

Community Electoral Education Kit

Speaking notes and Optional activities

Combined Complete Version

How to use this kit

It is important that all Australian citizens understand how to participate in the Australian electoral system. Thank you for your role in helping your community find out more.

The Community Electoral Education Kit provides everything needed to conduct engaging and informative electoral awareness workshops. The kit covers five topics which seek to answer questions participating groups might have about the Australian electoral system:

- Topic 1: Australian democracy
- Topic 2: Do I have to enrol and vote?
- Topic 3: Where do I go to vote?
- Topic 4: What happens on election day?
- Topic 5: How do I make sure my vote gets counted?

Each of the topics features:

- speaking notes in plain English
- presentation slides
- background notes to support deeper understanding.

Some topics also feature engaging learning activities.

The kit is designed to be flexible. Presenters can deliver all topics in a single session, or pick and choose the elements most relevant to their community. The topics are numbered in the order they are intended to be followed.

Topics may require preparation, such as printing activity resources or arranging projectors and screens. We recommend presenters allow at least a day to read each topic and prepare before presenting it to an audience.

Background notes can be found at the end of this topic. Supporting resources and further information can be found on the Australian Electoral Commission website at www.aec.gov.au/community.

You can email any questions to community@aec.gov.au, and you will receive a response within three business days.

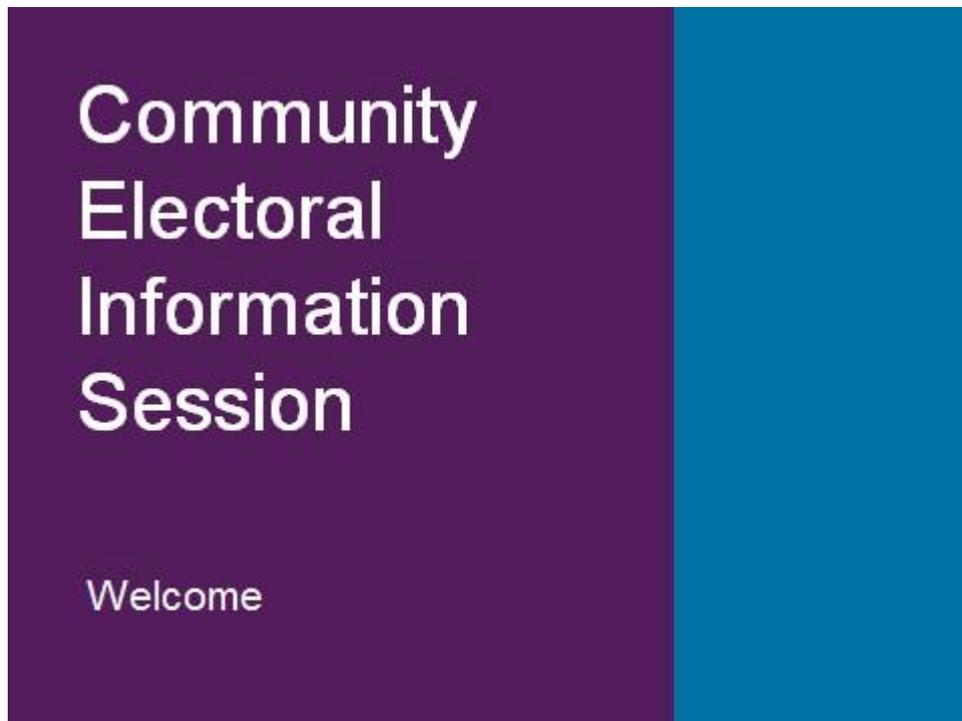
Presenters please note: If you run the optional activities, this session will take about an hour to deliver. If you do not run the activities, it will take about twenty minutes.

Table of Contents

How to use this kit	1
Introduction	3
Topic 1: Australian Democracy	5
Topic 2: Do I have to enrol and vote?	10
Optional activity: check / update your enrolment.....	18
Topic 3: Where do I go to vote?.....	19
Topic 4: What happens on election day?	23
Optional activity: Election day timeline.....	36
Topic 5: How do I make sure my vote gets counted?.....	40
Optional activity: Complete a sample House of Representatives ballot paper	48
Optional activity: complete a sample Senate ballot paper	51
Disclaimer	55

Introduction

Slide 1 of 41 Welcome



Welcome participants and introduce yourself.

- Today I am going to run you through an information session provided by the Australian Electoral Commission.
- The aim of this session is to help improve your understanding of the Australian electoral system, and to make sure your vote will count.
- The session consists of five topics which aim to answer questions you might have about the electoral system.

Slide 2 of 41 Introduction

Introduction

- This presentation has been developed by the AEC to help communities understand the electoral system and the important part played by each voter.
- The person presenting the information does not work for the AEC or represent the AEC.
- Any views expressed by the presenter during this session do not necessarily reflect those of the AEC.
- For more information, go to the AEC's website or ring 13 23 26

- This presentation was developed by the Australian Electoral Commission, or AEC.
- The AEC is responsible for delivering federal elections and referendums, and for maintaining the Commonwealth electoral roll. The AEC also produces electoral information and education programs.
- I do not work for the AEC, and I do not represent the AEC.
- Any opinions I express are my own, and do not necessarily reflect those of the AEC.

Topic 1: Australian Democracy

Slide 3 of 41 Australian Democracy



- The first topic is called 'Australian Democracy'.
- This is an introduction to how government is structured in Australia, and will help you better understand your role in Australian democracy.

Slide 4 of 41 The three levels of government



- Australia has three levels of government: Local, State or Territory, and Federal (or National).
- Each level of government makes laws and decisions which shape the way Australians live every day.
- This slide shows some examples of the responsibilities of each level of government. These are just a few, and sometimes responsibility is shared across the different levels.
- Government decisions affect all of us.
- When you drive a car - you are affected by government decisions.
- If you go to hospital – you are affected by government decisions
- When you send your children to school, when you put the rubbish bin out for collection, when you receive a government benefit – you are affected by government decisions.
- Governments make decisions which affect us all.

