



Guide to iVoting

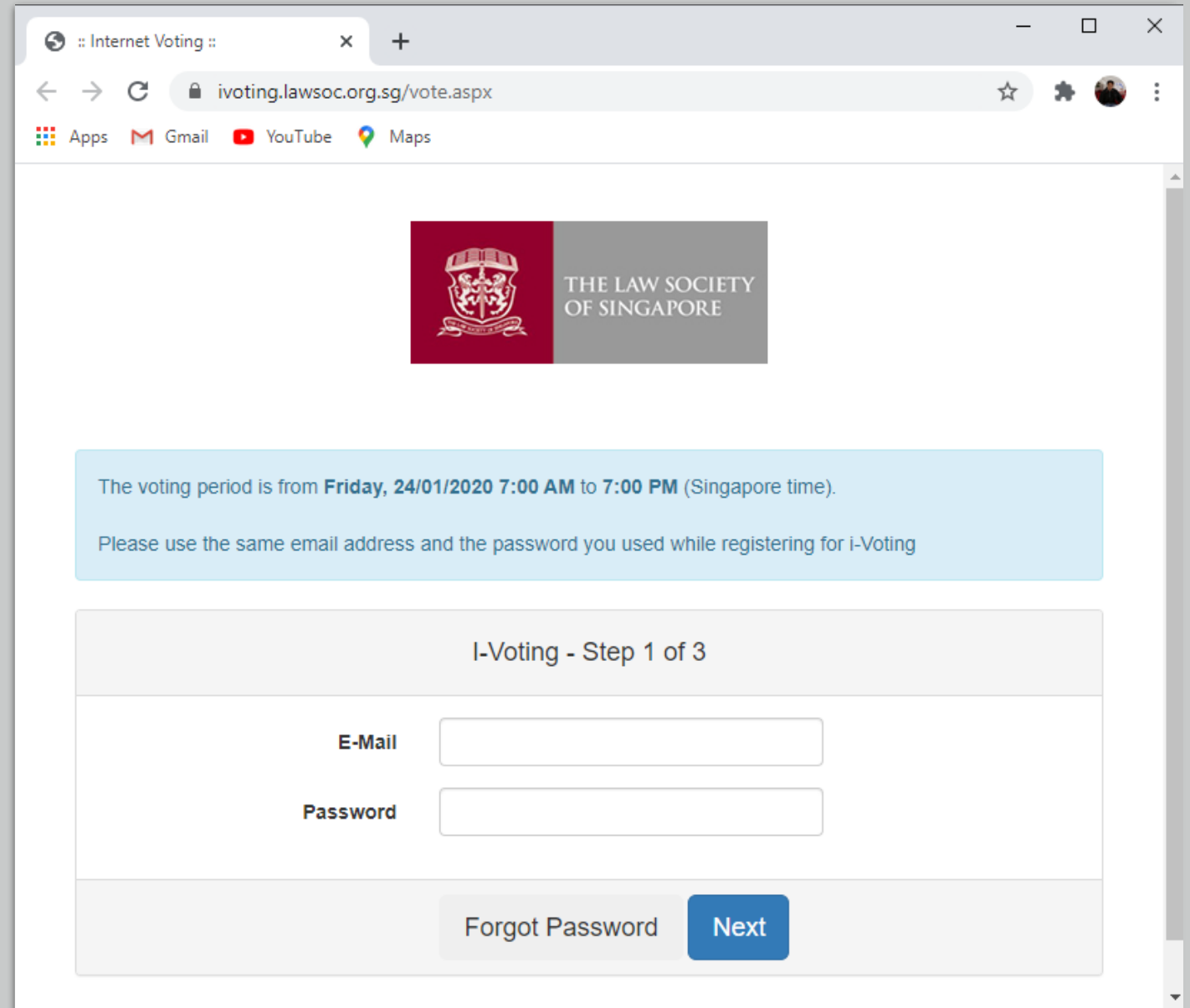
Law Society Annual Council Election
October 2020

