



Map the Vote

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## Map the Vote - User Guide

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FEDD Support Team

version 1.0

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**Note:** All addresses in this document are fictional and only used to illustrate the procedures.

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## Introduction

The goal for your volunteer work is to find unregistered voters within the state of Texas and send them a postage-paid voter registration form. This action provides each potential Texas voter the opportunity to register by mail in the Texas county where they live. To accomplish this task, you use an Internet browser and work with two Internet websites.

**Note:** All the [https:// links](#) in this user guide are active. Just click with the mouse to open a browser window for the link.

## Map the Vote – YouTube Video

**Alternative Information:** The Dallas County Democratic Party has a 30-minute YouTube video that shows most of these procedure steps: [Map the Vote Training](#)

## Internet Websites to Use

You use a website to display the addresses of unregistered voters and another to request that the Texas Secretary of State *mail a* postage-paid, voter registration form to a potential voter.

- Seeing unregistered voters on a map (*Map the Vote*)  
<https://mapthe.vote/map>
- Fill in the *Secretary of State - Request for Postage-Paid Voter Registration Form*  
<https://webservices.sos.state.tx.us/vrrequest/index.asp>

## Setting up Your Internet Browser Windows

To start sending forms to unregistered voters, you start by using one of the popular browsers for Windows or a Mac. If you don't have a browser installed on your computer, [Table 1](#) shows you where you can obtain the browser software.

### Internet Browsers to Use

The two websites are compatible with these browsers:

- Safari (Mac)
- Google Chrome
- Firefox
- Microsoft Edge
- Internet Explorer

**Note:** Later versions of this document will describe any significant differences in using specific browser software.

You can download a browser for your computer (Window or Mac) from these Internet sites.

**Table 1: Where to Download Internet Browsers**

Browser	Internet Site
Safari	Comes pre-installed on Macs. However, you may need to update your browser to use the latest features. <a href="https://support.apple.com/en-us/HT201541">https://support.apple.com/en-us/HT201541</a>
Google Chrome	<a href="https://www.google.com/chrome/">https://www.google.com/chrome/</a>
Firefox	<a href="https://www.mozilla.org/en-US/firefox/new/">https://www.mozilla.org/en-US/firefox/new/</a>
Microsoft Edge	<a href="https://www.microsoft.com/en-us/edge/business/download">https://www.microsoft.com/en-us/edge/business/download</a>

Browser	Internet Site
Internet Explorer	<ul style="list-style-type: none"> <li>(32-Bit) <a href="https://www.microsoft.com/en-us/download/details.aspx?id=40907">https://www.microsoft.com/en-us/download/details.aspx?id=40907</a></li> <li>(64-Bit) <a href="https://www.microsoft.com/en-us/download/details.aspx?id=41628">https://www.microsoft.com/en-us/download/details.aspx?id=41628</a></li> </ul>

**Note:** The procedures in this document use Microsoft Edge. The steps to perform procedures in your browser and the browser's appearance in the pictures should be similar.

### Procedure: Set up your Internet Browser

1. Start your installed browser or download web browser software from the Internet. Perform a Google search if you need assistance installing the browser on your computer.
2. Create a second tab for your browser window. Right-click the browser tab, select the **Duplicate tab** command.
3. On the second tab, right-click the mouse, select the **Move tab to another window**, select the **New window** destination.
4. In the Map window, type or paste the Map the Vote address - <https://mapthe.vote/map>
5. In the Form window, type or paste the Texas Secretary of State request site - <https://webservices.sos.state.tx.us/vrrequest/index.asp>
6. Use your mouse to re-size the windows so they sit side-by-side on your screen ([Figure 4](#)).

