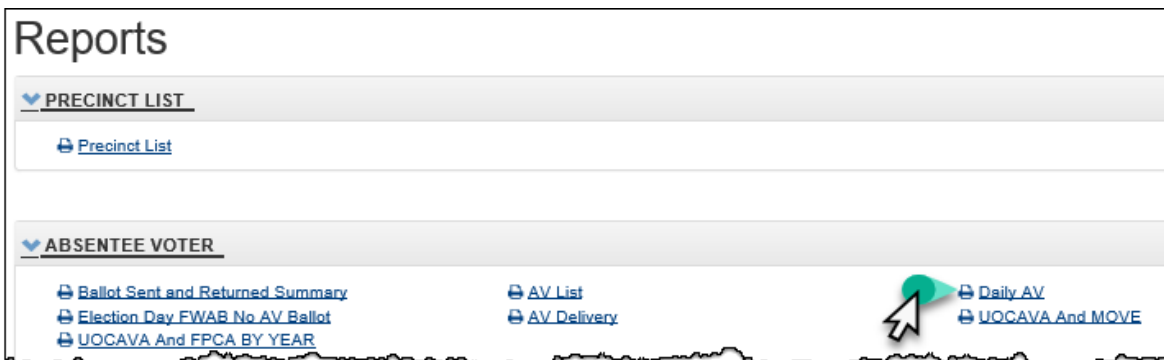


Daily AV Report

The Daily AV is a customizable report used to show which AV transactions occurred within a specified date range. This report can be particularly helpful when fulfilling requests for public information (FOIA) or auditing the day's work.



The name and mailing address for every voter whose AV transaction occurred within the specified date range will appear on the report. Yes (Y) and No (N) indicate if an application or ballot has been sent or returned.



Daily AV Report Options

Region Type & Region:

defaults to your county, city or township. These selections can be changed if necessary.

Election Date:

populates based upon your Profile Preferences, but this can be changed if necessary.

Precinct Type:

defaults to reflect combined precinct values; however, if precincts are not combined, the values equal precinct values. Other options include counting board and ballot style, among others.

DAILY AV

<p>*REGION TYPE JURISDICTION</p> <p>*ELECTION DATE 08/07/2018 - STATE PRIMARY</p> <p>*PRECINCTS <input checked="" type="checkbox"/> 00001 <input type="checkbox"/> 00002 <input type="checkbox"/> JURIS Selected Count = 1</p> <p>*REPORT STYLE AV DAILY</p>	<p>*REGION BOHEMIA TOWNSHIP (09480)</p> <p>*PRECINCT TYPE COMBINED</p> <p>*APPLICATIONS/BALLOTS <input checked="" type="checkbox"/> SEND APP <input checked="" type="checkbox"/> RECEIVE APP <input checked="" type="checkbox"/> SEND BALLOT <input checked="" type="checkbox"/> RECEIVE BALLOT</p> <p>*START DATE 08/28/2018</p> <p>*END DATE 08/28/2018</p> <p>*REPORT FORMAT PDF</p>
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Precincts: all available precinct values (based upon the Precinct Type selected). Select one precinct at a time to get an alphabetical list of results by precinct. Selecting all precincts at once provides a jurisdiction-wide list in alphabetical order.

Applications/Ballots: the types of absent voter transactions to include in the report.

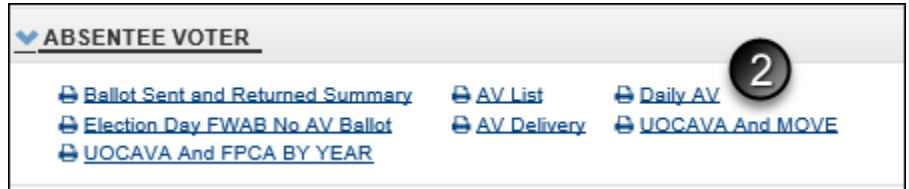
Start Date & End Date: Establishes the date range for the report.

Report Format: Choose a PDF format for a listing to print or a .CSV format to view the data in a spreadsheet.

