

Captain's Refresher Toolkit

Welcome back to the Election Protection Hotline! Returning after a little while away? Please see the resources below to help re-familiarize yourself so you are prepared to help volunteers during election season!¹

- [Refresher Video](#) (26 min)
- [Captains Guide](#)
- [Captain's Chat Tips](#)
- [NewVL Reference Guide](#)
- **Live Orientations:**
 - a. Monday: 12:30 - 1:30 ET ([Register Here](#))
 - b. Thursday: 5:30 - 6:30 ET ([Register Here](#))

Important Tips

Login / Access	Login through electionprotection.okta.com login access starts the day before your shift. Please do not try to login earlier, you won't be able to and will run into password issues later.
Starting your shift	<ul style="list-style-type: none">• Divide responsibilities between your co-captains• Review the captain's log (the password for Captains Home is 2024Captains)• Greet volunteers as they arrive and confirm they have signed the code of conduct
Giving Guidance	<ul style="list-style-type: none">• Be present and responsive for volunteers• Responses do not have to be answers, but all volunteers should quickly get a response to their question.
How do I...	Click "How Do I" on the top menu of the EP Legal guidance platform for quick technical guides.
Tech Problems	Log in issues: email epcaptain@lawyerscommittee.org . On the hotline: Use the Tech FAQ (under guides in the top menu) then ask in the tech chat.
Questions?	When in doubt - ask your lead, they are there to support you.

¹This refresher toolkit is designed for returning captains who already completed the required on-demand training.