SOE Software Election Results User Guide

Allegheny County contracts with SOE Software to display County election results in a manner that is transparent and simple for both the general public and those interested in detailed data and analytics. This document contains tips on how to get the most out of the site.

Technology Requirements

SOE Software's Election Results web page works best with the current version of Microsoft Edge, Safari, Chrome, Firefox or the most recent previous version. Using an out-of-date browser to access the Election Results site may result in features not working correctly or missing altogether. Allegheny County recommends everyone use an updated web browser for their own security. In addition, you must allow websites to use cookies to utilize the My Favorite Races functionality of the site. If you save favorites but then subsequently clear out your internet history or use a different computer to view the site, you will need to select those contests again.

Results for Previous Elections

Allegheny County began using SOE Software for election results during the 2016 General Election. Therefore, results for earlier elections are not in the SOE Software format. You can find PDF results reports for earlier elections on Allegheny County's Election Results page (https://www.alleghenycounty.us/Government/Elections/Election-Results).

Glossary

Below are definitions of some terms that are used throughout this guide:

Contest/Race – An election for public office. These two terms are used interchangeably on the SOE Software site; however, Allegheny County generally uses "Contest" as that is the term in the election software that the County uses.

Precinct – One of several districts into which a municipality is divided for voting (some small municipalities have only one precinct). Each precinct contains one polling place. In Allegheny County precinct boundaries are determined by each municipality. In the SOE Software system, the precinct is the smallest level at which data is recorded.

Turnout/Voter Turnout - The percentage of registered voters who cast a ballot in an election. This should not be confused with eligible voters, since not all eligible adults in Allegheny County are registered to vote.

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Site Overview

The SOE Software site allows you to view election results in a number of ways including graphically and on a map of Allegheny County. You can also search the site for a particular candidate, contest, or party; view voter turnout information; and download reports and datasets for further analysis.

The site layout can be broken down into three main sections: the header bar (highlighted in yellow), the content window (highlighted in purple), and the sidebar (highlighted in red).



Layout of SOE Software site

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Header Bar/Main Menu

The header bar (on a desktop)/main menu (on a mobile device) is the main navigation tool of the election results site. In it you will find shortcuts to other sections of the site, as well as the search bar which helps you find exactly which contests or candidates you are looking for. On the desktop, the header bar is automatically displayed. On a mobile device, click the menu button in the top right corner of the screen to display the main menu.



Header bar detail (desktop)



Main menu button (mobile)



Main menu (mobile)

The header bar contains the date of the election the results pertain to as well as the type of election (primary, general, or special). NOTE: Each SOE Software site contains results for a single election. The header bar contains the following functionality:

Search Bar

The Search Bar is a powerful tool on the site. You can search the entire set of election results for any candidate name, contest name, or in the case of municipal elections even a municipality name. To perform a search, click (if using a mouse) or tap (if using a touchscreen) the magnifying glass at the top right of the screen.

Type whatever you wish to search for and the search will begin to show results that pertain to the term you use as you type and then click on a specific result to view further details. Candidate names will not

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appear in results below the search bar the way that contest and municipality names do. However, if you type a candidate name and then hit enter, any contests with a matching name will appear on the Search page.

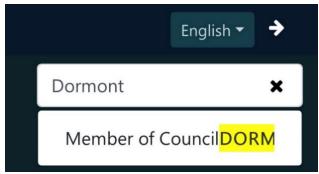
The contests where either the contest name or a candidate name matches your search will appear in the content window below the header bar. To clear out what you typed in the search bar, click or tap the X just to the right of the text. To go back to seeing all results, click or tap the Results tab.



Location of search bar on desktop screen



Location of search bar on mobile screen



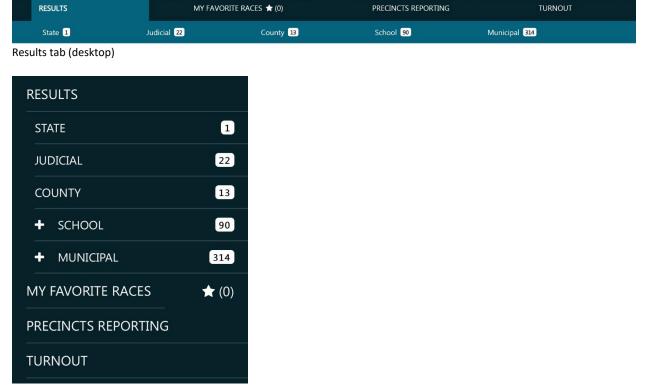
Type in the candidate/contest/municipality you want to search. Click the X to clear text from the Search Bar.

