GUIDE TO THE HELIOS VOTING SYSTEM FOR THE ELECTION OF THE ACADEMIC SENATE

SUMMARY

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Overview

The system allows you to vote in multiple elections. The elections in which you are entitled to vote are displayed on the home screen after you login.

It is possible to change your vote until the election closes. This mechanism has been designed to ensure voting freedom and to avoid pressures on voters: each new vote will overwrite the previous one and therefore only the last submitted vote will be recorded.

You can vote from any recent device connected to the Internet within the time frame given in the electoral regulation. The system can be used with most recent modern browsers:

- Firefox
- Chrome
- Internet Explorer
- Edge
- Opera
- Safari

You can cast your vote from a PC or a smartphone, both within the University network and from outside, from your home or a mobile network.
Access to the voting system

Go to https://elezioni.unitn.it/
If you have any issues with the login/credentials, please contact the Help Desk at account.help@unitn.it. For questions concerning voters and voting rights, please contact the Collegial Bodies Office at uff.organiccollegiali@unitn.it.
Here you can also find the link to the page of the University website with information on the voting process and data processing. To log in, click "Autenticazione" (Log in).
You are now asked to enter your username and password.

Use your UniTrento username and password, i.e. the same you use to access the reserved area of MyUnitn. The username can be entered either with @unitn.it or without @unitn.it (e.g. paolo.rossi@unitn.it or paolo.rossi).
When you are successfully logged in, you will see the election in which you are entitled to vote. Select it by clicking on it.
On this page you can find some information about the election.

Each voter is given an alias (e.g. V123): you may want to write it down and keep it because you may need it to check that your vote has been submitted (see below, the "voters & votes" button).

To vote click the "Vota qui" (Vote here) button.
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Vote

Elezione del Rettore 2021-2027

La procedura di voto si svolgerà attraverso le seguenti fasi:

1. **Compilazione** della scheda.
   È possibile navigare avanti e indietro fra le pagine durante la procedura di espressione delle preferenze.

2. **Revisione e Conferma** della scheda.
   La scheda viene cifrata nel tuo browser per assicurare la segretezza del voto. Ti verrà inoltre fornito un codice di tracking per poter verificare che il tuo voto sia stato conteggiato.

3. **Inserimento** della scheda nell'urna.
   Dopo aver effettuato l'autenticazione, la tua scheda cifrata sarà depositata e presa in carico dal sistema per il conteggio.

Click "**Inizia**" (start) to vote.
Select the candidate you want to vote for by checking the box next to his name.

Once you have made your choice, a check mark (flag) will appear next to the name you have chosen. If you change your mind before submitting your vote, remove the check mark in the box next to the name and make another choice. Then click “Conferma” (Confirm).
Make sure that the vote is correct (you can still change it by clicking the “modifica” button (edit), then click “Conferma e cifra per depositare la scheda nell’urna” (Confirm and encrypt to submit your vote).
Your vote is now encrypted. This process might take a few seconds up to a minute, it depends on the speed of your device. Please wait without closing the browser or switching to other pages until you see the page below: only now are you able to submit your vote.
Your vote has been encrypted and is ready to be submitted, click the "Invia la scheda" button (Send my ballot).

In this the page, you will see an alphanumeric id that corresponds to your vote in an encrypted way. You can make a note of it: together with your alias (see above), you can use it to make sure that your vote is not changed during the election; this ensures that no one else has used your credentials to vote.
To complete the procedure, click the "DEPOSITA il voto nell'urna" button (Cast my ballot).
Conclusion

The voting process is now complete and you will be logged out (you will have to log in again for further operations).

By clicking on the “Cliccando qui” link (Click here) you will have access to a page with all the aliases and alphanumeric ids that have been registered. You can save this url among your favourites or make a note of it, to check that your vote has been registered and has not been modified.

To check your vote, use the alias you were given at the beginning of the voting process: type your alias in the search box and check that the alphanumeric id you received corresponds to the one registered by the system.

You can reach this page via the "elettori e voti" button (voters & votes) at the beginning of the voting process.

Please remember that you can exit the voting process at any time by clicking on “Esci/Logout” (Log out) in the top right corner of the page during each voting phase. If you do so, the system will not save any information.