Casting Vote

Part II – iVoting Election Day

Step 1 Of 3

- Click on the link provided in your confirmation email.
<https://ivoting.lawsoc.org.sg/vote.aspx>
- Key in your email address (the same one you registered with, where you received your confirmation email)
- Key in your Password (the one you set during registration)
- Click on NEXT to proceed to your Voting Page
- Click on “Forgot Password” ONLY if you have forgotten your last password and follow the process to reset your password. (Refer to Additional Information Section)




The screenshot shows a web browser window with the address bar displaying `ivoting.lawsoc.org.sg/vote.aspx`. The page header features the Law Society of Singapore logo and name. A light blue information box states: "The voting period is from **Friday, 24/01/2020 7:00 AM to 7:00 PM** (Singapore time). Please use the same email address and the password you used while registering for i-Voting". The main form area is titled "I-Voting - Step 1 of 3" and contains two input fields labeled "E-Mail" and "Password". At the bottom of the form, there is a "Forgot Password" link and a blue "Next" button.

Internet Voting ::

ivoting.lawsoc.org.sg/vote.aspx

Apps Gmail YouTube Maps

 THE LAW SOCIETY OF SINGAPORE

The voting period is from **Friday, 24/01/2020 7:00 AM to 7:00 PM** (Singapore time).
Please use the same email address and the password you used while registering for i-Voting

I-Voting - Step 1 of 3

E-Mail

Password

[Forgot Password](#) [Next](#)

Step 2 Of 3


- Check for the One-Time Password (OTP) that you received in your registered phone SMS message, or your registered email.
- The OTP is a 4 Digit Number.
- You may use the OTP received from your email or from your phone SMS, they are the same 4 digits.
- Click on the “Resend OTP” if you do not receive the OTP.

The screenshot shows a web browser window with the address bar displaying `ivoting.lawsoc.org.sg/vote.aspx`. The page header features the Law Society of Singapore logo and name. A light blue banner provides voting period information: "The voting period is from **Friday, 24/01/2020 7:00 AM to 7:00 PM** (Singapore time). Please use the same email address and the password you used while registering for i-Voting". The main content area is titled "I-Voting - Step 2 of 3" and contains an "OTP" label next to a text input field. Below the input field, a message states: "4 digit One-Time Password (OTP) has been sent to your given email address wang@jupinno.com and mobile number XXXX1011. Please enter the 4 digit OTP either from email or mobile." At the bottom, there are two buttons: "Resend OTP" and "Login".

Internet Voting ::

ivoting.lawsoc.org.sg/vote.aspx

Apps Gmail YouTube Maps

 THE LAW SOCIETY OF SINGAPORE

The voting period is from **Friday, 24/01/2020 7:00 AM to 7:00 PM** (Singapore time).
Please use the same email address and the password you used while registering for i-Voting

I-Voting - Step 2 of 3


OTP

4 digit One-Time Password (OTP) has been sent to your given email address wang@jupinno.com and mobile number XXXX1011.
Please enter the 4 digit OTP either from email or mobile.

Resend OTP Login

Step 3 of 3

- Follow the instructions carefully in this stage.
- In this example, you may vote up to 2 candidates.
- You may choose not to check any, and vote for none.
- Once you click on CONTINUE, you will be asked to CONFIRM



You may vote for two (2), one (1) or nil (0) candidate(s).
Click on the box next to the name of the candidate for whom you wish to vote.
Once this vote is cast, you will not be able to make further changes.

Junior Category Nominated Members

☐

☐

☐

☐

Continue

Confirmation Stage

- Once you click on “CONFIRM”.
- Your vote will be recorded.
- Click on “CANCEL” if you want to change your choice, and return to the previous page

Vote Confirmation

Please review your choices carefully. Once this vote is cast by clicking "Confirm", you will not be able to make further changes. Otherwise, click "Cancel" to re-select.