NOTE: The Search Bar will search for candidates and contests that contain text that exactly matches what you type, so if you do not see the results you expected, verify your spelling. Or to widen your search, type less in the Search Bar (for instance if you're looking for a candidate named Smith but are unsure of the first name, just type "Smith" and all candidates with that last name will appear in the search results).

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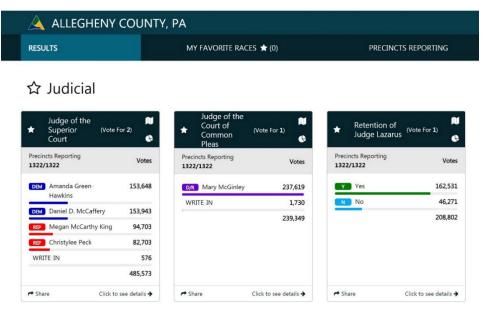
Results

The Results section is the leftmost tab on the desktop menu and the first item on the mobile menu. This section is divided up into broad categories of contests such as Federal, State, County, etc. Depending on the election, some categories may not be listed (for instance in a municipal election there may not be a "Federal" category, and in a presidential election there may not be a "Municipal" category).



Results menu (mobile)

To see all the contests in a category, click or tap the category name. The contests in that category will appear in the content window below the header.

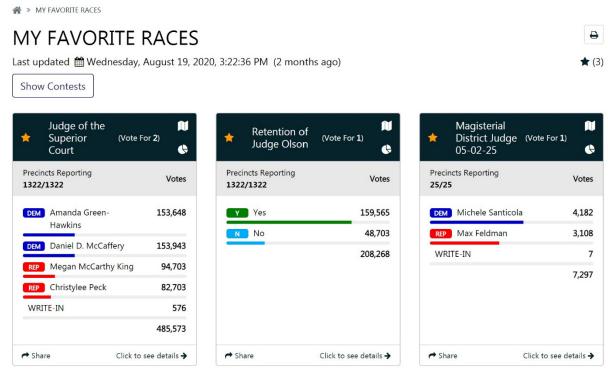


Click/tap on a category to view all the contests in that category

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My Favorite Races

A convenient feature of the SOE Software site is that you can indicate which contests you are most interested in and see all of those in one place. This is done through the My Favorite Races section.



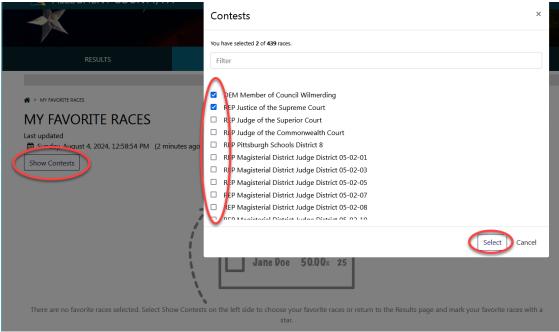
My Favorite Races (desktop)



My Favorite Races (mobile)

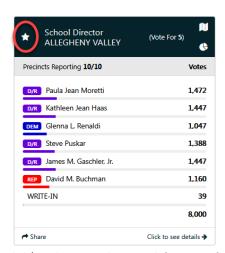
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To select the contests, you are most interested in, click/tap Show Contests on the My Favorite Races tab and then click or tap the contests to add to My Favorite Races



Click/Tap Show Contests to select your favorite contests

Or return to the Results tab where every contest tile has a star in the upper left corner. Clicking/tapping on the star for a contest turns the star yellow and adds the contest to the My Favorite Races section of the site. Clicking/tapping on the star again will turn it white and remove the contest from the My Favorite Races section.



Click/tap the star in the upper left corner of a contest to select it as a favorite

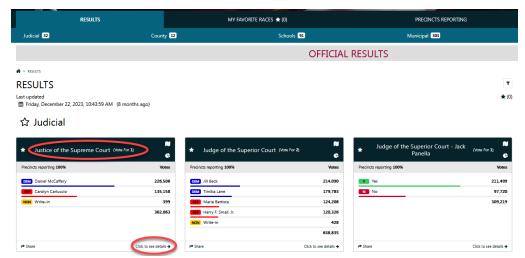
Once you have selected your favorite races, click/tap on My Favorite Races and any contests you have selected will be displayed.

NOTE: You must allow websites to use cookies to utilize the My Favorite Races functionality of the site. If you save favorites but then subsequently clear out your internet history or use a different computer to view the site, you will need to select those contests again.