Slide 5 of 41 Who makes the decisions?

Topic 1: Australian Democracy



Who makes the decisions?

- Candidate
- Policy
- Party
- Independent

- Who makes the decisions?
- At election time, the people of Australia choose who will represent them.
- There are many people who would like to be your representative. They are called candidates.
- A candidate's ideas about what decisions the government should make are known as 'policies'. Policies tell you what the candidate will do if they are elected as a representative.
- Some candidates work together as a team, called a political party. Political parties are a group which share the same ideas and policies.
- Some candidates are independent. They do not belong to a political party.
- When voting, your job is to choose which candidate you want to represent you and your community.

Slide 6 of 41 How do you know which candidate to vote for?



- To make an informed choice you need to know about candidates' policies, so you can choose the candidate who you think will make the best decisions for your community.
- You can find out about candidates and their policies in many ways:
 - Television, newspapers and radio
 - Information from candidates in the mail
 - You can look them up on the internet
 - Talk to friends, family and colleagues.
- At election time you will be able to find out who the candidates are for your area on the Australian Electoral Commission website.
- Remember, it is always up to you who you vote for. Australians are free to make their own decisions when voting.

Slide 7 of 41 Why should you vote?

Topic 1: Australian Democracy

Why should you vote?

- If you are an Australian citizen and over 18 years of age you must enrol and vote. It is the law.
- Voting gives you a say about the issues which affect you every day.



- If you are asking yourself the question 'why should I vote?', you might think about this:
 - As we will see shortly, it is the law. All Australian citizens over 18 must enrol and vote.
 - Perhaps more importantly, voting gives you a direct say in how Australia is governed.
- How Australia is governed affects your life and the things and people that matter most to you.
- That concludes topic 1.

Topic 2: Do I have to enrol and vote?

Slide 8 of 41 Do I have to enrol and vote?

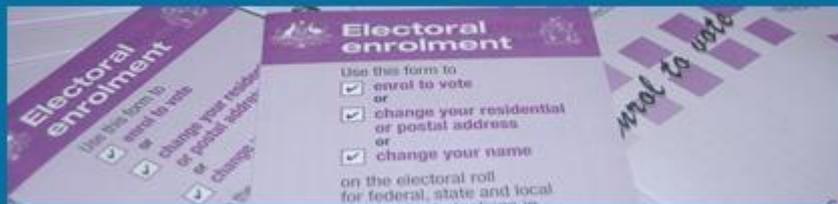


- This topic will tell you all about your responsibility to enrol and vote in federal elections.

Slide 9 of 41 Do I have to enrol and vote?

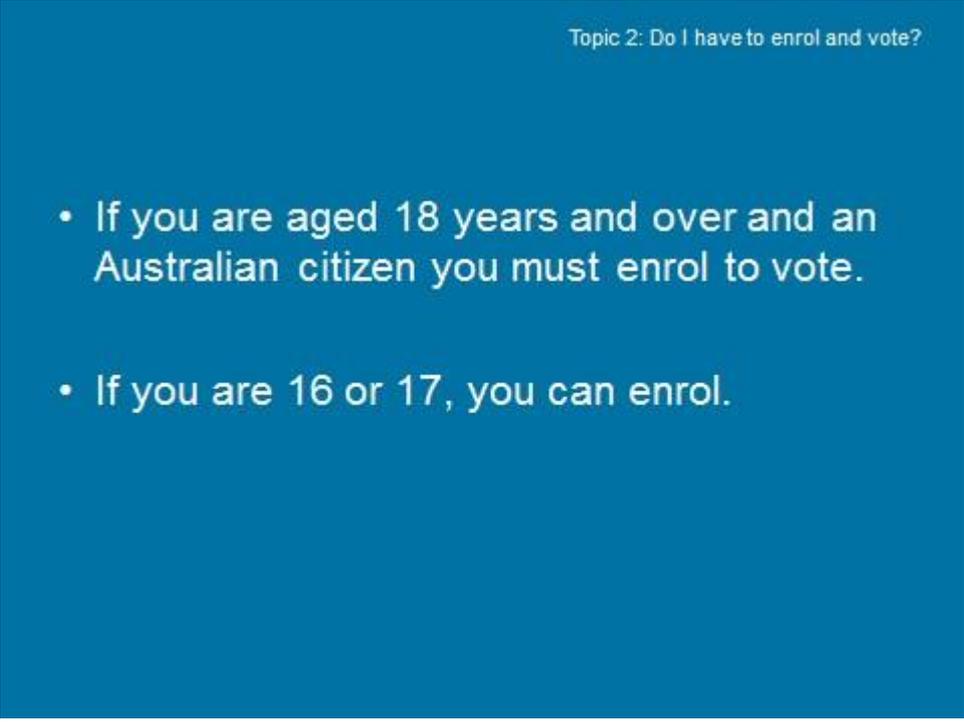
Topic 2: Do I have to enrol and vote?

- All Australian citizens aged 18 years and over are required to vote. It is the law.
- To vote you must be enrolled on the Electoral Roll.



- All Australian citizens aged 18 years and over are required to vote. It is the law.
- To vote you must be enrolled on the Electoral Roll.

Slide 10 of 41 Do I have to enrol and vote?