Cancel

Confirm

You may vote for two (2), one (1) or nil (0) candidate(s).
Click on the box next to the name of the candidate for whom you wish to vote.
Once this vote is cast, you will not be able to make further changes.

Junior Category Nominated Members

☐

Mr. [Name] [Surname]

☐

Mr. [Name] [Surname]

☐

Mr. [Name]

☐

Mr. [Name] [Surname]

Continue

Vote Recorded Notification



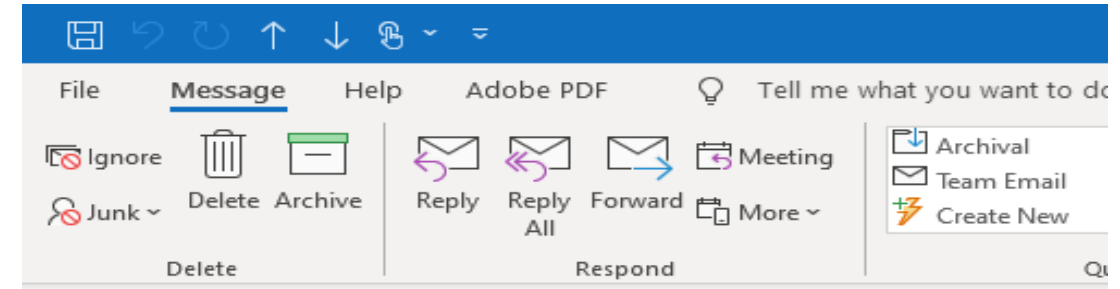
Successful Submission of Vote

Your vote has been successfully recorded.

Your voting reference number is [redacted].

An acknowledgement email will be sent to [redacted]@[redacted].com shortly.

- Once you click on the CONFIRM button. You will receive a message to acknowledge your vote has been successfully recorded, together with your voting reference number.
- An acknowledgement email will be sent to your registered email with the same detail.



I-Voting - Voted Successfully



The Law Society of Singapore <election2020@lawsoc.org.sg>

To [redacted]



Your vote has been successfully recorded.

Voter's Details:

Name : [redacted]

Law Practice : [redacted]

Voting Reference No. 2020J05W45220455290

Voting Date Time : 5/10/2020 10:45:22 PM

Please print or save this message, as a record that you have voted.

This is an automated message. Please do not reply to this email.

Regards,
The Law Society of Singapore

Who wins?
You decide

Register and cast
your votes now...



END OF CASTING VOTE PROCESS

PART II – iVoting CASTING VOTE
Process

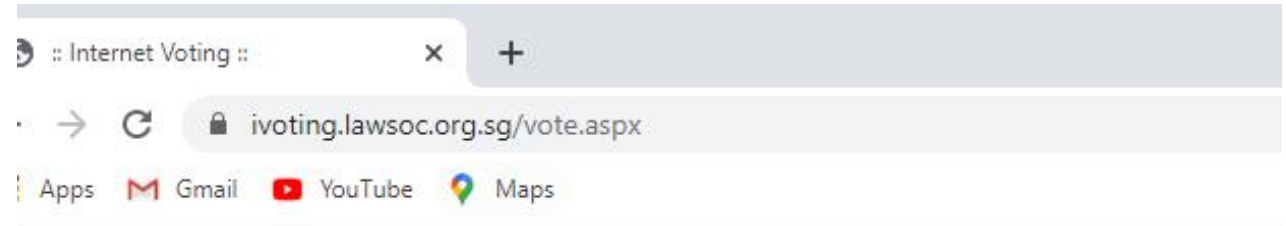


Additional Information

Part III – iVoting Additional Information

Cast your Vote ONLY ONCE

- Each member may only cast their vote ONLY ONCE
- If you see the error message on the right, this means that the registered email address holder has exercised his/her right to vote and the system has recorded the entry.