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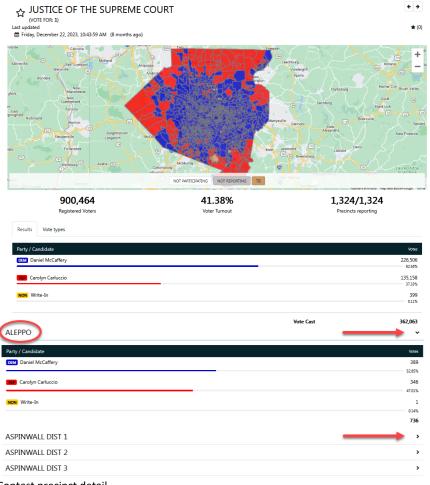
Contest Detail

View details for a contest by clicking/tapping the contest title or the bottom right details link to display precinct and vote type details for the contest.



Click/tap a contest for detailed contest results

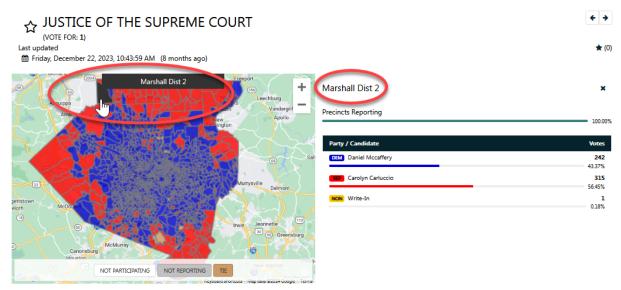
On the contest detail page, the county precinct map is displayed. Below the map the contest summary and precinct breakdown are shown. Click/tap the arrow beside the precinct to show the details specific to that precinct.



Contest precinct detail

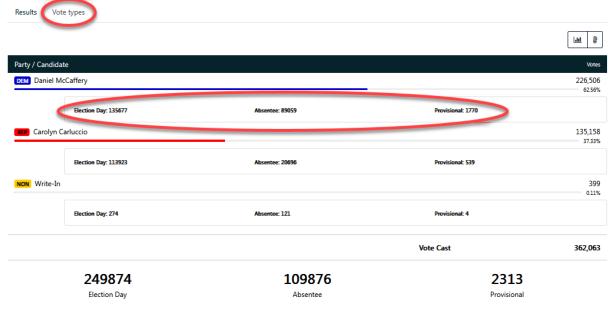
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Additionally, when clicking/tapping a precinct on the map, results from the selected precinct will appear to the right of the map.



Contest precinct map detail

Results by Vote Type are available by clicking/tapping on the Vote Types heading. Each candidate is displayed with the votes from each reporting group.

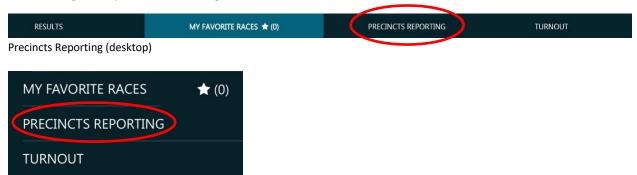


Contest vote type detail

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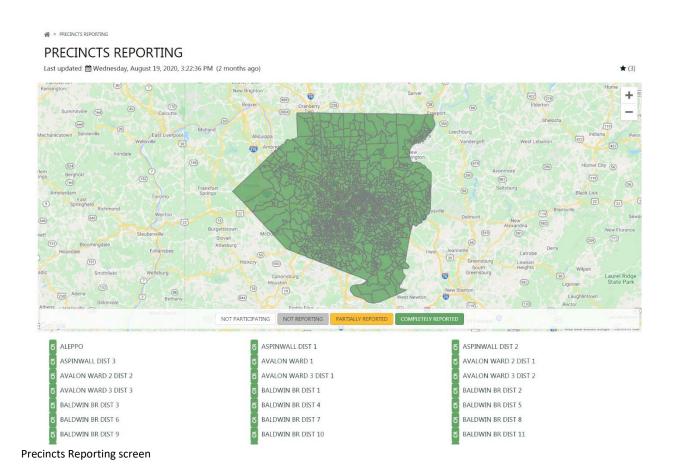
Precincts Reporting

Precincts Reporting allows you to view the precinct reporting status per precinct. Clicking/tapping on Precincts Reporting will open a map of Allegheny County voting precincts that are color-coded by the precincts reporting status. Precincts whose results are partially reported will appear on the map in yellow, precincts completely reporting will appear green, while precincts whose results have not yet been reported appear gray. Precincts shaded white are not participating in the current election. After election night, all precincts will be green.



