
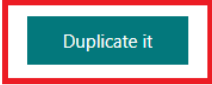


Copying the Voting Survey Template

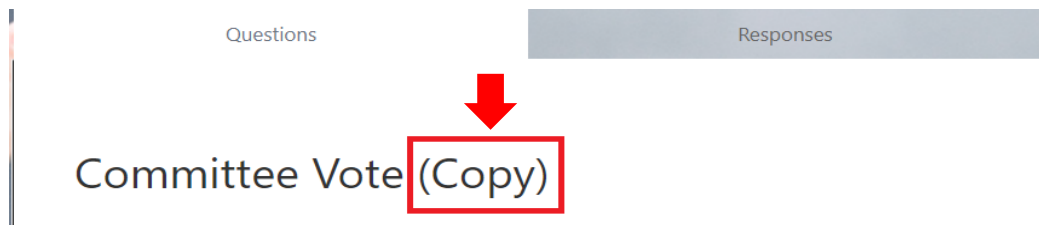
1. Click on [this link](#) to be taken to the voting template.
2. Click the “Duplicate” button at the top of the web page.

 Duplicate this form and start to use it as your own.

 Duplicate it

3. Replace “(Copy)” that is added to the form title with the candidate’s name.

a.



Questions Responses

Committee Vote (Copy)

b.



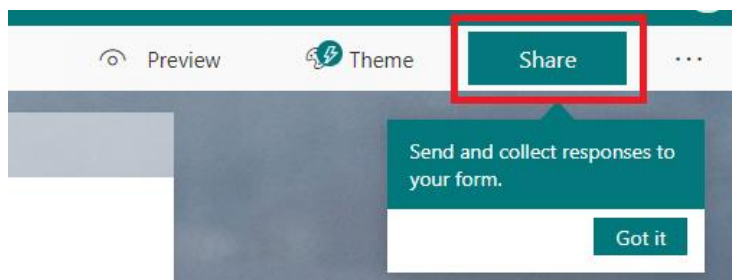
Questions Responses

Committee Vote - Matt Williams

4. If you need to add any additional questions then click “+ Add new”. Otherwise, skip to step 5.

 + Add new

5. Click the “Share” button on the top right of the form.

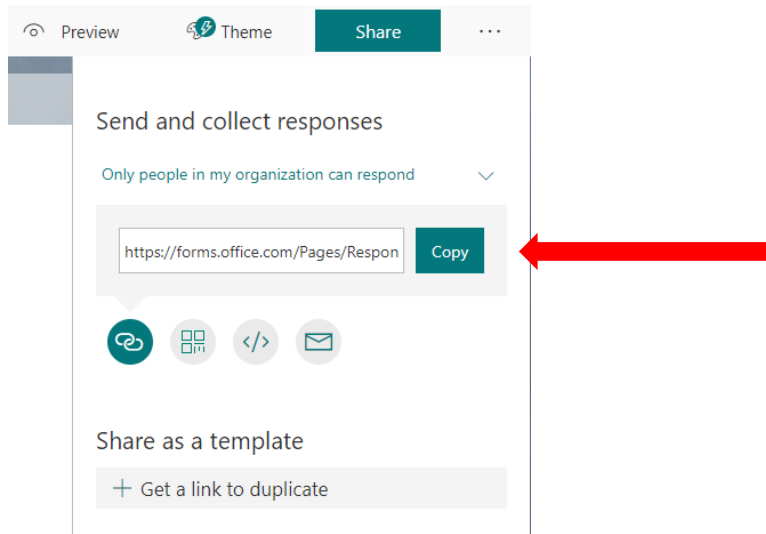


Preview Theme Share ...

Send and collect responses to your form.

Got it

6. Click the “Copy” button.

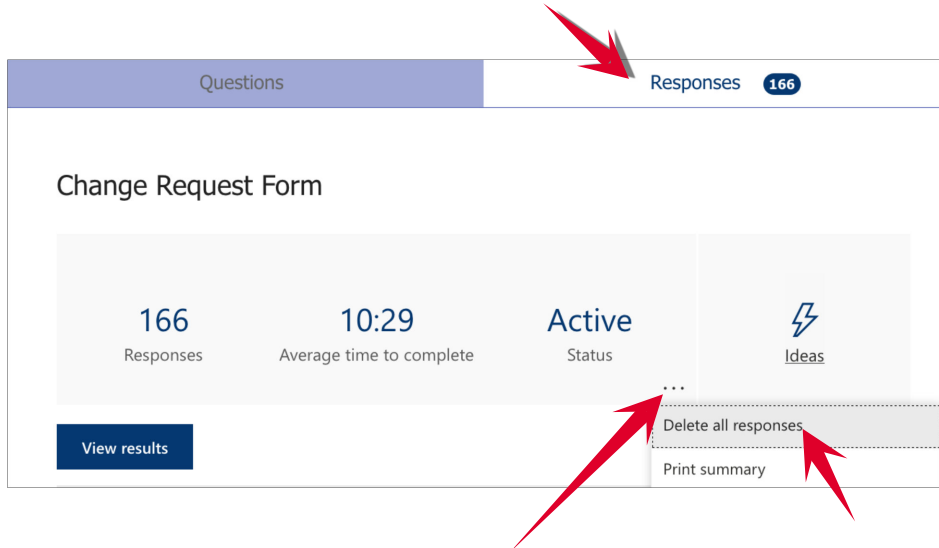


7. You can now paste this link in the chat of your meeting.

Additional Voting Information

How to reset a form for ballot re-vote

1. Locate the form
2. Go to the "Responses" tab



3. Select "More options" ... and "Delete all responses"