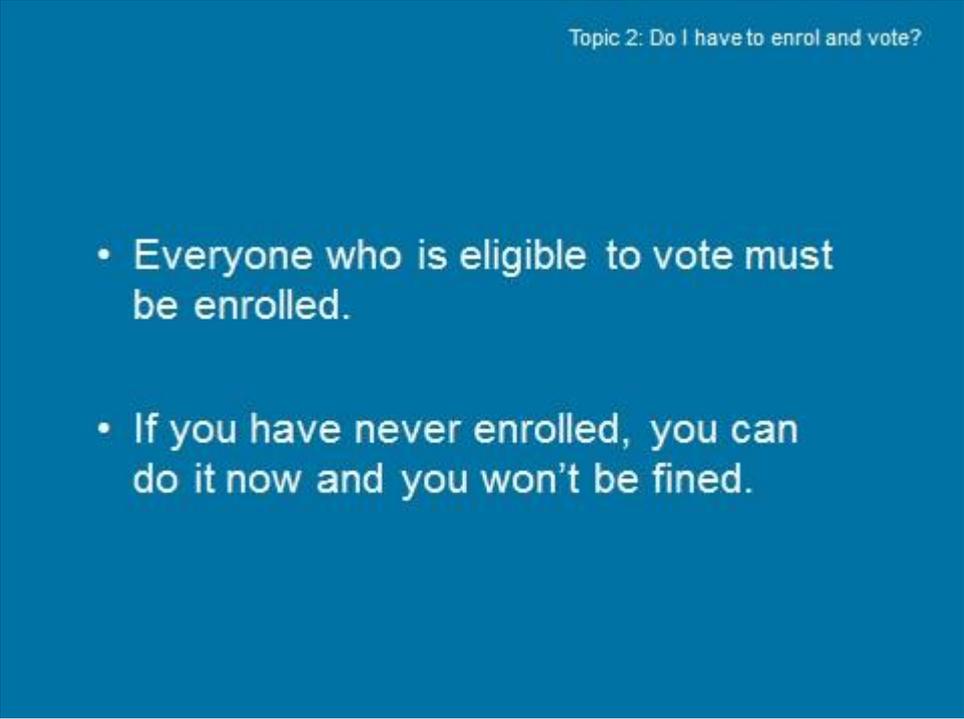


Topic 2: Do I have to enrol and vote?

- If you are aged 18 years and over and an Australian citizen you must enrol to vote.
- If you are 16 or 17, you can enrol.

- If you are 18 years and over and an Australian citizen you must enrol to vote.
- If you are 16 or 17, you can enrol now so that you'll be ready to vote at the first election after your 18th birthday.

Slide 11 of 41 Do I have to enrol and vote?



Topic 2: Do I have to enrol and vote?

- Everyone who is eligible to vote must be enrolled.
- If you have never enrolled, you can do it now and you won't be fined.

- If eligible to vote you must be enrolled.
- If you have never enrolled, you can do it now and you won't be fined.
- If you are not sure whether you are enrolled to vote you can check on the Australian Electoral Commission website.

Slide 12 of 41 Do I have to enrol and vote?

Topic 2: Do I have to enrol and vote?

- Enrolling to vote is quick and easy.
- You can enrol by filling in an enrolment form, either online or using a paper version of the form.

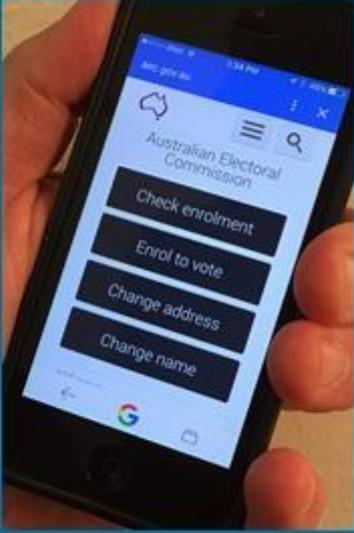
A photograph showing two women in an indoor setting. The woman on the right is wearing a purple vest over a grey shirt and has a name tag. She is holding a document and appears to be explaining something to the woman on the left, who is wearing a striped shirt and glasses. They are standing near a window with a grid pattern.

- Enrolling to vote is quick and easy.
- You can enrol by filling in an enrolment form, either online or a paper version of the form.
- Paper enrolment forms are available from any Australian Electoral Commission office.

Slide 13 of 41 Ensure your details are up to date

Topic 2: Do I have to enrol and vote?

- Ensure your enrolled name and address details remain up to date.
- You can do this quickly and easily online:
www.aec.gov.au



- It is important that the Electoral Roll is up-to-date before each election so that everyone who is eligible to vote is able to do so.
- If you change your address or your name, you must let the Australian Electoral Commission know. You can do this quickly and easily on their website.
- If you are on the Electoral Roll and you do not vote, you will receive a letter from the AEC and you may receive a fine.

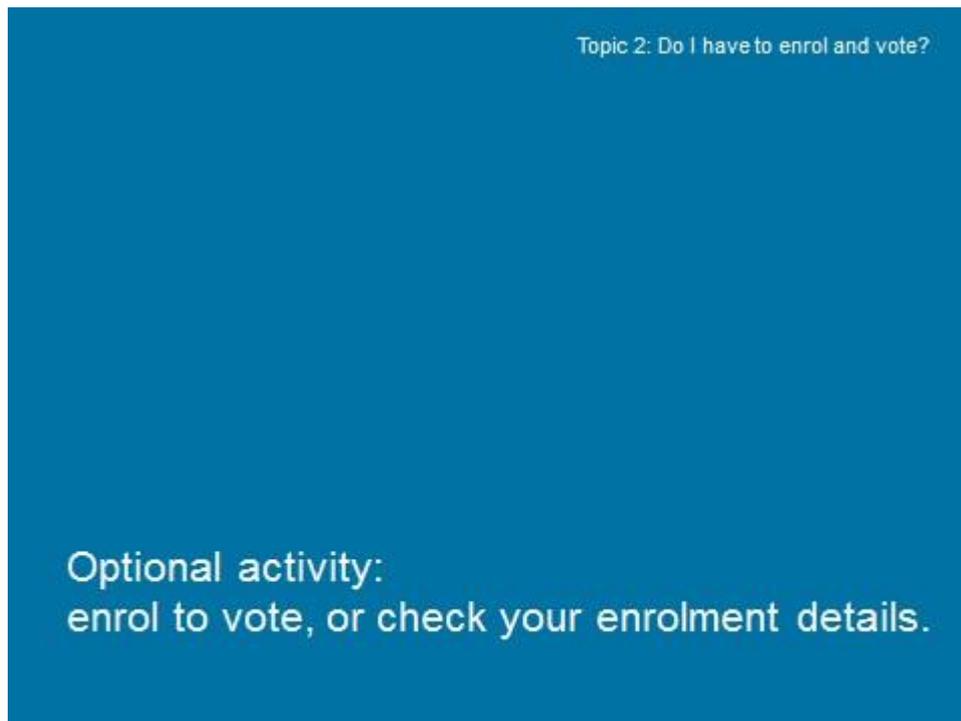
Slide 14 of 41 Do I have to enrol and vote?