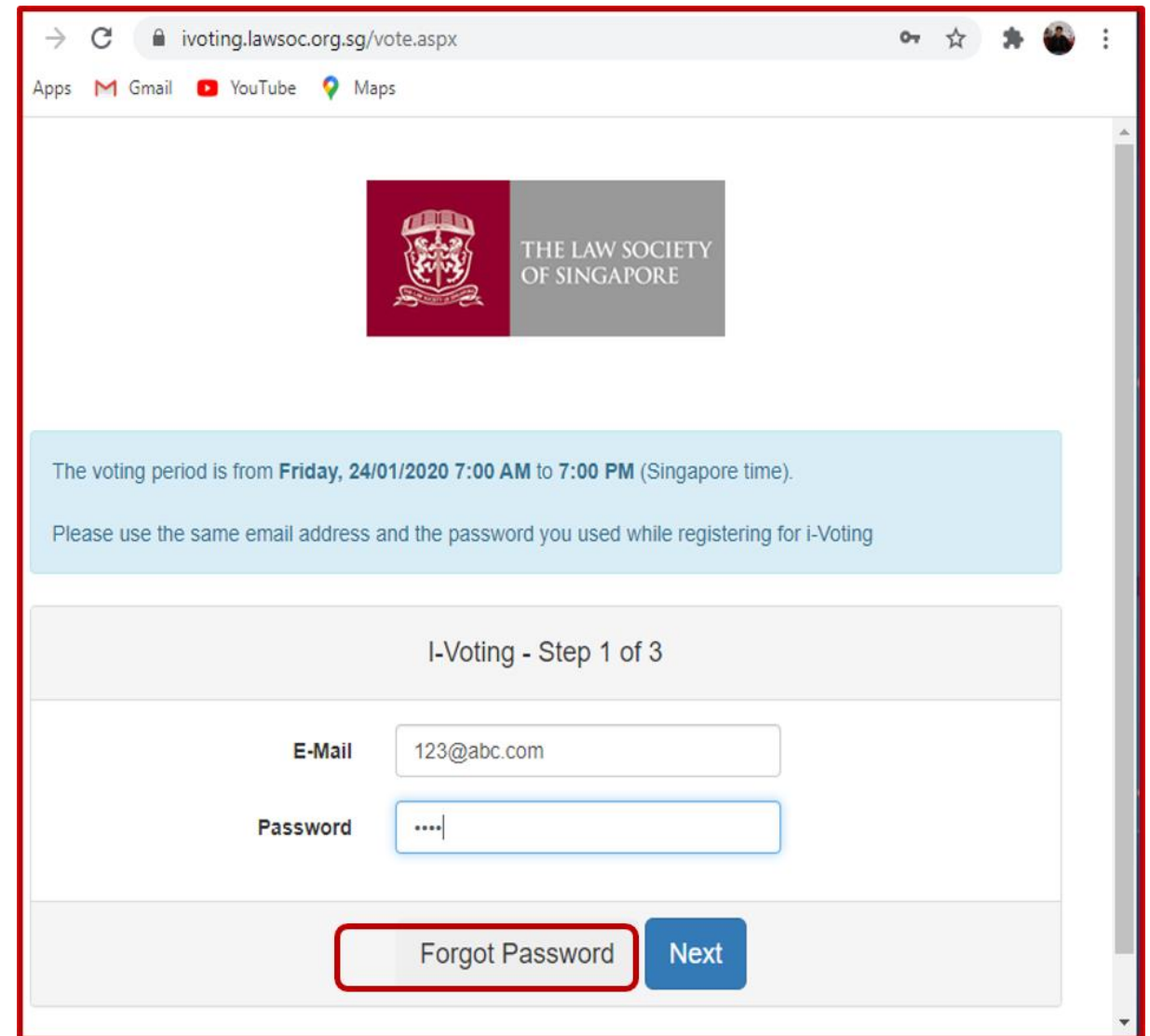
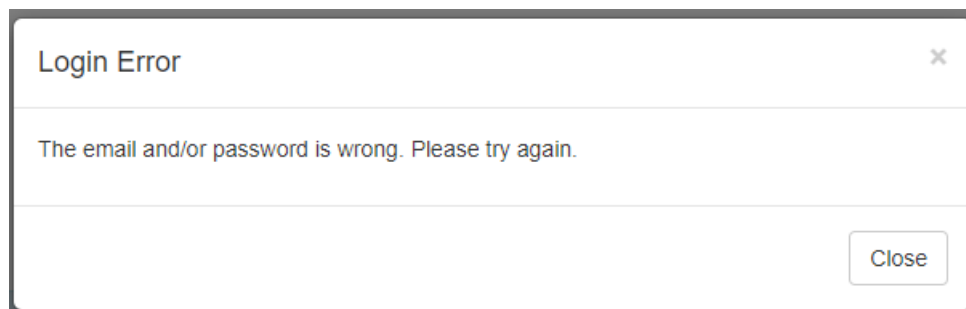


