Overview

This article walks through the steps to use the new (released Oct. 2015) poll watching feature to flag voters, using your mobile device who are voting in your current election.

The feature is bundled in with the rest of the Mobile Base Camp web app tools and can be accessed with an mobile device that has internet connectivity, and a web browser.

Tip: To save time you can create a single database user account with very limited security access for just poll watching. Then distribute the login credentials between all of your poll watchers. This requires appropriate security clearance to setup new users (normally not a good practice with your database but in this case if you limit the access correctly it makes the process much more efficient).
Prerequisites

**IMPORTANT:** Prior to using this feature you need to:
- Contact our support team at (support@trailblz.com) or (1-866-909-8700) with the request to set you up with this feature from our end.
- Let us know which **election** in your database you need activated.
- If you only require certain **precincts** to be listed in the poll watching drop-down list, we’ll also need a list of those specific ones (this can be especially common with a very large database).

We will activate the feature on our end, and also make sure that your precinct data is up-to-date, and that the naming convention of your precincts is consistent.

**Tip:** It’s a good idea to request this sooner than later so that all of your volunteers have time to learn how to log in via their mobile device, and how the results can be utilized with queries, and pivot reports once polling commences.
Steps

Navigate to your Elections list, verify that the election you’re polling for is created (otherwise create a new one), and then contact us with the name of the election you need activated. *In my example I used my Primary 2016 election.*
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If you only want certain **precincts** within your database to display in the drop-down on Mobile Base Camp you’ll need to send us that list as well. *This can be altered election by election on our end.*

Your current list of precincts can be viewed by following **Application Menu > System Manager > Lists > Precincts:**
Precinct list, where you can select which ones you need enabled for poll watching, otherwise we'll enable all that are in the database.
If you don’t want to go through and select which precincts to include in the poll watching app we’ll enable all that are in the database.

Once these steps are finished, we’ll update you that it’s ready (this can take anywhere from a couple hours to a few days depending on the size of the database).

As soon as we give you the go-ahead you can have your poll watchers log into Mobile Base Camp at www.trailblz.info/YourDatabaseName/Mobi - in my example I logged in at http://www.trailblz.info/democampaign_joel/mobi.
(Your secure login is hosted at www.trailblz.info/YourDatabaseName/mobi)
This is what it looks like prior to poll watching being activated:
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This feature of Mobile Base Camp will display as [inactive] until you put in the request to our support department that we enable the election for 'Poll Watching'.

Email: support@trailblz.com
Phone: 1-866-909-8700
Once we complete the steps above it will look like this:
Once we set you up on our end the Poll Watching feature becomes activated.
Click on the [Poll Watching] button, and select the **precinct** from the drop-down where you will be stationed. *In my example I chose the first one in my list “Alliance 1-A”.*
Select the precinct from the drop-down where you'll be stationed.
Tap on the [Start Polling] button to proceed.
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1. Select Precinct: **ALLIANCE 1-A**
   - Precinct Name: **ALLIANCE 1-A**
   - Tracking 473 voters in precinct

2. Start Polling
   - Tap this button after selecting the precinct.

3. Precincts Total: 309
   - Total amount of precincts enabled for poll watching.

4. Number of voters to poll in this precinct.
You can search by **Last Name** as voters finish voting, then tap on their record to open it. *In my example I searched this precinct for “Anderson” and selected “John H Anderson”.*
Search by last name.

Clear search.

Tap on the voter's record after they vote so you can flag them as having voted.
Check the box for **Voted**, and then tap on [**Save and Close**] to finish. *If you make a mistake you can open the voter’s record back up and uncheck that box.*
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1. **Voted Status**
   - **Anderson, John**
   - Has not voted today. Check (Voted) below to change status to Voted YES.

2. **Save and Close**
Once the voter is marked as ‘voted’ the background of the row in their record will turn slightly yellow. *My example is below.*
Once the voter is flagged as voted the background turns slightly yellow.
Repeat these steps until the polling places close. The next steps show how to utilize the data that’s being collected. *These final steps assume you have access to your database and not just web passed polling access.*

**Tip:** To use the Mobile Base Camp web app more effectively take a look at [this article](#). It will show you how to configure your device with shortcuts to quick-launch the ‘app’, and how to keep the device screen on longer so you don’t need to log in over-and-over.

In your database navigate to the **Voters** list > **Attribute** tab.
There will be a new attribute folder called “Poll Watch – Name of Election” with a new attribute item called “Voted”. In my example the attribute item is called “Poll Watch – Primary 2016”.
This attribute folder and item get created automatically once the polling feature is activated for an election.

To see everyone who’s voted in the current election check the attribute box in the ‘Yes’ column, and then click [Search]. In my example it returned 10 voter records who had so far voted in my mock election.
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Results

1. Search for the desired information.
2. Include and Exclude filters.
This basically sums up the steps to setup poll watching, using the mobile app, and run queries by the results as they’re collected. Continue reading to learn how to build a **pivot** report off the data you collect - for instance you can get quick totals of voters by precinct, and getting even more advanced by adding in their party types.