Topic 2: Do I have to enrol and vote?

- It is compulsory for all Australian citizens aged 18 years and over to enrol and vote.
- It is your right and your responsibility.

- All Australian citizens aged 18 years and over have to vote. It is the law.

Slide 15 of 41 Optional activity



Now is a good time to run the optional activity 'check your enrolment and enrolment details'

Activity instructions and resources are provided on the website at www.aec.gov.au/community

- That concludes Topic 2.

Optional activity: check / update your enrolment

Time required

15 minutes

Resources and Preparation

This activity will allow participants to check their enrolment on-line and to enrol if they are not already enrolled.

If you have internet access or participants have smartphones or tablets, follow the procedure in Column 1.

If there is no internet access or for people without smartphones use the procedure in Column 2.

Procedure

Column 1 With internet access (computer, smartphone, tablet or other devices)	Column 2 Without internet access
<ul style="list-style-type: none">• Direct your participants to: <p style="text-align: center;">www.aec.gov.au</p>• Depending on the needs of your group you may:<ul style="list-style-type: none">○ Click on “check your enrolment” and follow the instructions○ Click on “enrol to vote” and follow the instructions○ Click on “change my address” and follow the instructions	<ul style="list-style-type: none">• You may provide your participants with paper enrolment forms in one of two ways:<p style="text-align: center;">Either</p>• Download the form from the AEC website and print multiple copies.<p style="text-align: center;">Or</p>• Visit any AEC office and collect multiple copies.• Instruct your participants to follow the instructions depending on whether theirs is a first time enrolment or a change of details.• You can advise participants to drop the enrolment form at any AEC office or ask them if they would like you to drop them to an AEC office on their behalf.

Topic 3: Where do I go to vote?

Slide 16 of 41 Where do I go to vote?



- This topic will provide information about the options you have for voting in a federal election.

Slide 17 of 41 Polling places

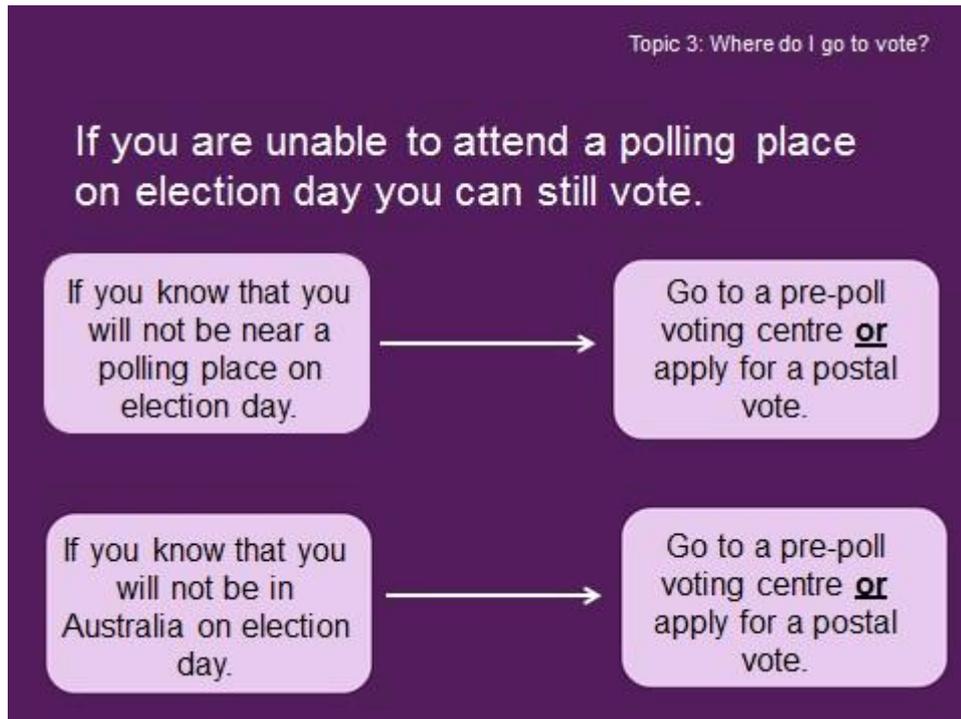
Topic 3: Where do I go to vote?

- This topic will provide information about the options you have for voting in a federal election.
- Venues which are commonly used as polling places are schools, community halls and church halls.



- Most people vote on election day at a polling place close to their home.
- Venues which are commonly used as polling places are schools, community halls and church halls.
- At election time you can find out your nearest polling place by checking the AEC website.
- A list of polling places will also be printed in major newspapers on the day before election day.

Slide 18 of 41 If you are unable to attend a polling place



- If you are unable to attend a polling place on election day you can still vote.
- There are several ways you can do this, depending on your circumstances. For example:
 - If you know you will not be near a polling place on election day you can go to a pre-poll voting centre or you can apply for a postal vote.
 - If you will not be in Australia on election day you can go to a pre-poll voting centre or apply for a postal vote. In some countries you may be able to vote at an Australian consulate or embassy.

Topic 3: Where do I go to vote?

If you cannot get to a polling place on election day, and you are not sure what to do:

Visit the Australian Electoral Commission website
www.aec.gov.au/Voting

Or

Phone the Australian Electoral Commission information line
13 23 26



- Most people will vote at their local polling place on election day.
- If you can't get to your polling place you must still vote, and the Australian Electoral Commission provides a range of options.
- You can visit their website or call their information line for details.
- That concludes Topic 3.

Topic 4: What happens on election day?

Slide 20 of 41 What happens on election day?



- In this topic we are going to have a look at what happens at a polling place on election day so that will you know what to expect.

Slide 21 of 41 What happens on election day?

Topic 4: What happens on election day?



