

Information on digital voting

for the 2024 election of group representatives at Saarland University

This year, in addition to a postal voting option (paper format), the election of group representatives at Saarland University will be conducted online. **You can vote online using any internet-enabled device (desktop PC, laptop, smartphone, etc.) or you can also cast your electronic vote in person using a digital device provided at one of the polling stations in Saarbrücken or Homburg.** Saarland University is using the electronic voting system provided by the external service provider 'Electric Paper Informationssysteme GmbH'.

Today you were sent an email from the Electoral Office with a link to Saarland University's online voting platform and the relevant login data. The link will be active from 10 a.m. on Tuesday 18 June 2024 until 4 p.m. on Thursday 20 June 2024. Clicking the link will open a secure online voting platform where you can cast your vote digitally and in complete confidence. You will also be able to access the online voting platform via a button on the university's dedicated election website (<https://www.uni-saarland.de/en/administration/elections/boards.html>).

You will be able to vote as soon as the online platform is activated at 10 a.m. on Tuesday 18 June 2024.

Switch to another language

Click on the symbol at the top right of the screen to choose your preferred language (German, English or French). Please note that the English and French texts are machine-generated translations provided by the software manufacturer.

Logging in to the online voting platform (voter authentication)

There are two ways to log in:

1. Logging in using your UdS ID code ('UdS-Kennung')

If you have a UdS ID code:

Click on the button 'Log-in Saarland University' and then log in using your UdS ID code and password. If you are already connected to the university IT network, the system may detect your UdS ID code automatically.

2. Logging in using a voter ID/password

If you work at the Saarland University Medical Center (UKS) or if you have not been issued with a Uds ID code:

Click on the button 'Log in via Wähler-ID/Passwort'. You can then enter the voter ID/password that you received by email from the Electoral Office.

If you have not received your voter ID/password details, please contact the Electoral Office or come to one of the information stands on campus (see below). We will then get your login details sent to you as soon as possible. The voter ID/password login procedure is generally only intended for voters who do not have a Uds ID code and voter ID/password details are therefore only sent automatically to employees at the Saarland University Medical Center (UKS).

However, if you do not work at the UKS and you do not have a Uds ID code (or you have forgotten what your Uds ID code is), you can also register to vote via the voter ID/password procedure.

Casting your vote on the online voting platform

- Once you have logged in, you will see the homepage of the online voting platform.
- You will see the electronic ballot paper(s) for the voter group to which you have been assigned according to the electoral register.
- The ballot papers are displayed sequentially. Please select your preferred candidate(s) and then cast your vote electronically.
- You can stop the process whenever you wish and continue voting at some later time. After 15 minutes of inactivity, you will be automatically logged out and you will need to log in again if you wish to continue voting.
- If you interrupt the procedure after you have already submitted some votes, those votes will not be discarded and will be taken into account when the votes are tallied.
- Once you have completed all of the polls (ballot papers), you will see a message confirming that you have completed the voting process.

Information stands during the election period

There will be three information stands during election week. Please go to the information stands if you are experiencing any problems with the voting procedure or if you wish to cast your vote on a digital device (tablet) provided by Saarland University. Electoral officers and polling clerks will be on hand to answer any questions you may have. The information stands will be set up at the following locations:

- **Homburg Campus (foyer of lecture theatre complex, building 35):** Tuesday 18 June – 10 a.m. to 4 p.m.
- **Saarbrücken Campus ('Aula' assembly hall, building A3 3):** Wednesday 19 June and Thursday 20 June – 10 a.m. to 4 p.m.
- **Meerwiesertalweg (Block 8, Level 0, Room 0.12):** Wednesday 19 June and Thursday 20 June – 10 a.m. to 4 p.m.

For further information on the 2024 election of group representatives at Saarland University, please refer to the document 'Announcement regarding the 2024 election of group representatives' that was published on 2 April 2024 <https://www.uni-saarland.de/en/administration/elections/boards.html> on the website.

If you have any questions, please contact the Electoral Office by calling +49 681 302-2599 or by emailing us at wahlbuero@univw.uni-saarland.de.