Precincts Reporting (mobile devices)

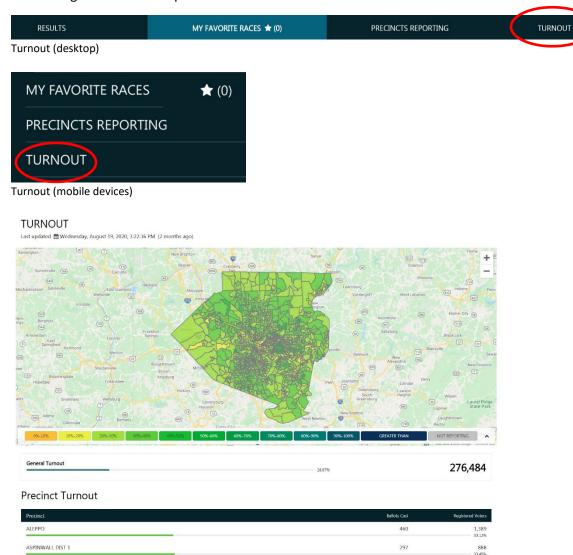
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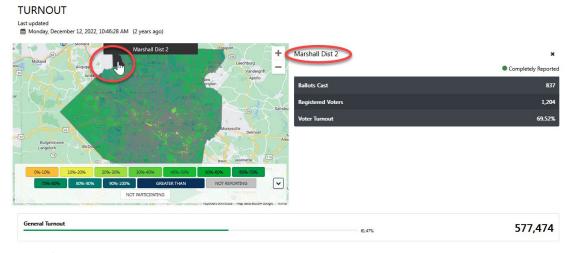
Turnout

Turnout allows you to view voter turnout information per precinct. Clicking/tapping on Turnout will open a map of Allegheny County voting precincts that are color-coded by turnout percentage (there is a legend to indicate what the colors mean). You can select a precinct (if using a desktop) or tap a precinct (if using a mobile device) to view individual turnout information for that precinct. You can also zoom in or out on the map using the +/- controls (or your fingers if using a touchscreen). The list of precincts and their turnout percentages are also listed underneath the map if you are not sure where the precinct you are looking for is on the map.



Main turnout screen

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Turnout by precinct map

Sidebar

The Sidebar is on the right of the SOE Software site and contains a number of "widgets" which allow you to view short news items and links, turnout and precincts reporting information, and download reports and detailed data.

Latest News Widget

The Latest News Widget allows Allegheny County elections staff to post news and other information about election results. Typically, this will include items such as when the results will begin to be posted on election night, when the final results are posted, and links to additional information such as Election Experience Reports. Clicking on the "see more" link will show the full news item.



Latest News Widget

Precincts Reporting Widget

The Precincts Reporting Widget allows you to see the percentage of precincts reporting on election night at a glance (after election night this figure will be 100%). Clicking on the "See Precincts Reporting" link at the bottom of the graph will bring up the Precincts Reporting page as described on Page 10 of this document. You can select from one of three different chart views — Donut, Pie, or Bar.



Precincts Reporting Widget

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Voter Turnout Widget

The Voter Turnout Widget allows you to view voter turnout information at a glance. It shows the number of ballots cast as well as the total number of registered voters, and the voter turnout percentage.

NOTE: For primary elections, this widget will only show the total ballots cast. It is not broken down by party. Detailed voter turnout by party information is compiled separately by County elections staff and may be posted as a news item in primary elections.

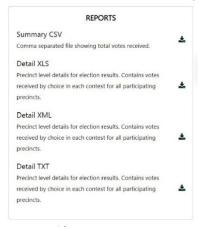


Voter Turnout Widget

Reports Widget

The Reports Widget allows you to download either summary or detailed results information in several formats. Click the arrow icon on the right of the report type to download the report. The reports available are:

- Summary CSV A summary report in Comma-Separated Values (CSV) format. This report
 includes a summary of each contest in a format that is easy to import into a spreadsheet or
 database program. It does not include precinct-level or vote-type-level results.
- 2. Detail XLS An Excel spreadsheet that contains detailed, precinct-level information about each contest as well as registered voter information. The first tab of the spreadsheet is a listing of all the contests along with numbers that correspond to subsequent tabs in the spreadsheet (for example Page 3 is the tab labeled "3"). Each subsequent tab has precinct-level information about voter turnout and how many votes each candidate received. NOTE: This spreadsheet is not designed to be imported into another program such as a database. It is meant to allow you to do analysis in the spreadsheet itself.
- Detail XML A detailed listing of vote totals by precinct in Extensible Markup Language (XML).
 This report includes the results of each contest per precinct and vote type and is suitable for importing into another application such as Excel or a database.
- 4. Detail TXT A text file containing detailed vote totals by precinct. This report includes the results of each contest per precinct and vote type.



Reports Widget

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