TSSA DEMOCRACY

How to use the TSSA Democracy voting app for the TSSA conference

GETTING STARTED

You will be sent a 'magic' link from TSSA. This link logs you in automatically to the voting tool. You will see a holding screen (like the image shown) until the conference has commenced. You do not need to refresh the screen.
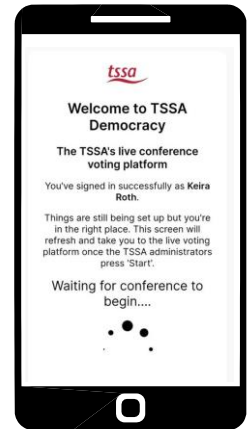
Use the same link for each day of the conference, there is no need to remember a password. PLEASE NOTE: this link is your personal voting link only, do not share it with other members.

You can log in to the TSSA Democracy app on a phone, tablet or computer. For those attending in person with a smartphone, you might like to log in on your phone for convenience, however it works in exactly the same way on your laptop, computer or tablet.

top tip! Bookmarking the page will help you get back to the conference if you accidentally close the browser window.

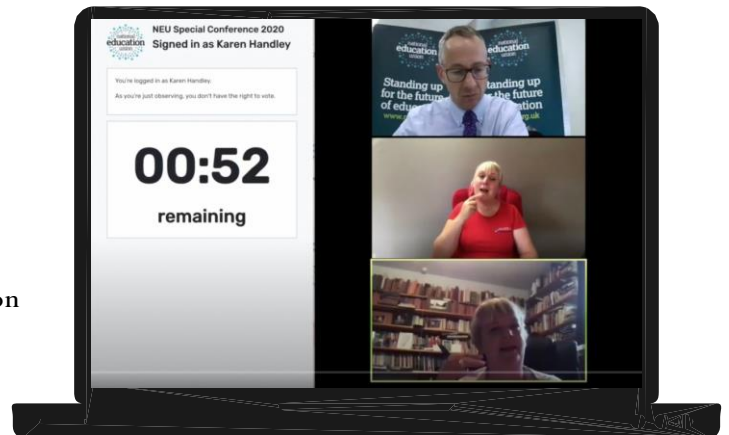## ACCESSING BOTH ZOOM AND TSSA DEMOCRACY

For those attending the conference remotely, we suggest minimising the Zoom window and placing it adjacent to your TSSA Democracy app on a separate browser window, like in the adjacent screenshot. This way, you can see both the speakers and the voting app at the same time.

Alternatively, the below guides on YouTube show you how to create a 'split screen' on your computer.

NOTE this is only for those using both Zoom and voting app on the same device (e.g. laptop or tablet).

Windows 10: https://youtu.be/_LWFmLe3JS4
Mac: https://www.youtube.com/watch?v=MHPpQkNqHog

top tip! For those attending in person, ensure all devices you will be using are fully charged at the start of each day. Locking your smartphone's screen between votes saves battery life.

SPEAKERS AND VOTING

When a vote is called you will be able to vote for, against or abstain. Votes are time-limited and the time left to vote will be visible on the app. Results will follow shortly after the vote has closed. When there is not a vote in process you will see the name of the current speaker displayed on the app. Only those eligible to vote will be able to participate in a vote. Observers can see the results of the vote but not take part.

NOTE: If you believe you should have voting rights but are unable to vote, please contact your TSSA conference technical administrator.

TECHNICAL REQUIREMENTS

Whilst there are no specific technological requirements for using TSSA Democracy, it is recommended that you use a modern browser (2017 onwards), including Firefox, Edge, Chrome, Safari. For those using mobile phones, any modern smartphone (post 2016) will suffice.

democracy