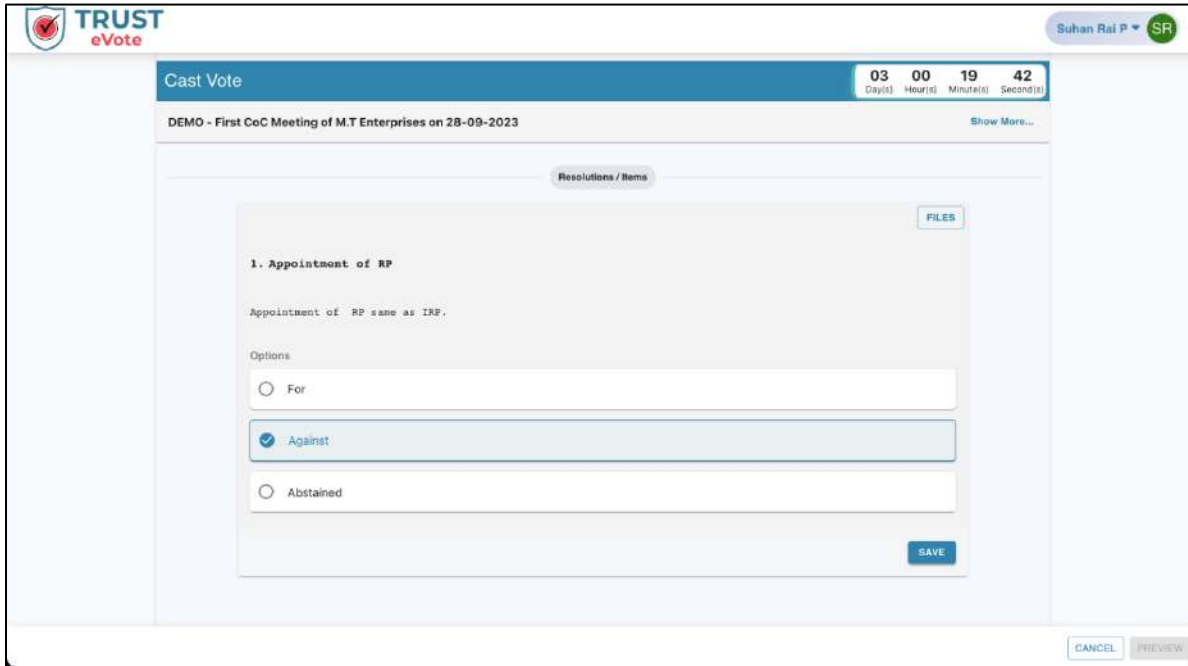
Click on  in the dialog box when you are ready to close the box and return to the Resolutions / Items page.



STEP 3:

Select your option and then

Click on the **SAVE** button to save the option you have selected



The screenshot shows the 'Cast Vote' interface for a meeting titled 'DEMO - First CoC Meeting of M.T Enterprises on 28-09-2023'. The user is identified as 'Suhan Rai P' with initials 'SR'. A timer shows 03 days, 00 hours, 19 minutes, and 42 seconds remaining. The current resolution is '1. Appointment of RP' with the text 'Appointment of RP same as TRF.'. The options are 'For', 'Against' (selected), and 'Abstained'. A 'SAVE' button is visible at the bottom right of the resolution card. At the bottom of the page, there are 'CANCEL' and 'PREVIEW' buttons.

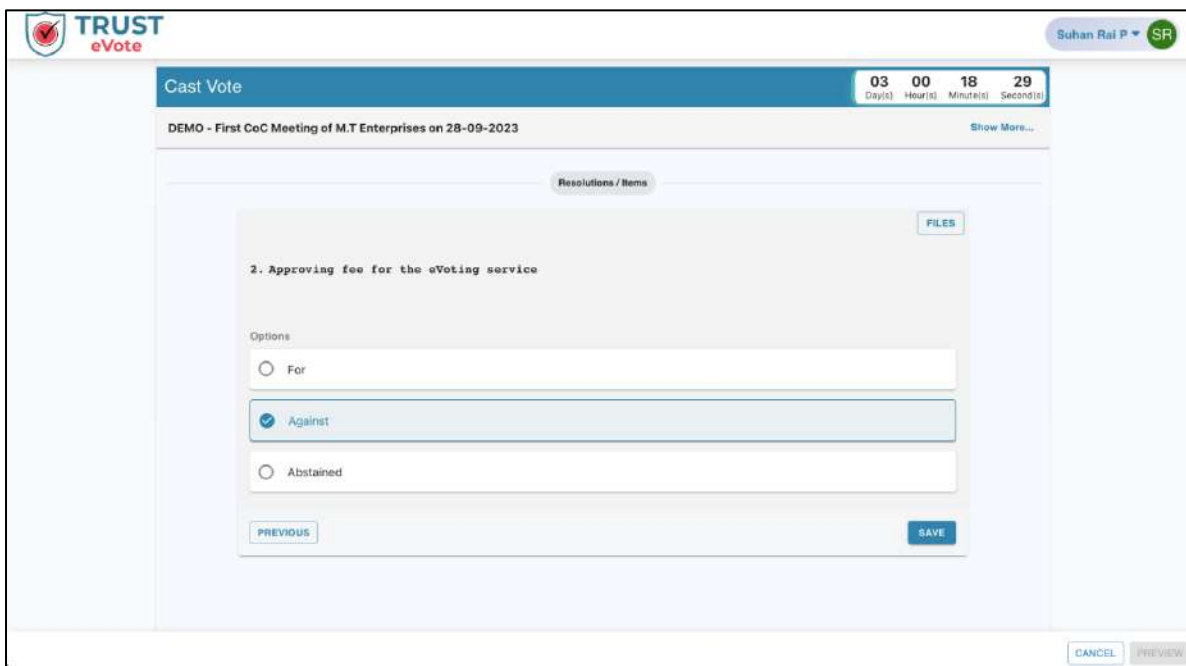
STEP 4:

