# Logic & Accuracy Testing – Management Checklist

## Preparing for L&A

| Target Date | Item or Task | Notes | Complete (Initials) |
|---|---|---|---|
| | Supply Orders / Facilities Prep | | |
| | Staff Training | | |
| | Prepare the Election Management System | | |
| | Create the "Test Script" | | |
| | Inventory and Assign Voting Equipment | | |

## Ballot Marking

| Target Date | Item or Task | Notes | Complete (Initials) |
|---|---|---|---|
| | Prepare E-pollbooks and Activate Cards or Ballot Cards | | |
| | Prepare BMDs | | |
| | Mark Ballots on BMDs according to the Test Script | | |
| | Hand mark paper ballots according to the Test Script | | |
| | Use Auxiliary Devices (UOCAVA, ballot on demand, etc.) to mark a set of ballots | | |

## Scanning Ballots

| Target Date | Item or Task | Notes | Complete (Initials) |
|---|---|---|---|
| | Run test decks on central count scanners (mail)<br>● verify results | | |
| | Run test decks on precinct scanners<br>● verify results | | |
| | Zero all devices to prepare for voting. | | |
| | Run any "Seal Team" or pre-shipping procedures | | |