



Tshwane University
of Technology

Voting Guide

2022 TUT SRC Elections



KDBS Consulting

Online Voting

Elections and Portfolios being contested

Campus	Elections	Portfolios	Electoral System
All Campuses	Institutional SRC Executive	7	PR
Emalahleni	CSRC	9	PR
Garankuwa	CSRC	9	PR
	Economics & Finance Faculty	2	FPTP
Polokwane	CSRC	9	PR
Soshanguve	CSRC	9	PR
	ICT Faculty	3	FPTP
	Humanities Faculty	3	FPTP
Tshwane	CSRC	9	PR
	Arts Faculty	3	FPTP
	Science Faculty	3	FPTP
	Engineering Faculty	3	FPTP
	Management Sciences Faculty	3	FPTP
Mbombela	CSRC	9	PR
All	Campus	5	
All	Institutional Parliament	1	



Online Voting

Rules

How many candidates and organizations are contesting the election and what does each promise?

Organizations in all campuses are contesting the ISRC and CSRC election

The manifesto of each SFC candidate and organization is obtainable from the online ballot and from the elections website

Where can I find the photos of the candidates? Will they be on the ballot paper?

The ISRC and CSRC elections are contesting by organizations and not individuals

Candidate photos for faculty SRC elections will be on the ballot paper

How many votes am I allowed to cast?

The instructions for each ballot will appear on the ballot.

Students may choose to abstain completely from voting in which case they will forfeit all three votes.



Online Voting

Requirements

You will need the following to cast your ballot

1. A reliable electronic device that is connected to the internet. This could be a smart phone, a laptop, desktop or tablet
2. Voting credentials



Online Voting

Voting onsite at a kiosk

1. A few physical sites located on campus will be available for you to go to for voting if this is your preferred way of voting
2. Each physical site will have an electronic device that is connected to the internet
3. The same election system as that used by students voting on their phones and laptops will be accessible on the device at the voting site
4. An election official will be available at each site to assist you



Online Voting

5 Steps to casting your vote online

1. Get your voting credentials via email, SMS or from the dedicated elections website
2. Access the voting link
3. Provide your credentials
4. Make your choices
5. Review and edit choices
6. Submit
7. Get a Verification Receipt



Step 1

Get Your Voting Credentials

What credentials are required?

1. Access Key (15-digit unique alpha-numeric PIN). It can be used only once.
2. Student Number

Where do I get the Credentials from?

1. Email: from the independent election administrator
2. SMS: from the independent election administrator
3. Election Website: "Access Key Request" button on the home page

Are the Access Keys on email, SMS and the website different?

Only one unique access key is assigned to each student

Accessing the key via email, SMS and/or website will provide you with the same key



Step 2

Access the Voting Link

What is a Voting Link?

The voting link provides you with access to the voting platform. It is a shortcut to the voting system

How do I get the link?

1. Email
2. SMS
3. Election Website

What if the link does not work?

1. Check your internet connection
2. Avoid copying and pasting the link. The most reliable way is to click on the link to access the voting system



Step 3

Provide your credentials

The voting platform will request you to provide your access key and student number when using a computer (laptop or desktop), tablet or smartphone to vote

Access Key

1. Make sure that there are no spaces before, in-between and after the access key when copying and pasting it
2. If transcribing the access key, make sure that it is done accurately and that you do not miss a digit/character



Step 4

Make your choices

1. The ballot lists all organizations pr candidates alphabetically by name (organizations) or surname (SFC)
2. You will be able to scroll down to see all the candidates
3. This election allows you to vote for one candidate per portfolio
4. You may choose to abstain from casting your ballot. To do so you will select the "Abstain" option
5. Choices are made by clicking in the box next to the candidate's photo and name on the right



Step 5

Review and edit your choices

1. Once your choices are made, you will have the option to see the choices and to review and edit them
2. You will be able to make completely new choices
3. Once the review and editing is done you will then confirm the choices and submit your ballot



Step 6

Submitting your ballot

1. To submit your ballot you need to press the submit button by clicking on it.
2. Once the ballot is submitted, you will not be able to vote again



Step 7

Verification Receipt

1. A verification receipt will be displayed on screen as proof of voting
2. The receipt contains a unique verification code that uniquely links your ballot to your profile on the system
3. The verification receipt is used for audit purposes