If there is more than one resolution / item, then you will be directed to the next resolution / item.

Click on the **PREVIOUS** button to review the previous resolution / item,

OR

Click on the **SAVE** button to move to the next resolution / item



The screenshot shows the 'Cast Vote' interface for the same meeting, now displaying the second resolution: '2. Approving fee for the eVoting service'. The options are 'For', 'Against' (selected), and 'Abstained'. A 'PREVIOUS' button is now visible at the bottom left of the resolution card, and a 'SAVE' button is at the bottom right. The timer shows 03 days, 00 hours, 18 minutes, and 29 seconds remaining. 'CANCEL' and 'PREVIEW' buttons are at the bottom of the page.

STEP 5:

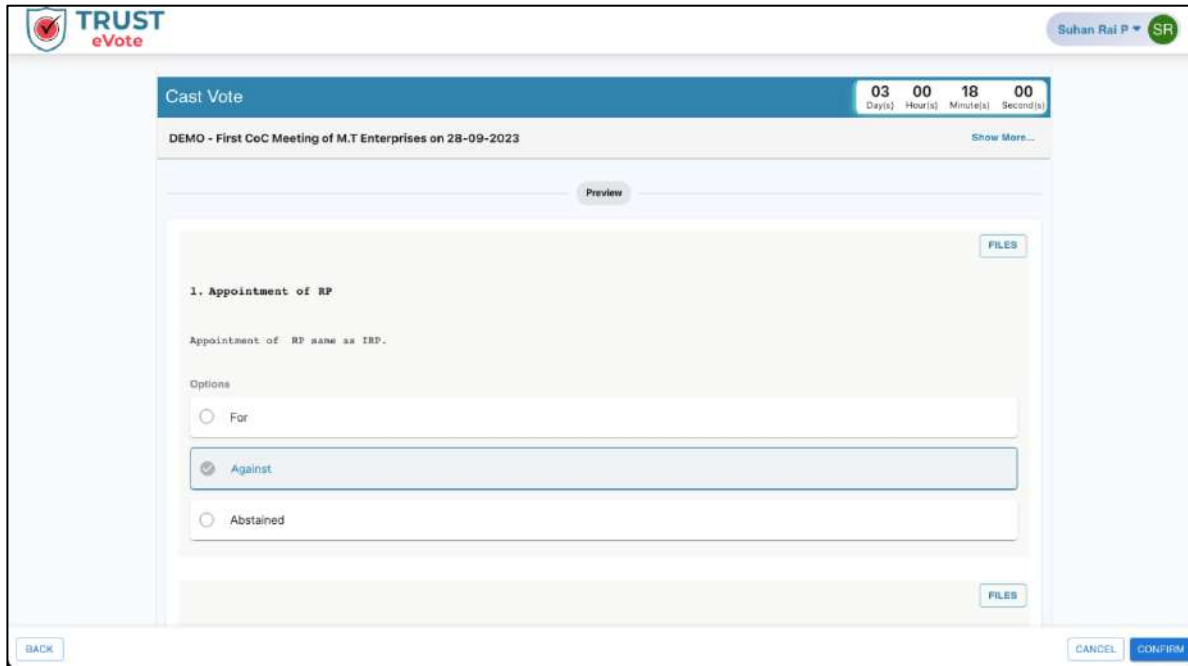
After saving the final resolution / item the heading Preview appears and you can

Scroll through the resolutions / items to change your options, as you wish.

Click on the **BACK** button to review your selections from the beginning.