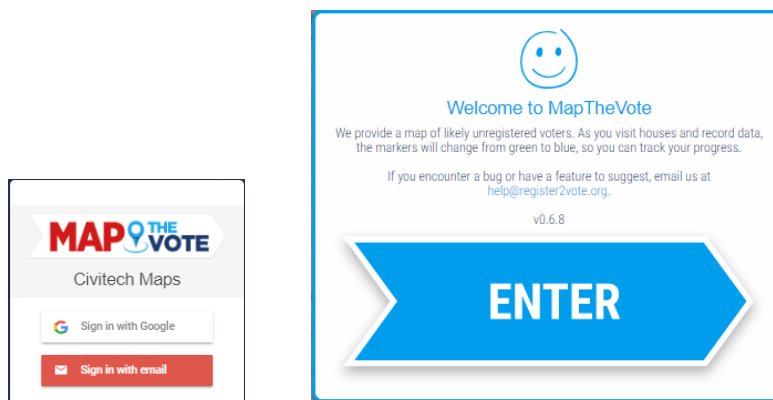
### Display Map of Unregistered Voters

MapTheVote is a project of the 501c3 non-profit [Register2Vote](#). MapTheVote aggregates publicly available data and determines locations likely to have unregistered, eligible voters. The map helps coordinate and improve voter registration for the country. It was built primarily by volunteers from many organizations and is funded by Register2Vote.

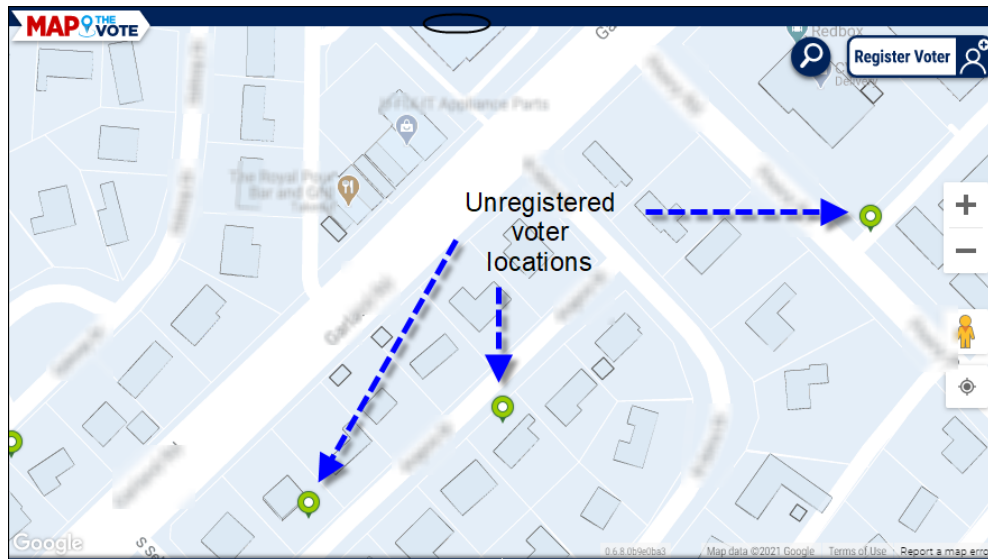
### Procedure: Display map of unregistered voters

1. In the Map window, type or paste the Map the Vote URL into the browser address: <https://mapthe.vote/map>
2. If this is your first time, you may need to login with your Google account or use your email address.
3. Once done, the **Welcome** page displays when you access the map area of the website.

**Figure 1: Login and Welcome page for Map the Vote users**



4. Click **Enter** to display a Google map of unregistered voters near your location (pulsating blue dot).

**Figure 2: Map the Vote – Unregistered voter addresses**

**Note:** Text on this map is blurred to preserve privacy of individual addresses.

### Display Form to Request Voter Registration Form

In a Form window, display the Texas Secretary of State voter registration request form:

<https://webservices.sos.state.tx.us/vrrequest/index.asp>

**Figure 3: Texas Voter Registration Request Form**

**Texas Secretary of State**  
Ruth R. Hughs

Main Site News Site Index Help Contacts

### Request for Postage-Paid Voter Registration Form

Please send  Voter Registration Applications to:

First Name:

Last Name:

Address:

City:

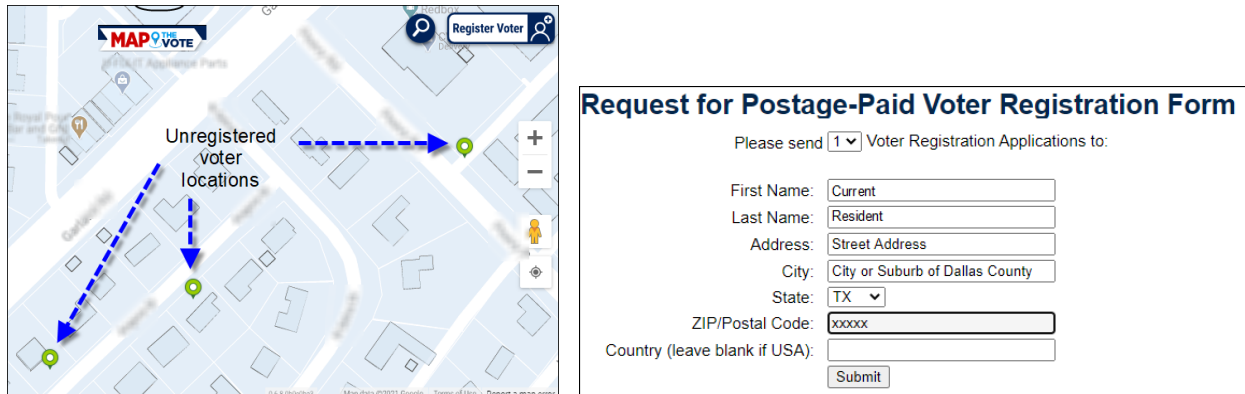
State:

ZIP/Postal Code:

Country (leave blank if USA):

Your computer monitor should resemble this picture once you resize the two browser windows.  
(Different browsers have minor display differences.)

**Figure 4: Displaying the Map and Form websites side-by-side**



## Sending Voter Registration Forms to a Single Residence

Once you have your browser windows set up, you can quickly send requests for several single-family residences in the same area (ZIP Code). To accomplish this, we fill out every field in the Postage-Paid Voter Registration form except the **Address** and the **Country**.

### **Procedure: Create filled-in form for several residences**

1. Display the address for a single residence (Green location dot) in the second window by clicking with your mouse.
2. Create form to cover multiple residences in the same ZIP Code:
  - a. Select **2** Voter Registration Applications.
  - b. Type **Current** in **First Name** and **Resident** in the **Last Name** fields.
  - c. Leave **Address** field blank.
  - d. Type **Dallas** (or city you are canvassing) for the **City** field.
  - e. Type the 5-digit ZIP Code that covers this area in the **Zip Postal Code** field.
 The form should look like this Figure five.

**Figure 5: Form to duplicate residence addresses in same ZIP Code**

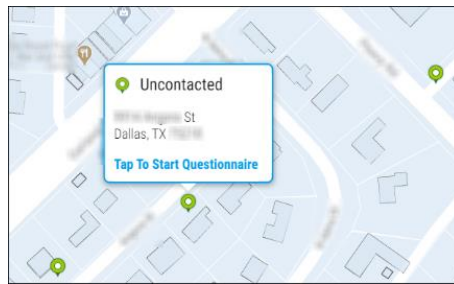
3. Duplicate the browser tab by right-clicking the tab above and selecting the **Duplicate tab** command. Press **[Ctrl]+[Shift]+[K]** to do this with the keyboard.  
Repeat this action to cover the number of green locations in the area.  
Make as many duplicate tabs as needed.

Once you duplicate multiple dialog tabs, your Form window will look similar to [Figure 6](#):

**Figure 6: Duplicate tabs in browser window**

Multiple browser tabs are open at the top of the window. The active tab shows the URL <https://webservices.sos.state.tx.us/vrrequest/index.asp>. The page header features the Texas Secretary of State logo and name, Ruth R. Hughs. Below the header is a navigation menu with links: Main Site, News, Site Index, Help, and Contacts. The main content area is titled "Request for Postage-Paid Voter Registration Form". It contains a dropdown menu labeled "Please send [2] Voter Registration Applications to:" with a downward arrow. Below this are input fields for: First Name (Current), Last Name (Resident), Address (1811 N. Hughes St), City (Dallas), State (TX), ZIP/Postal Code (75201), and Country (leave blank if USA). A Submit button is at the bottom.