Voting Error

You have already voted. You are not able to make further changes.

Password Reset (Forget Password)

- If you have entered a wrong password, you will receive an error message to inform you of the wrong entry.
- Close the window to try again.
- If you decide to reset your password, click on "Forgot Password"

A screenshot of the i-Voting login page for The Law Society of Singapore. The browser address bar shows 'ivoting.lawsoc.org.sg/vote.aspx'. The page header includes the Law Society of Singapore logo and name. A light blue banner contains the text: 'The voting period is from Friday, 24/01/2020 7:00 AM to 7:00 PM (Singapore time). Please use the same email address and the password you used while registering for i-Voting'. Below this, the page is titled 'I-Voting - Step 1 of 3'. It features two input fields: 'E-Mail' with the value '123@abc.com' and 'Password' with masked characters '....'. At the bottom, there are two buttons: 'Forgot Password' (highlighted with a red rectangle) and 'Next'.

Password Reset Step 1

- You MUST key in the same email address that you registered with
- Once you click on “Forgot Password”
- You will receive a notification to check your email for the instruction to reset your password.
- Follow the instruction as given

Forgot Password Request

Please check your email for the instruction to reset your password.

Close

I-Voting - Reset Password



The Law Society of Singapore <election2020@lawsoc.org.sg>
To wang@jupinno.com

Reply Reply All Forward ...

Tue 06/10/2020 17:47



You have requested to reset your password.

Please click on the link below to reset your password:-

<http://ivoting.lawsoc.org.sg/passwordreset.aspx?id=6C44E92349094D1781131945F514FCF7>

This is an automated message. Please do not reply to this email.

Regards,
The Law Society of Singapore


Password Reset Step 2

- Enter your new password and click SUBMIT.
- You will receive a notification and may use the new password to login to cast your vote.



Password Reset Success

Your password was successfully reset.



I-Voting - Password Reset

Password

Please enter minimum 6 characters

Re-Enter Password

Submit



End of Additional Information

Part III – iVoting Additional Information

Walk-In Process

Part IV – Walk-in Process

Step 1 of 2

- Proceed to the Registration Counter.
- There will be a Barcode Scanner beside the Terminal
- The Officer on duty will verify your details.
- Scan your NRIC / ID, the barcode facing up.
- Your ID will be displayed
- Click NEXT



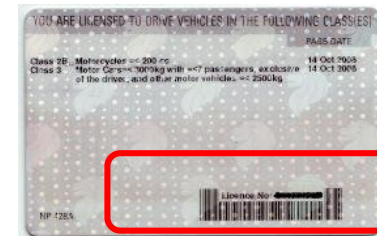
I-Voting ARS

Scan NRIC / FIN No.

Next Clear



NRIC



Driving License



Employment Pass

Step 2 of 2

- Verify your detail
 - Name
 - Your Law Firm
 - Your AAS number
 - Your Category
- Key in the email address you would use to receive your notification.
- Click on SUBMIT
- The screen will display “Your Registration is successful” for about 5 second.
- Please PROCEED to the VOTING ROOM to cast your vote.



