

Manual for voting in the AS CU by-election 2023

1. Open the **voting application** at <https://volby.is.cuni.cz>.
2. **Log in with your SIS number and password.**
3. Click on "**Hlasování**" (**Vote**).
4. You will see a list of open polls.
Only academic staff members can vote this time as this is a by-election for the AS CU Academic Staff Curia for FH CU.
5. In the list you will find all ongoing elections in which you are eligible to vote. You can tell if you have already voted in these elections by the ticked square on the right hand side.
6. Now click on the election in which you will be voting (i.e. the AS CU by-election). You will see a list of candidates.
7. Tick the candidate(s) you wish to vote for. **A maximum of 2 candidates can be ticked.**
8. Now press the "**Hlasovat**" (**Vote**) button (green button) at the bottom of the screen.
If you wish to abstain from voting, press the "**Zdržím se**" (**I abstain**) button (grey button).
9. Your choice must then be confirmed. Press the "**Potvrdit**" (**Confirm**) button in the pop-up window.
By confirming, your vote becomes valid and your voting is closed.
It is not possible to repeat your vote.
10. **Once the election is over**, you can view the results again at <https://volby.is.cuni.cz> under the "**Dokončené**" (Completed) tab - please note that these are provisional results and must be confirmed by the Electoral Commission.

Please report any technical problems to oit@fhs.cuni.cz.