

Università degli Studi di Ferrara

**Department of Architecture** 

Election of the representative of the phds candidates in the council of the Department of Architecture

Practical Guide
How to vote



### **Election link and hours**

In order to access the voting system you have to link\*:

https://unife.evoting.it/login.aspx?id=aiVCiTI30FE%253d

### The election will be held on Thursday may 27th, 2021, from 9 a.m. to 3 p.m.

\* Outside the voting hours you can access the link, but the system will inform users that there is no election in progress.

### How to enter your credentials

In order to access you have to enter your credentials, username and password normally used for University services

| Area riservata  |   |                          |   |  |
|---|---|--------------------------|---|--|
| Per accedere a questa parte del sito devi farti ric         | conoscere, inserendo il tuo nome utente e la tua password.  |                          |   |  |
| Attenzione:   |   |                          |   |  |
|   | password potrebbero essere necessari fino a 5 minuti al<br>errata l'account utente verrà automaticamente disabilita |                          |   |  |
|   |   |                          |   |  |
| Nome utente   |   |                          |   |  |
| Nome utente   | > Servizio di recupe  | ro password              |   |  |
| Password  | > Servizio di recupe  | ro username              |   |  |
| Password  | > Serve aiuto?  |                          |   |  |
|   |   |                          |   |  |
| Non ricordare l'accesso                                     |   |                          |   |  |
| Rimuovi l'autorizzazione a rilasciare le tue informazioni a |   |                          |   |  |
| questo servizio.  |   |                          |   |  |
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| Accedi  |   |                          |   |  |
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| di Forrara  |   | Bandi di gara e Concorsi | URP - PEC - Uffici  |  |
| di Ferrara  | Accieurare la Qualità   |                          | ORF - PEC - Office  |  |
| Lettore: Prof. Glorgio Zauli                                | Assicurare la Qualità<br>Equality & Diversity   |                          | Marketing e Comunicazione                                 |  |
| di Ferrara  | Equality & Diversity  | Albo online              | Marketing e Comunicazione<br>SOS - Studentesse e studenti |  |
| Lettore: Prof. Glorgio Zauli                                |   |                          |   |  |

### How to access the voting area

### In order to proceed click on «Accedi»

| Accedi al servizio Benvenuta/e premi il bottone Accedi per proseguire.                                | Università<br>(13 ) (13 )<br>(13 ) |
|---|---|
| Accesd  | Benvenuta/o nell'area di voto.  |
| Per supporto alla gestione di voto, contattare dottorato@unife.it                                     | Per proseguire, cliccare su Accedi nel pannello a sinistra.   |
|   |   |
| ▲ Sicurezza   | Per problematiche o informazioni sul voto:  |
| La nostra piattatorma garantisce l'assoluta univocità, segretezza e sicurezza del voto espresso.      | Ufficio Dottorato   |
| SSL Encryption  | Tel.: 0532/455283   |
| 100% PROTECTION   | E-mail: dottorato@unife.it  |
| Il funzionamento di eligo è certificato con i browser: IFR o superiore, Erefox, Safari, Opera, Chrome |   |
| ♦ Scopri eligo  | Per problematiche <u>tecniche</u> di collegamento scrivere a: <b>votazioni@unife.it</b>   |
| Vorresti usare la piattaforma 🖽 🚱 anche per il tuo ente?  |   |
| Scopri vantaggi e pricing su sito istituzionale. 🗗  |   |
|   |   |

### How to cast the vote

Theballotto vote willbe displayed. To cast the vote, select the square relating to the candidate. The preference can be reevaluated by clicking again on the box to deselect it. If nothing is selected, the vote will be considered blank.

It is necessary to click on *«Conferma preferenze»*.