1. Arrive at the polling place

- Federal elections in Australia usually happen once every three years, and are always held on a Saturday.
- Polling places are open between 8am and 6pm.
- When you arrive at a polling place, it could be quite busy.

Slide 22 of 41 What happens on election day?

Topic 4: What happens on election day?



2. You may be offered how-to-vote cards

- Volunteers from political parties stand outside polling places and distribute how-to-vote cards to voters.
- You do not have to accept any how-to-vote cards.
- If you do accept a card, you do not have to follow the instructions on it.
- Your vote is entirely your decision.

Slide 23 of 41 What happens on election day?

Topic 4: What happens on election day?



3. You may need to line up

- When you enter the polling place, you may need to line up and wait.

Slide 24 of 41 What happens on election day?

Topic 4: What happens on election day?



4. Go to the issuing table

- When it is your turn, a polling official will direct you to an issuing table.

Slide 25 of 41 What happens on election day?

Topic 4: What happens on election day?



5. Answer three questions

- At the issuing table you will be asked three questions:
- What is your full name? (this means first name and last name);
- Where do you live? (this means your street address); and
- Have you voted before in this election?
- If your name is not found on the list, don't worry, you will still be able to vote. The official will tell you what you should do next.

Slide 26 of 41 What happens on election day?

Topic 4: What happens on election day?



6. You will be given two ballot papers

- You will be given two ballot papers - a green one for the House of Representatives election, and a white one for the Senate election.

Slide 27 of 41 What happens on election day?

Topic 4: What happens on election day?



7. Go to a voting screen

- You will then be directed to one of the voting screens set up around the room. There will be a pencil for you to use.
- The voting screen has high sides so that no one can see how you vote. Your vote is secret and you are safe to vote however you like.
- No one else can tell you who to vote for. It is always your decision.

Slide 28 of 41 What happens on election day?

Topic 4: What happens on election day?



8. Fill in the ballot papers - follow the instructions

- Before you fill in your ballot papers you should read the instructions on each of them. The instructions will be different on each ballot paper. By following the instructions you will ensure your vote gets counted.
- Instructions may be provided in different languages at the polling place, but the ballot papers are only printed in English.
- If you don't understand the instructions, or can't fill in the ballot papers, you can ask a polling official or another person that you trust to assist you.
- If you make a mistake on a ballot paper you can ask for another one.

Slide 29 of 41 What happens on election day?

Topic 4: What happens on election day?



9. Fold the ballot papers, put them in the ballot boxes

- When you have completed your vote, fold each ballot paper in half. There will be two ballot boxes for you to place your completed ballot papers in. One is for the green House of Representatives ballot paper, and the other is for the white Senate ballot paper.
- The boxes will be clearly marked, and an official will be there to assist you.
- Ballot boxes are kept locked until the end of election day, when it is time to count the votes.
- When you have finished voting you can leave.

Slide 30 of 41 What happens on election day?

Topic 4: What happens on election day?



10. Community Events

- There might be community events happening at your local polling place. You are welcome to stay and participate in these events or not, as you choose.

Slide 31 of 41 What happens on election day?

Topic 4: What happens on election day?



You can ask for help at any time

- Polling places are staffed by officials who will be wearing purple vests.
- In some places, officials who speak languages other than English will be on hand to assist non-English speaking voters.
- Some places will have officials available who are trained to assist Indigenous Australians.
- These officials are employed by the Australian Electoral Commission, and are trained to make sure everything goes smoothly and according to the rules. You can ask for help from a polling official at any time.

Slide 32 of 41 Optional Activity



Now is a good time to run the optional activity 'election day timeline'

Activity instructions and resources are provided on the website at www.aec.gov.au/community

- That concludes Topic 4.

Optional activity: Election day timeline

Time required

15 minutes

Resources and preparation

Print and cut one copy of the 'election day timeline activity cards' per small group of participants (2 to 5 people). If you have several groups you will need several copies. It is vital that these are cut up into separate sets, and the cards in each set shuffled before the activity begins.

Procedure

1. Split your participants into groups (2-5 per group works best).
2. Give each group a set of election day timeline activity cards (these need to be already cut up and shuffled).
3. Instructions to the group(s): "You need to put the cards into the correct order from the first thing that will happen on election day to the last thing that will happen".

When the groups are finished, discuss the correct order and the 'I ask for help' card, which can be used anywhere on the timeline.

Correct order

1. I arrive at the polling place.
2. I may see people distributing 'how-to-vote' cards. I do not have to accept them.
3. I may need to line up.
4. I go to the issuing table.
5. I answer three questions.
6. I am given two ballot papers.
7. I go to a voting screen.
8. I fill in the ballot papers according to the instructions.
9. I fold the ballot papers and put them into ballot boxes.
10. I leave and may enjoy community events.

The 'I ask for help' card may be placed anywhere.

Optional activity: Election day timeline resources



I may need to line up.



I arrive at the polling place.

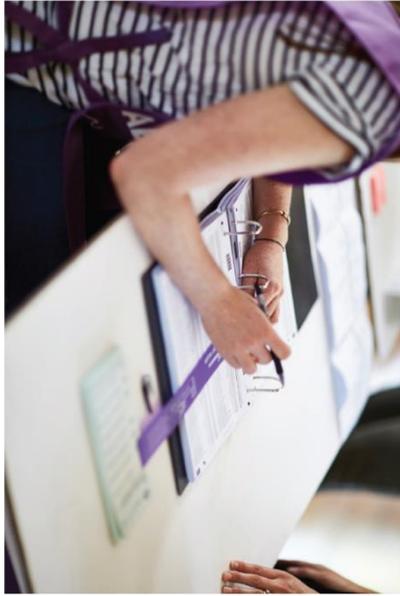


I go to the issuing table.



I may see people handing out 'how-to-vote' cards. I do not have to accept them.

I answer three questions.



I am given two ballot papers.



I go to a voting screen.



I fill in the ballot papers according to the instructions.



I fold the ballot papers and put them into ballot boxes.



I leave and may enjoy community events.