Name: [REDACTED]
Firm: [REDACTED]
Admission No.: [REDACTED]
Category: Junior

I-Voting ARS

Scan NRIC / FIN No.

S[REDACTED] F

Email address to notify the Voting Reference No. (optional)

abc@xyz.com

Submit

Clear

Cast Your Vote

- Go to the Terminal
- Scan your ID Card Barcode
- Your ID will appear in the box
- Click on NEXT



I-Voting

NRIC / FIN No.

Next

Pick Your Choice

- Follow the instruction carefully in this stage.
- In this example, you may vote up to 2 candidates.
- You may choose not to check any, and vote for none.
- Once you click on CONTINUE, you will be asked to CONFIRM



You may vote for two (2), one (1) or nil (0) candidate(s).
Click on the box next to the name of the candidate for whom you wish to vote.
Once this vote is cast, you will not be able to make further changes.

Junior Category Nominated Members

- ☐ Tan Guan Zheng, Singapore
- ☐ Tan Guan Zheng, Singapore
- ☐ Tan Guan Zheng, Singapore
- ☐ Tan Guan Zheng, Singapore

Continue

Confirmation Stage

- Once you click on “CONFIRM”
- Your vote will be recorded.
- Click on “CANCEL” if you want to change your choice, and return to the previous page

Vote Confirmation

Please review your choices carefully. Once this vote is cast by clicking "Confirm", you will not be able to make further changes. Otherwise, click "Cancel" to re-select.

Cancel

Confirm

You may vote for two (2), one (1) or nil (0) candidate(s).
Click on the box next to the name of the candidate for whom you wish to vote.
Once this vote is cast, you will not be able to make further changes.

Junior Category Nominated Members

☐

Mr. [Name]

☐

Mr. [Name]

☐

Mr. [Name]

☐

Mr. [Name]

Continue

Vote Recorded Notification



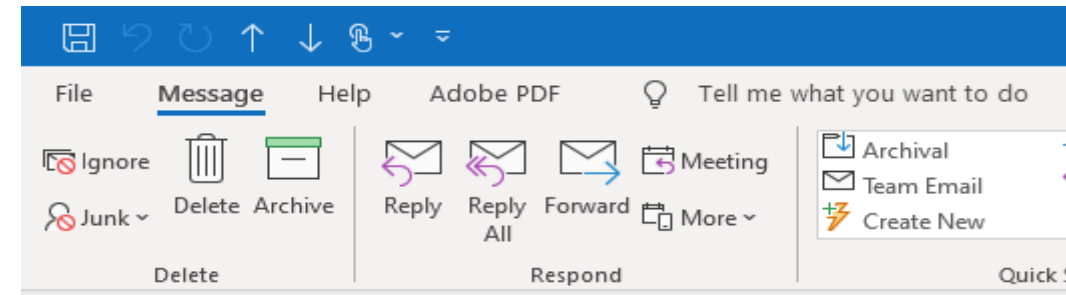
Successful Submission of Vote

Your vote has been successfully recorded.

Your voting reference number is 2020J10X13489126886.

An acknowledgement email will be sent to [redacted]@[redacted].com shortly.

- Once you have clicked on the CONFIRM button, you will receive a message acknowledging that your vote has been successfully recorded, together with your voting reference number.
- An acknowledgement email will be sent to your registered email with the same detail.



Walk-in I-Voting - Voted Successfully



The Law Society of Singapore <election2020@lawsoc.org.sg>

To [redacted]



Your vote has been successfully recorded.

Voter's Details:

Name : [redacted]

Law Practice : [redacted]

Voting Reference No. 2020J10X13489126886

Voting Date Time : 10/10/2020 11:13:48 PM

Please print or save this message, as a record that you have voted.

This is an automated message. Please do not reply to this email.

Regards,
The Law Society of Singapore



END OF WALK-IN VOTING PROCESS

PART IV – iVoting Walk-in Process