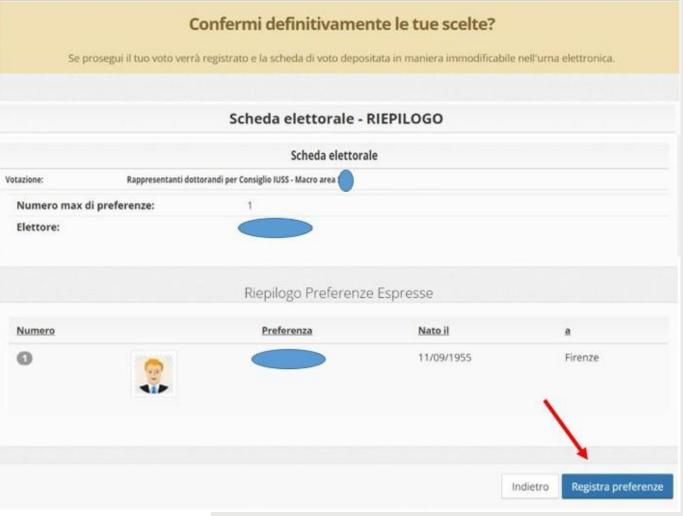
#### Università degli Studi Anteprima della scheda di voto Scheda elettorale Votazione: Rappresentanti dottorandi per Consiglio IUSS - Macro area Preferenze: Puoi esprimere un massimo di 1 Preferenza Elettore: Lista degli Eleggibili Vota Nominativo Nato il a 0 11/09/1955 Firenze 1 Conferma preferenze

Esempio di scheda elettorale

## How to register the vote

After clicking on «*Conferma preferenze*», the **vote summary page** will be shown.

You must click on «*Registra Preferenze*» in order to make the vote unchangeable and inserted in the electronic ballot box. Until this step has been carried out, the voter can modify his/her choices

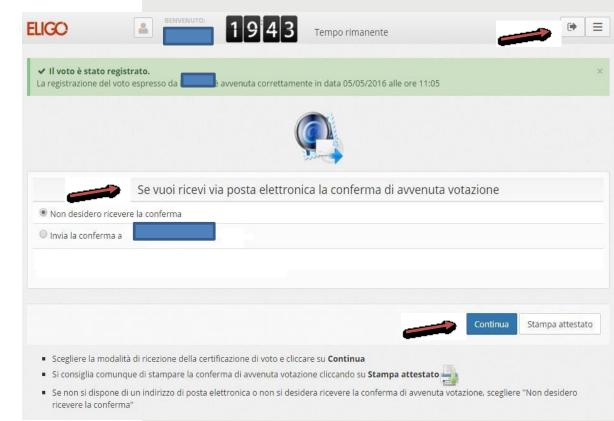


# **Carried out vote**

Once the vote is registered, a confirmation message will appear.

It is possible to print or receive the voting confirmation via email by selecting the relevant option.

Click on "Continua" to end the voting session; it is possible to log out by clicking on the arrow at the top right: the vote is valid and already registered. In this case you will not receive any confirmation email.



# **Questions and Answers**

#### How is the vote security and secrecy guaranteed?

Voters accese the system through the combination of their institutional username and password. The system separates the vote from the voter (the ballot box is separate from the electoral roll). In this both the absolute secrecy of the vote and the impossibility of goingbackfrom the vote to the voter and vice versaare ensured.

ELIGO is an e-voting platform that was qualified on January 8, 2020 by the «Agenzia per l'Italia digitale» - the Technical Agency of the *Presidenza del Consiglio* (Presidency of the Ministery Council). Security and anonymity of the vote were verified by the *Garante per la protezione dei dati personali* (Guarantor for the protection of personal data) with provision dated March 1, 2011, no. 4489. This is also confirmed by a sentence of the Court in Rome, third civil section, dated November 10, 2014, no. 61874.

#### Does ELIGO manage the servers hosting the data?

No. ELIGO works on certified ARUBA Cloud for the security and continuity of its service. Furthermore, the data is fully managed in compliance with the European GDPR.

#### Does ELIGO use election data after the election?

No. Data will never be used for reasons other than those of the vote itself.

All personal data is deleted after 30 days of the election.

#### What happens if you accidentally turn off your PC or close your browser while voting?

As long as the preference has not been registered, the voter can log back in and repeat the vote.

#### Is there a time-out?

Yes. If the system does not register any movements for 20 minutes, voting is automatically interrupted, which can then restart from the beginning

#### What happens when voting ends?

At 5:00 p.m. the electronic ballot box is closed, therefore it will not be possible to continue the voting session beyond this deadline, even if the voter has not yet concluded the voting.

### Contacts

For technical problems write to: votazioni@unife.it

For any other problem contact:

Secretariat of the Architecture Department Tel.: 0532/455235

E-mail: <u>Inzmrz@unife.it</u>