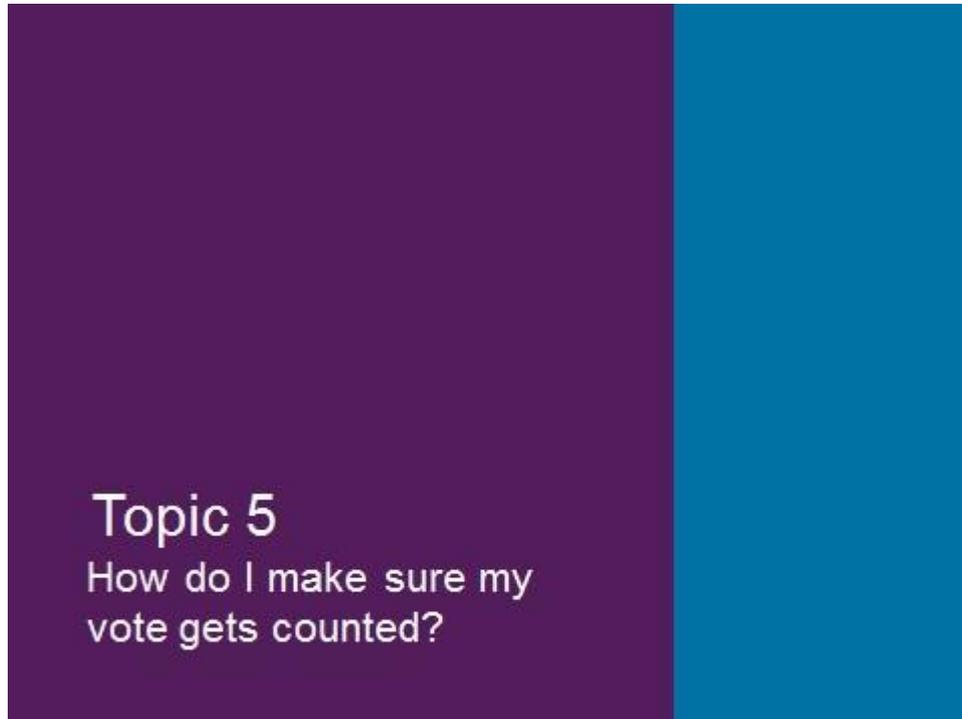


I ask for help.



Topic 5: How do I make sure my vote gets counted?

Slide 33 of 38 How do I make sure my vote gets counted?



- In this topic, we are going to talk about how you can make sure that your vote will be counted.

Slide 34 of 41 How do I make sure my vote gets counted?

Topic 5: How do I make sure my vote gets counted



- In a federal election you vote for representatives to the House of Representatives and to the Senate.
- Your vote can only be counted if you correctly complete both your ballot papers.

- In a federal election – that is, an election for a national government based in Canberra – you will usually vote to choose representatives to both the House of Representatives and the Senate. That is why you will be given two ballot papers to complete.
- Your vote can only be counted if you complete your ballot papers correctly. If you do not complete them correctly your vote will not be counted.
- We will now look at how to correctly complete each ballot paper.

Slide 35 of 41 House of Representatives voting

Topic 5: How do I make sure my vote gets counted

House of Representatives voting

- To vote in a House of Representatives election you will be given a green ballot paper.
- Follow the instructions.
- Number every box in the order of your choice.



- To vote in a House of Representatives election, you will be given a green ballot paper.
- The ballot paper will list the names of all the candidates who are hoping to be elected in your electorate. If the candidate belongs to a political party, the party name and logo will also be shown.
- Only one of the candidates named on the green paper will be elected to the House of Representatives to represent your electorate.
- To make sure your vote will count, you have to number the candidates from your first choice to your last choice.
- Write the number '1' in the box next to your first choice. Write the number '2' in the box next to your second choice, and so on until all the boxes have been numbered.

Slide 36 of 41 Senate Voting

Topic 5: How do I make sure my vote gets counted

Senate voting

- To vote in the Senate election you will be given a white ballot paper.
- This ballot paper has a black line across it.
- You can vote above the line OR below the line.

A photograph showing a hand holding a white ballot paper with a purple slot. The ballot paper is labeled "Senate WHITE BALLOT PAPER". The ballot is being inserted into a white ballot box with a purple slot.

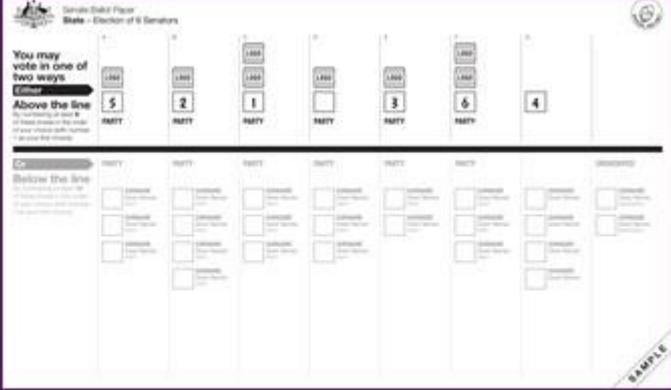
- To vote in a Senate election you will be given a white ballot paper.
- Some of the candidates named on the white paper will be elected to the Senate to represent your State or Territory.
- The number of candidates elected will usually be either six or two, depending on whether you live in a State or a Territory.
- This paper has a black line across it. Above the line is a list of political parties and groups, and below the line are the names of all the candidates. You can vote above or below the line.

Slide 37 of 41 Senate voting – above the line

Topic 5: How do I make sure my vote gets counted

Senate voting – above the line

If you want to vote above the line, you must number at least six boxes from 1 to 6.