OR

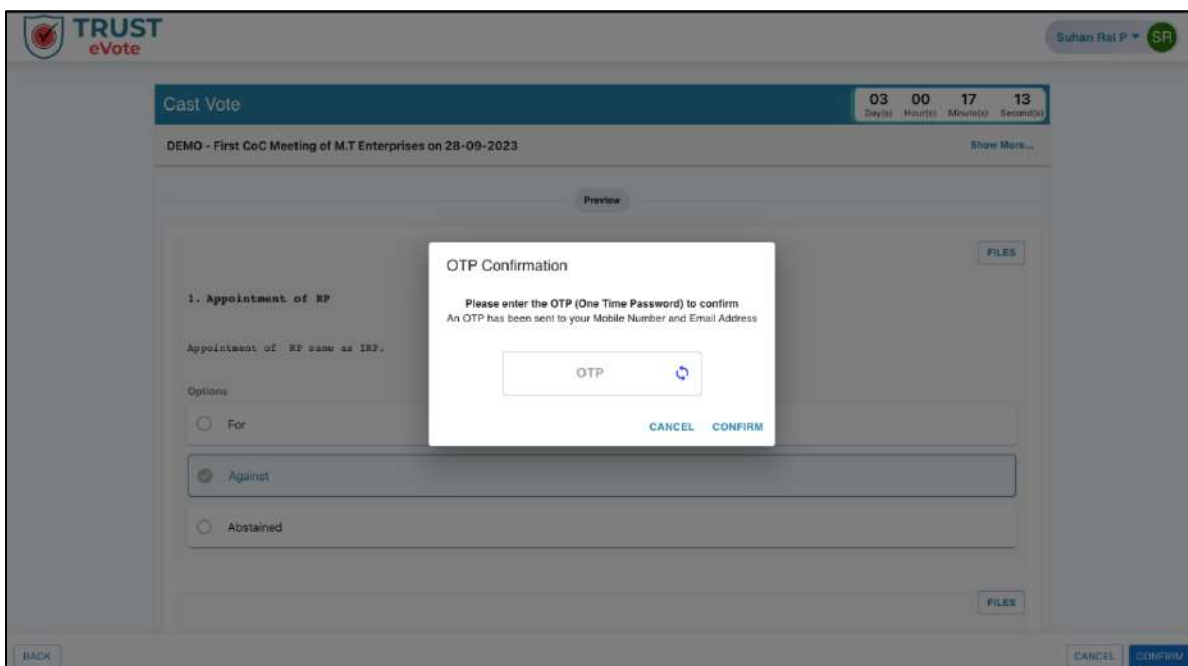
Click on the **CONFIRM** button to cast your vote(s).



Note:

If the **One Time Password (OTP)** is enabled by the Organizer, then the OTP Confirmation box will appear as shown on the following screen.

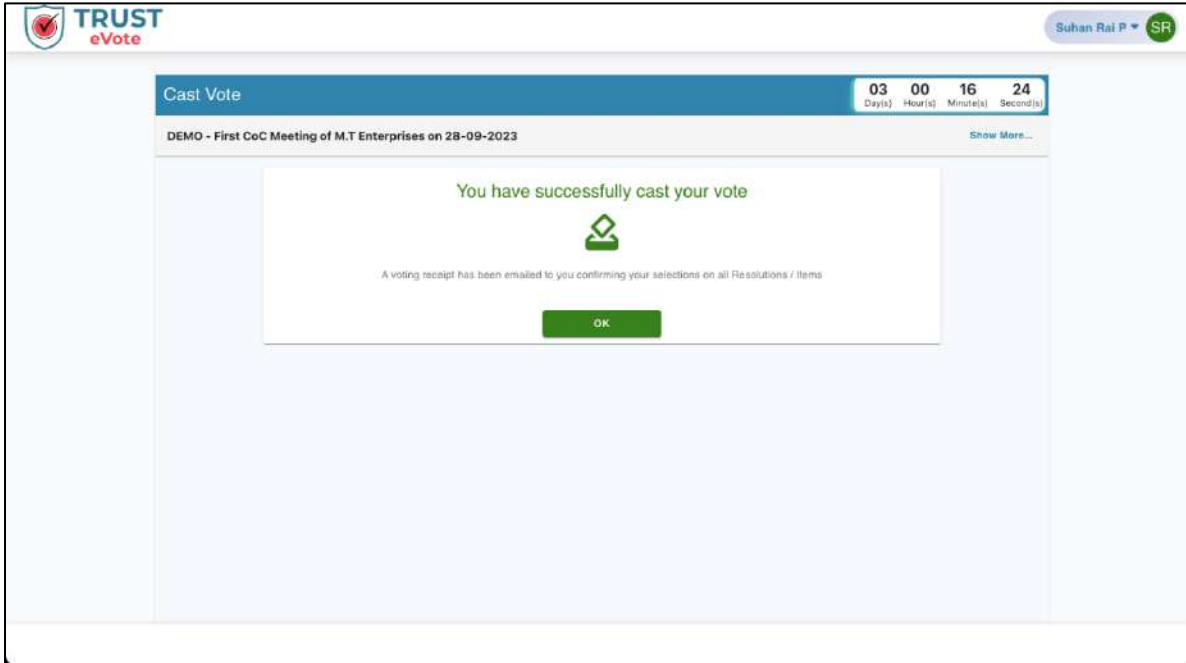
Enter the OTP sent to your Email address / SMS and then **Click** on **CONFIRM**



Note:

If the OTP you entered matches the one you received by Email and SMS, you will receive a confirmation message “You have successfully cast the vote”.

Click on the  button to exit



This completes the Voting process!

An email with attached “Voter Receipt” showing how you voted on each resolution / item will be sent to your email address.

Please contact us via email (trustevote@enkindletech.com) or call us on +91 8904179220 for further enquiries