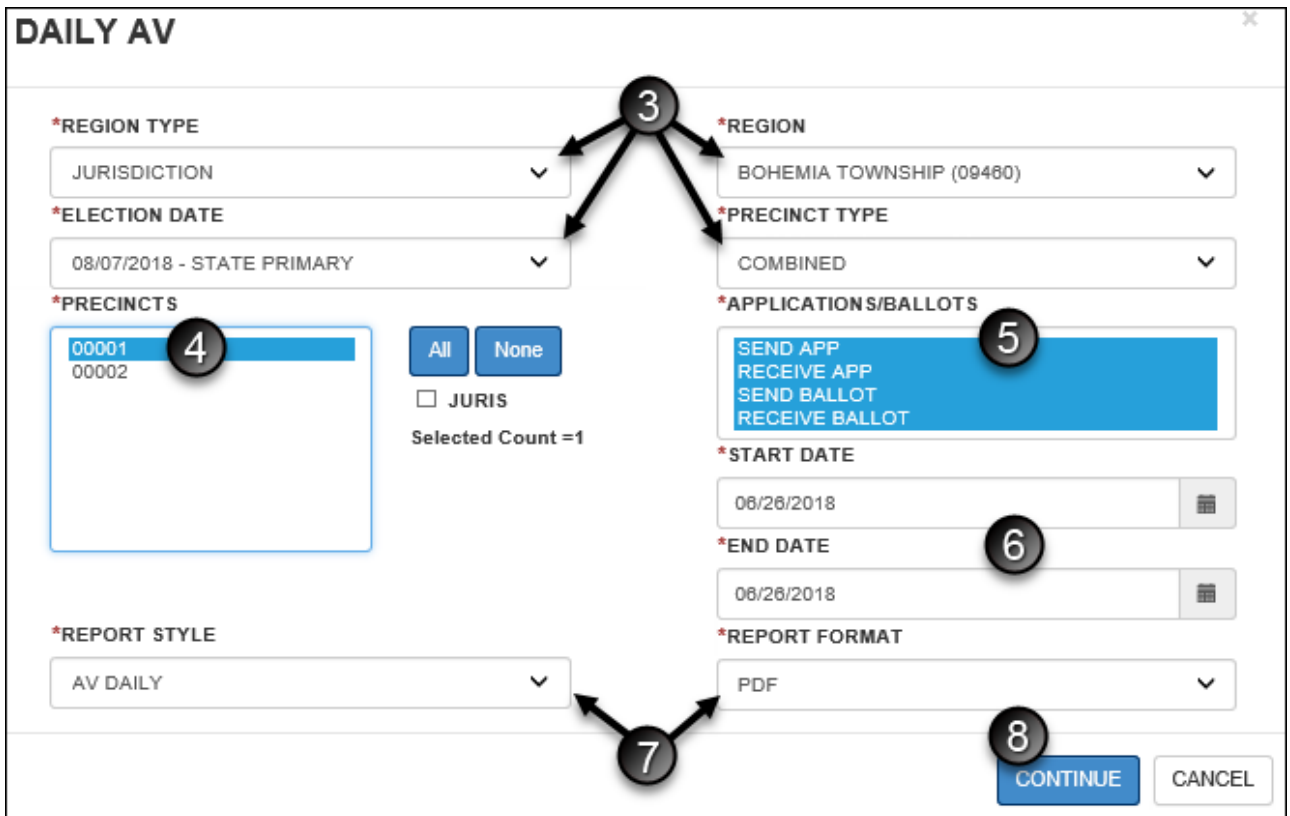
Report Style: Choose either the AV Daily for a list or one of the label formats.

Create a Daily AV Report

1. Click the Reports menu and then select Reports
2. From the Absentee Voter report group, click Daily AV



3. Verify that the Region Type, Region, Election Date and Precinct Type selections are correct for your purposes. These are typically already set based on your Profile's Default Preferences. If you do not have these default preferences set or need to make alternate selections, select the appropriate options before proceeding to the next steps.
4. Select one or more precinct values
5. Select the type of transactions to include in the report
6. Select a date range
7. (optional) Make changes to your Report Style or Report Format options if necessary to get labels or a CSV file instead of the default PDF listing
8. Click Continue



A screenshot of the 'DAILY AV' report configuration form. The form is titled 'DAILY AV' and contains several sections with numbered callouts: 3. *REGION TYPE (JURISDICTION), *REGION (BOHEMIA TOWNSHIP (09460)), *ELECTION DATE (08/07/2018 - STATE PRIMARY), *PRECINCT TYPE (COMBINED); 4. *PRECINCTS (00001, 00002); 5. *APPLICATIONS/BALLOTS (SEND APP, RECEIVE APP, SEND BALLOT, RECEIVE BALLOT); 6. *START DATE (08/26/2018), *END DATE (08/26/2018); 7. *REPORT STYLE (AV DAILY), *REPORT FORMAT (PDF); 8. CONTINUE button. The form also includes 'All' and 'None' buttons, a 'JURIS' checkbox, and a 'Selected Count =1' indicator.