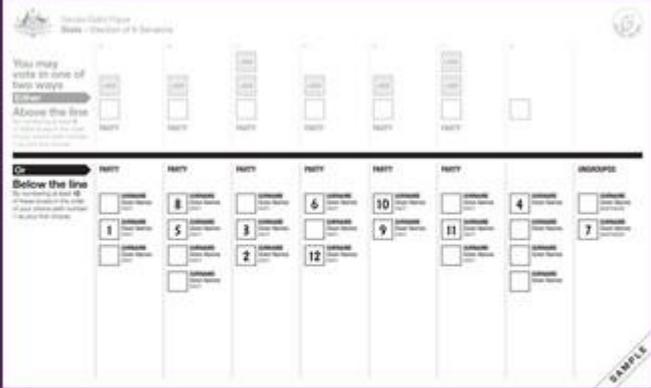


- If you vote above the line, you must number at least six boxes from 1 to 6, with 1 being your first choice, 2 your second choice and so on.
- By voting above the line, your preferences will be distributed in the order that the candidates appear below the line for the party or group you have chosen.
- Your preferences will be distributed to the candidates in the party or group of your first choice, then to the candidates in the party or group of your second choice and so on, until all your preferences have been distributed.

Slide 38 of 41 Senate voting – below the line

Senate voting – below the line

If you vote below the line you must number at least twelve boxes from 1 to 12.



- If you choose to vote below the line, you must number at least twelve boxes from 1 to 12, with 1 being your first choice, 2 your second choice and so on until you have numbered at least 12.
- By voting below the line your preferences will be distributed to the individual candidates as numbered on your ballot paper, in the order of your choice.

Slide 39 of 41 Instructions on how to vote

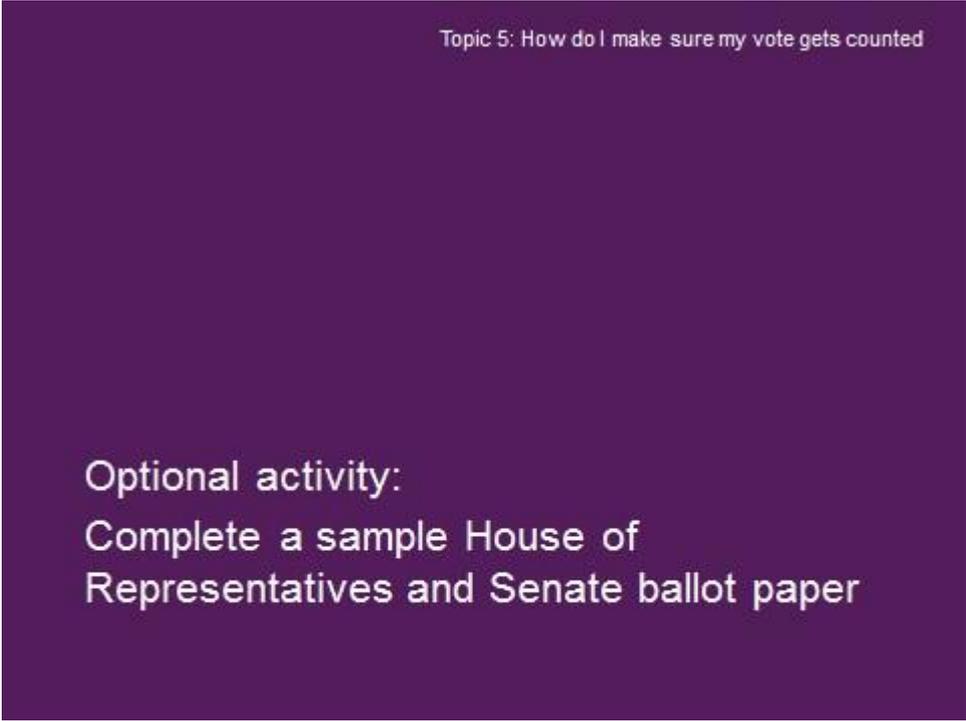
Topic 5: How do I make sure my vote gets counted

- Instructions are printed on the ballot papers.
- Follow the instructions and your vote will be counted.
- You can ask for help anytime.



- Instructions on how to vote are printed on the ballot papers.
- Simply follow the instructions and your vote will be counted.
- If you make a mistake or you are unsure what to do, just ask a polling official for help.
- Remember, to make your vote count you must correctly complete your ballot papers.

Slide 40 of 41 Optional Activity



Topic 5: How do I make sure my vote gets counted

Optional activity:
Complete a sample House of
Representatives and Senate ballot paper

This is a good time to run the optional activity 'Complete a sample House of Representatives and Senate ballot paper'.

Activity instructions and resources are provided on the website at www.aec.gov.au/community.

Optional activity: Complete a sample House of Representatives ballot paper

Time required

10-20 minutes

Resources and preparation

Printed House of Representatives practice ballot papers (1 per participant plus a few spares). These can be printed and copied from the samples provided below at page 6. Pencil for each participant

Procedure

1. Hand out ballot papers and pencils to participants.
2. Direct participants to the instructions on the ballot paper: Number the boxes from 1 to 4 in the order of your choice.
3. Ensure that these instructions are given slowly so that participants have time to complete each step before moving on to the next.
4. Say: "Choose the candidate who is your first choice. Put the number 1 in the box next to that candidate's name".
5. "Next, choose the candidate who is your second choice, and put the number 2 in the box next to their name".
6. "Now continue until you have numbered all the boxes".
7. Check each participant's ballot paper to ensure that it has been completed correctly.
8. If a participant makes a mistake or would like another turn, give them a spare ballot paper.

Optional activity: Complete a sample House of Representatives ballot paper recourses

Blank House of Representatives-style practise ballot papers for Activity

Print and use as many as you need. Print in colour or on green paper if you can. If you are unable to print in colour or on green paper, be sure to emphasise to your participants that the real ballot papers are green.