**Steps to Build a Pivot Summary Report that Details Voter Counts by Precinct**

In the **Voters** list search for everyone who has voted in your current election, you’ll do this by using the new attribute detailed in the steps above. *In my example it returned 3,157 voters for my mock election.*
Search and load all voters who have voted in your current election.

Click on the **Format** drop-down and select **Columns**.
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![Image of a software interface with a box highlighted on the 'Columns...' option in the 'System Format' menu.]

Add or remove columns, apply formatting, or specify column attributes.
Under the **Voter** ‘table’ select **Party** from the list of columns.
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![Image of column selection window]

1. Open the Column Selection window.
2. Select the "Voter" table.
3. Drag the "Party" column from the Joined Tables section to the Columns [Voter] section.
4. Click on the "Attributes" tab to access additional attributes.
5. Customize the attributes as needed for your poll watching requirements.
6. Save changes and proceed with using the app.
In the lower-left under the **Joined Tables** highlight the **Precinct** table, and then select **Precinct Name** from the list of columns on the right.
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[Image of a software interface showing column selection with a highlighted box on PrecinctName]
Click [OK] once the columns for Precinct Name and Party have been selected.
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The new columns will display on the far right of the grid.
To get total voters by precinct with a breakdown of party, start by clicking the [Pivot] button.

Under the **Row Labels** tab select **Precinct Name**.
Under the **Column Labels** tab click **Party**.
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[Image of a software interface showing how to select column labels for a pivot table.]
Under the **Data** tab click **Show count of occurrences** and then click **[OK]**.
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Your final pivot report will now display counts of voters, by party type, for each of the precincts you’re polling. *My example is below.*
# How to Setup and Use the Mobile Poll Watching App

## Voter Count by Precinct Name by Party

<table>
<thead>
<tr>
<th>Precinct Name</th>
<th>COUNT (*)</th>
<th>COUNT DEM</th>
<th>COUNT IND</th>
<th>COUNT OTH</th>
<th>COUNT REP</th>
</tr>
</thead>
<tbody>
<tr>
<td>0010 - 1-B BAUDETTE CITY</td>
<td>1,351</td>
<td>3</td>
<td>596</td>
<td>3</td>
<td>305</td>
</tr>
<tr>
<td>0015 - 2-A GUARDIAN UNORG</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>0020 - 2-B BAUDETTE CITY</td>
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<td>0</td>
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<td>0</td>
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<tr>
<td>0040 - A WHEELER UNORG</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>0045 - 5-A ZIEFFER UNION</td>
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<td>0</td>
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</tr>
<tr>
<td>0050 - 5-A UNORG</td>
<td>2</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>0055 - 3-B WILLIAMS CITY</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>0055 - 2-C UNORG</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>ACOMA TOWNSHIP</td>
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<td>1</td>
<td>0</td>
<td>0</td>
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<tr>
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<td>0</td>
<td>1</td>
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<tr>
<td>ADAMS</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
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<tr>
<td>ADRIAN</td>
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<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>AHEELY</td>
<td>2</td>
<td>0</td>
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<td>1</td>
<td>0</td>
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<tr>
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<tr>
<td>ALEXANDRIA W-5 P-1</td>
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<td>1</td>
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<tr>
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<tr>
<td>AUGSBURG TWP.</td>
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<td>1</td>
<td>0</td>
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<tr>
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<td>0</td>
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<tr>
<td>AUSTIN W-1 P-1</td>
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<tr>
<td>AUSTIN W-1 P-2</td>
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<tr>
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<tr>
<td>AUSTIN W-2 P-2</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>AUSTIN W-3 P-1</td>
<td>4</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>AUSTIN W-3 P-2</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
</tbody>
</table>

[www.trailblz.com/kb](http://www.trailblz.com/kb)
From here you can print the report, export, or graph it. This concludes all the steps, the related resources below link to a variety of other articles and videos that have to do with the Mobile Base Camp app.
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Related Resources

Article: Tips and Tricks for using Mobile Base Camp – Add Shortcuts to your Home Screen, Adjust Device Settings to Keep the Screen on, and More
Article: Mobile Base Camp – Mobile Canvassing
Article: Mobile Base Camp – Contact Search
Article: Add an Election to Your Trail Blazer Database
Article: Election Day Procedures | Poll Watchers
Video: Mobile Canvassing
Video: Canvass Your Neighborhood With Our Mobile Canvassing App

Trail Blazer Live Support

Phone: 1-866-909-8700
Email: support@trailblz.com
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Facebook: https://www.facebook.com/pages/Trail-Blazer-Software/64872951180
Twitter: https://twitter.com/trailblazersoft

* As a policy we require that you have taken our intro training class before calling or emailing our live support team.

Click here to view our calendar for upcoming classes and events. Feel free to sign up other members on your team for the same training.

* After registering you’ll receive a confirmation email with the instructions for how to log into the GoToMeeting session where we host our live interactive trainings.

* This service is included in your contract.