

Site Manager Training September 14, 2021 California gubernatorial Recall Election		
Day 1	Day 2	Day 3
Introduction 8:00 AM - 9:00 AM (60 min)	SM Roles and Responsibilities 8:00 AM - 9:00 AM (60 min)	Training Best Practices AV Discussion Dress Rehearsal Info Workshop Info 8:00 AM - 9:00 AM (60 min)
Supplies Breakout 9:00 AM - 10:00 AM (60 min)	Closing Procedures + Breakout 9:00 AM - 10:15 AM (75 min)	Script Table Reading 9:00 AM - 10:00 AM (60 min)
Stations and Responsibilities 10:00 AM - 10:45 AM (45 min)		BREAK 1 10:00 AM - 10:15 AM (15 min)
	BREAK 1 10:15 AM - 10:30 AM (15 min)	Script Table Reading continued Independent/Pair Scripting Reading 10:15 AM - 12:00 PM (1hr 45 min)
BREAK 1 10:45 AM - 11:00 AM (15 min)		
Assisting Voters 11:00 AM - 12:00 PM (60 min)	Polling Place/Mock Election Setup 11:00 AM - 11:30 AM (30 min)	
	Mock Election 11:30 AM - 12:00 PM (30 min)	
LUNCH 12:00 PM - 12:45 PM (45 min)	LUNCH 12:00 PM - 12:45 PM (45 min)	LUNCH 12:00 PM - 12:45 PM (45 min)
Special Circumstances- Voting Accessibility, Observers, Electioneering 12:45 PM - 1:45 PM (60 min)	Mock Election continued 12:45 PM - 1:30 PM (45 min)	Comprehensive Review - Election Jeopardy 12:45 PM - 1:45 PM (60 min)
ePollbook Training 1:45 PM - 2:15 PM (30 min)	Mock Closing 1:30 PM - 2:15 PM (45 min)	
BREAK 2 2:15 PM - 2:30 PM (15 min)	BREAK 2 2:15 PM - 2:30 PM (15 min)	Training Practice Scripting Reading 1:45 PM - 3:15 PM (90 min)
ePollbook Training 2:30 PM - 3:00 PM (30 min)	Mock Election Debrief Best Practices 2:30 PM - 3:00 PM (30 min)	
Laptop Training Street Index Precincting App 3:00 PM - 3:30 PM (30 min)	Room Reset Classroom 3:00 PM - 3:30 PM (30 min)	
BMD Training ADA Cart 3:30 PM - 4:30 PM (60 min)	ePollbook Independent Practice 3:30 PM - 4:15 PM (45 min)	BREAK 2 3:15 PM - 3:30 PM (15 min)
		Yellow Packet Content Review (SM receives Yellow Packet after Dress Rehearsals) 3:30 PM - 4:00 PM (30 min)
End of Day Debrief Reset Room 4:30 PM - 4:45 PM (15 min)	Handout Scripts & Training Materials 4:15 PM - 4:45 PM (30 min)	Q&A End SM Training 4:00 PM - 4:45 PM (45 min)