House of Representatives
Ballot Paper



State _____

Electoral Division of Division Name _____

Number the boxes from 1 to 8 in the order of your choice

SURNAME, Given Names
INDEPENDENT

SURNAME, Given Names
PARTY

Remember... number every box to make your vote count

SAMPLE



House of Representatives
Ballot Paper



State _____

Electoral Division of Division Name _____

Number the boxes from 1 to 8 in the order of your choice

SURNAME, Given Names
INDEPENDENT

SURNAME, Given Names
PARTY

Remember... number every box to make your vote count

SAMPLE



House of Representatives
Ballot Paper



State _____

Electoral Division of Division Name _____

Number the boxes from 1 to 8 in the order of your choice

SURNAME, Given Names
INDEPENDENT

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

Remember... number every box to make your ballot

SAMPLE



House of Representatives
Ballot Paper



State _____

Electoral Division of Division Name _____

Number the boxes from 1 to 8 in the order of your choice

SURNAME, Given Names
INDEPENDENT

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

Remember... number every box to make your ballot

SAMPLE



House of Representatives
Ballot Paper



State _____

Electoral Division of Division Name _____

Number the boxes from 1 to 8 in the order of your choice

SURNAME, Given Names
INDEPENDENT

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

 SURNAME, Given Names
PARTY

Remember... number every box to make your ballot

SAMPLE

Optional activity: complete a sample Senate ballot paper

Time required

10-20 minutes

Resources and preparation

Printed Senate-style ballot papers (2 per participant plus a few spares). These can be printed and copied from the samples provided below at page 14. Pencil for each participant

Procedure

Voting above the line

1. Hand out one ballot paper and pencils to each participant.
2. Ask participants to complete the first Senate ballot paper by voting 'above the line'.
3. Ensure that these instructions are given slowly so that participants have time to complete each step before moving on to the next.
4. Say "Choose the party or group which is your first choice. Put the number 1 in the box under that party or group".
5. "Next, choose the party or group which is your second choice, and put the number 2 in that box".
6. "Continue until at least six of the boxes have been numbered. You may number more than six boxes if you wish".

Voting below the line

1. Hand out the second ballot paper to participants. Ask participants to complete the second Senate ballot paper by voting 'below the line'.
2. Say: "Choose the candidate who is your first choice. Put the number 1 in the box next to that candidate's name"
3. "Next, choose the candidate who is your second choice, and put the number 2 in the box next to their name".
4. "Continue until at least twelve of boxes are numbered. You may number more than twelve boxes if you wish".
5. Encourage participants to ask you for help if they are having difficulty with this activity.
6. Check each participant's ballot papers to ensure that they have been completed correctly.
7. If a participant has made a mistake or would like another turn give them a spare ballot paper.

Optional activity: complete a sample Senate ballot paper recourses

Blank Senate-style practise ballot papers for Activity

Print and use as many as you need. Print on white paper if you can. If you are unable to print on white paper, be sure to emphasise to your participants that the real ballot papers are white.



Senate Ballot Paper
State – Election of 6 Senators



You may vote in one of two ways

Either

Above the line
By numbering at least **6** of these boxes in the order of your choice (with number 1 as your first choice).

A	B	C	D	E	F	G
 <input type="checkbox"/> PARTY	 <input type="checkbox"/> PARTY	  <input type="checkbox"/> PARTY	 <input type="checkbox"/> PARTY	 <input type="checkbox"/> PARTY	  <input type="checkbox"/> PARTY	<input type="checkbox"/>

Or

Below the line
By numbering at least **12** of these boxes in the order of your choice (with number 1 as your first choice).

PARTY	UNGROUPED						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						

SAMPLE



Senate Ballot Paper
State – Election of 6 Senators



You may vote in one of two ways

Either

Above the line
By numbering at least **6** of these boxes in the order of your choice (with number 1 as your first choice).

A	B	C	D	E	F	G
 <input type="checkbox"/> PARTY	 <input type="checkbox"/> PARTY	  <input type="checkbox"/> PARTY	 <input type="checkbox"/> PARTY	 <input type="checkbox"/> PARTY	  <input type="checkbox"/> PARTY	<input type="checkbox"/>

Or

Below the line
By numbering at least **12** of these boxes in the order of your choice (with number 1 as your first choice).

PARTY	UNGROUPED						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						

SAMPLE



Senate Ballot Paper
State – Election of 6 Senators



You may vote in one of two ways

Either

Above the line

By numbering at least 6 of these boxes in the order of your choice (with number 1 as your first choice).

A	B	C	D	E	F	G
PARTY	PARTY	PARTY	PARTY	PARTY	PARTY	

Or

Below the line

By numbering at least 12 of these boxes in the order of your choice (with number 1 as your first choice).

PARTY	UNGROUPED						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						

SAMPLE



Senate Ballot Paper
State – Election of 6 Senators



You may vote in one of two ways

Either

Above the line

By numbering at least 6 of these boxes in the order of your choice (with number 1 as your first choice).

A	B	C	D	E	F	G
PARTY	PARTY	PARTY	PARTY	PARTY	PARTY	

Or

Below the line

By numbering at least 12 of these boxes in the order of your choice (with number 1 as your first choice).

PARTY	UNGROUPED						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						
<input type="checkbox"/> SURNAME Given Names PARTY	<input type="checkbox"/> SURNAME Given Names INDEPENDENT						

SAMPLE

Slide 41 of 41 conclusion

All Australian citizens aged 18 years and over must enrol and must vote.

Follow the instructions, make sure your vote gets counted.

For more information visit

www.aec.gov.au



- That concludes this topic, and is also the end of this information session.
- I would like to leave you with just three thoughts.
- If you are an Australian Citizen and over 18 years of age, you must enrol and you must vote.
- When you are voting, follow the instructions on the ballot paper and make sure your vote gets counted.
- If you have any questions or want to know more about the things we have heard today, visit the Australian Electoral Commission website.
- *Thank your participants for attending. Direct any questions to the AEC website or information line – 13 23 26.*

Disclaimer

This material is general in nature. It is made available on the understanding that the Commonwealth is not thereby engaged in rendering professional advice.

Before relying on the material in any important matter, users should carefully evaluate its accuracy, currency, completeness and relevance for their purposes, and should obtain any appropriate professional advice relevant to their particular circumstances.

In some cases the material may incorporate or summarise views, guidelines or recommendations of third parties. Such material is assembled in good faith, but does not necessarily reflect the considered views of the Commonwealth, or indicate a commitment to a particular course of action.

Links to other websites are inserted for convenience and do not constitute endorsement of material at those sites, or any associated organisation, product or service.