

## TigerLink Elections and Polls Guide

As a student organization leader, you can use TigerLink to manage your organization's elections.

1. Log into [tigerlink.fhsu.edu](http://tigerlink.fhsu.edu) using your TigerTracks username and password.
2. Go to the Elections page on your organization's TigerLink page.

Elections

3. Click the "Create Election" button.

+ CREATE ELECTION

4. Identify the Name of the election, if it should include instructions, and any additional instructions that should be included.
5. Indicate if the election should be active and the date range you'd like the election to be available during.

\*\* Once the election is set to Active and it falls within the date range, a prompt will display on the main page of your community or organization-specific site for eligible users to vote. \*\*

6. Indicate if the election is for Members Only.
7. Click "Save".

**You can create as many ballots as needed. Each ballot can be accessible to the general user population or any number of the eligibility lists. A user will see each ballot they are designated to see.**

8. Click "Create Ballot".

+ CREATE BALLOT

9. Enter the name of the ballot.
10. Indicate if this ballot should be available to all users by clicking on Enable or Disable in the "Form Properties" within the ballot.

Enable

Disable



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For additional tips visit [www.fhsu.edu/tigerlink](http://www.fhsu.edu/tigerlink) or contact the Center for Student Involvement at 785-628-4664 or at [csi@fhsu.edu](mailto:csi@fhsu.edu)

11. Click "Save" when all access has been identified.
12. Click "Ballots" when you have created all of the questions for this ballot.  
Confirm action.
13. Repeat steps 8-12 for each ballot needed.



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