- Click a Green location mark in the Map window to display the street address.

**Figure 7: Uncontacted voter's street address**

- Type street address into the **Address** field of the Form window.

**Figure 8: Form ready to submit to Texas Secretary of State**

This is a duplicate of the form shown in Figure 6. It is the "Request for Postage-Paid Voter Registration Form" from the Texas Secretary of State. The form is filled out with the following information: First Name: Current, Last Name: Resident, Address: 1811 N. Hughes St, City: Dallas, State: TX, ZIP/Postal Code: 75201, and Country: (blank). The Submit button is at the bottom.

- Click **Submit**. Click **Confirm** if address is correct. Click **Cancel** when you have to correct the **Address** field.

**Figure 9: Check for correct address before sending**

The image shows a confirmation dialog box with a red header that reads: "Please review entry. If everything is correct click Confirm - otherwise, click Cancel". Below the header, the following information is displayed: Number of forms requested: 2, Name: Current Resident, Address: 1811 N. Hughes St, and City/State/ZIP-Postal Code/Country: Dallas, TX 75201. At the bottom are two buttons: Confirm and Cancel.

- Delete the dialog tab using the **X** in the tab above. You no longer need this address.

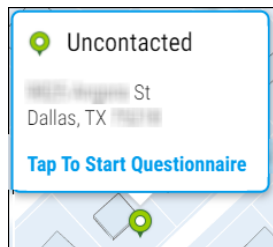
**Caution:** Avoid clicking the **Do Another** (deletes all contents of the fields) and the **Return to Elections site** buttons.

**Figure 10: Deleting the form tab just used (after submitting)**



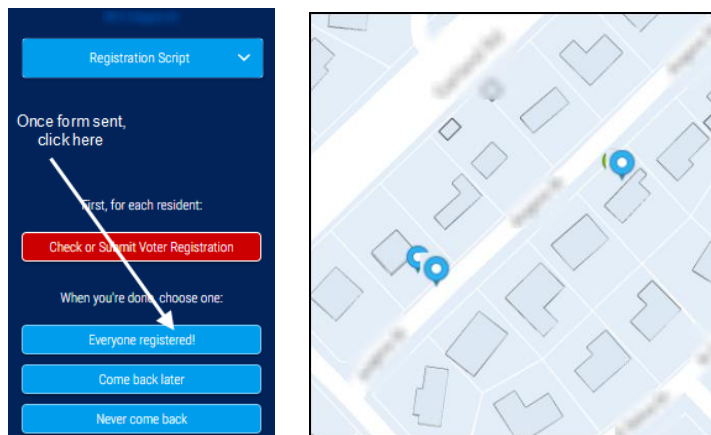
8. Click **Tap to Start Questionnaire** in the Map window pop-up.

**Figure 11: Mark a residence as completed**



9. When you have finished, click **Everyone registered!** The green location mark changes color to Blue.


**Figure 12: Specify this residence is done**



10. Repeat step four through step nine for each remaining green location mark in the Map window.

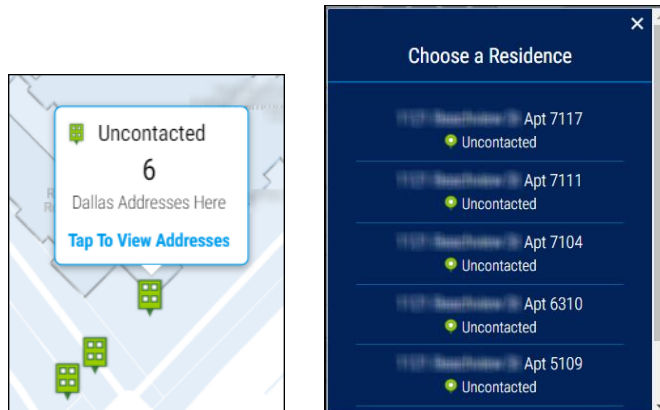
Using this procedure, you can quickly cover a large number of single-family residences.

## Sending Multiple Apartments Voter Registration Forms

When you see this green indicator , the map is describing an apartment complex with several unregistered individuals.

1. Click the square, green location mark to display the number of unregistered voters at this apartment. Click **Tap to View Addresses** to display the list of apartments.

**Figure 13: Apartment complex with several unregistered individuals**



2. Create form to cover multiple apartments at same address
  - a. Select **2** Voter Registration Applications.
  - b. Type Current for the **First Name** and Resident for the **Last Name**.
  - c. Type the street **Address** listed and the word "APT ". Leave apartment number blank.
  - d. Type in City, 5-digit ZIP Code, and select TX as the **State**.

**Figure 14: Form to use for several apartments at the same address**

**Request for Postage-Paid Voter Registration Form**

Please send  Voter Registration Applications to:

First Name:

Last Name:

Address:

City:

State:

ZIP/Postal Code:

Country (leave blank if USA):

3. Duplicate the browser tab by right-clicking the tab above and selecting the **Duplicate tab** command. Press **[Ctrl]+ [Shift]+ [K]** to do this with the keyboard. Make as many duplicate tabs as needed.
4. Type the first apartment number into the **Address** field of the Form window
5. Click **Submit**. Click **Confirm** if address is correct. Click **Cancel** when you have to correct the **Address** field.

**Figure 15: Confirm address for this single apartment**

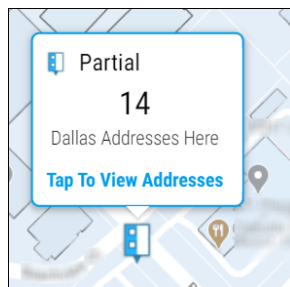
**Please review entry. If everything is correct click Confirm - otherwise, click Cancel**

Number of forms requested: 2  
 Name: Current Resident  
 Address: 1234 Apartment Ave APT 999  
 City/State/ZIP-Postal Code/Country: Dallas, TX

6. Delete the dialog tab using the **X** in the tab above. You no longer need this address.
7. Repeat step four through step six for each of the remaining apartments.
8. When finished, click the first apartment number listed for this address. Click **Everyone registered!**

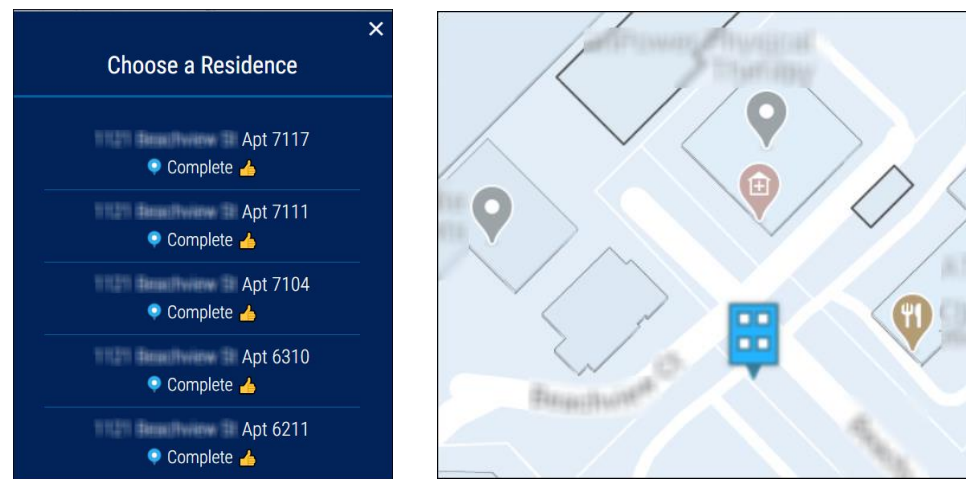
**Figure 16: Mark the first apartment number**

9. The green apartment symbol changes to a **Partial** blue apartment indicator.

**Figure 17: Partial apartment indicator**

**(Optional Step): Explicitly Mark All Apartments as Complete**

While the Partial apartment indicator may *imply* that the apartment complex is done, another user, say in another part of Texas, might interpret this location as only partially done. Repeat step eight in the previous procedure to mark each apartment as complete.



## Frequently Asked Questions

Questions and answers are from the Map the Vote website ([Map The Vote FAQ](#)).

### How does MapTheVote work? Where do you get your data?

Using publicly available data we have identified potential unregistered residents or those registered at the wrong address across the country. We've turned this information into an interactive map to help guide you to find those closest to you. We've made our process transparent and traceable so everyone can see their impact daily—from contact to registration.

### How long does it take?

Contacting unregistered residents happens as fast as you can get to them. When you use our registration by mail map, the changes are reflected in approximately 24 hours. We don't change any by-mail registrants' registration status until our servers receive confirmation from the resident's county voting authority.

When you use MapTheVote, and you help a voter fill out our registration form, that voter's Address Marker turns blue on the map. If we don't see that voter's registration status updated by their county within 30 days (and sometimes a shorter interval as deadlines approach), we switch their Address Marker back to green.

### How accurate is the MapTheVote? What does it cost?

Sometimes a person is ineligible to be registered due to citizenship, or felony probation status. Sometimes a location contains no eligible adults because it is a rental property, second home, vacant, or has been converted to a commercial property. However, the most common case is that an eligible, unregistered adult lives at the address, and a friendly neighbor can spend 5 minutes helping them to register to vote. Volunteers use this map to know where to go and to work together to register as many voters as possible. And it is completely free to use.

### My group wants to get voters registered through Register2Vote!

Register2Vote! works with 501c3s, 501c4s, candidates, governments, and anyone else who wants to use our technology to get registered or to help other people register to vote. Our philosophy is very simple: We think it should be easier to vote, and we are glad to support anyone who is helping others participate in the democratic process. You can legally use our tools no matter your organization status, and are welcome to do so as long as you are not engaging in any fraudulent, illicit, or malicious behaviors toward other people.

### Does MapTheVote comply with my state's civil rights and voter protection laws?

Yes, they do. Both Register2Vote and MapTheVote were created with voter protection first in mind. Everything we do goes through our legal team to ensure that we are fully complying with the law, and we work closely with local officials to make certain that we are helping everyone involved. Our interest is to use technology to improve flawed systems and to empower civic organizations.

### I'm concerned about data privacy. Will any sensitive data be shared with any government entity or outside organization?

No. Register2Vote! takes data privacy very seriously and adheres strictly to our privacy policy, which is publicly viewable at all times on our website. We believe in individual data privacy and support data protections. We are the opposite of tech platforms in the for-profit space that were designed to collect as much user information as possible and then share it indiscriminately with third-party developers. The data that Register2Vote collects is used only to help people register and vote. We support the rights of organizations who collect this data to have access to it for their own reporting requirements and best practices, so we work with partner organizations to share pieces of that information when appropriate and authorized by those being registered.

It should be noted that much of the information that a user would enter into the Register2Vote form is required by state and local governments in order to be registered, and that most of that information is public.

### I'm concerned about cybersecurity. Is this safe to use?

We take cybersecurity and data privacy very seriously. We have a cybersecurity expert and a former Special Operations leader working on our development team, and we use commercial grade protection to secure our databases. We carefully follow top security protocols to protect users' civil rights online, and we are constantly upgrading our security posture as information fiduciaries.

## Resources to Determine Correct Addresses

Find parts of an address that are missing

- <https://tools.usps.com/zip-code-lookup.htm?byaddress>
- <https://tools.usps.com/zip-code-lookup.htm?bycitystate>
- <https://tools.usps.com/zip-code-lookup.htm?citybyzipcode>

Website describing street address suffixes used by United States Postal Service

- [https://pe.usps.com/text/pub28/28apc\\_002.htm](https://pe.usps.com/text/pub28/28apc_002.htm)