

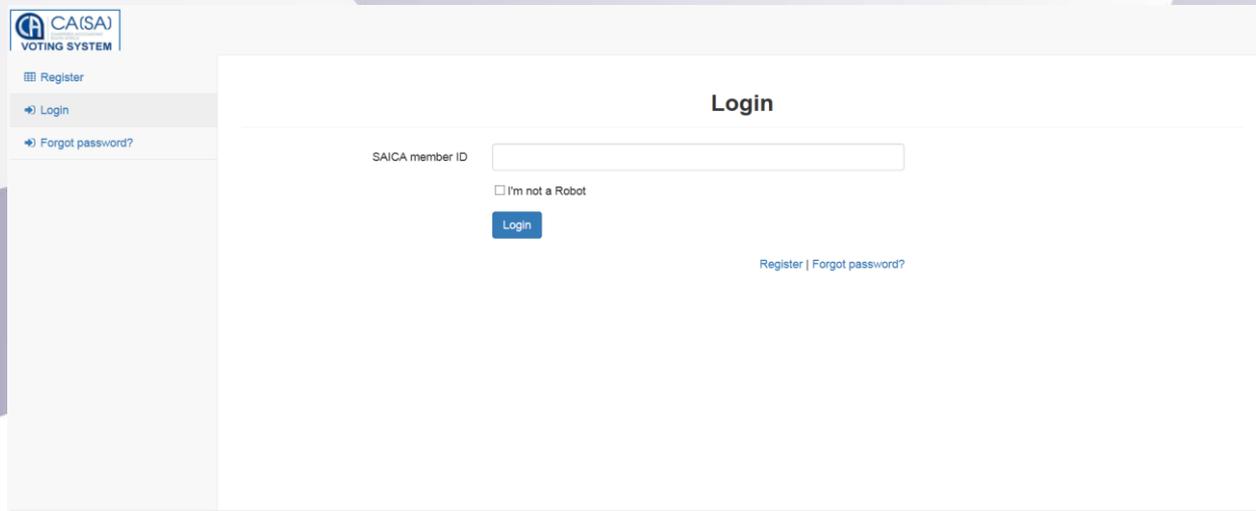
# Special General Meeting

E-Voting and Webcast Guidelines  
(on-the-day activities)

2018

# Logging On

- Click on the following URL - <https://www.saicasgm.co.za>
- Type in your SAICA member ID.
- Tick the “I am not a robot” checkbox.
- Click on Login.
- A message informing you of an OTP will be displayed



The screenshot shows the SAICA Voting System interface. On the left, there is a navigation menu with the SAICA logo and the text 'VOTING SYSTEM'. The menu items are 'Register', 'Login', and 'Forgot password?'. The 'Login' item is highlighted. The main content area is titled 'Login' and contains a form with the following elements: a label 'SAICA member ID' followed by a text input field, a checkbox labeled 'I'm not a Robot', a blue 'Login' button, and links for 'Register' and 'Forgot password?' at the bottom right.

**NOTE** This process is applicable for logging in, both for proxy and on-the-day voting.

- Enter your OTP received via SMS.
- Tick the “I am not a robot” checkbox.
- Click on Login

CA(SA)  
VOTING SYSTEM

Register

Login

Forgot password?

## Login

Check your (082 000 0000) phone for the OTP

Enter OTP

I'm not a Robot

Login

[Register](#) | [Forgot password?](#)

# On-the-Day-Voting

- You will be redirected to the main voting page.



Dashboard

Own Voting

Discretionary Voting

Logout

## Special General Meeting

Vote on all resolutions

#	Resolution	For	Against	Abstain
1	Approve financial statement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	New Logo and Website development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	Hire 2 more Administrators	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	New over-time rates	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	Free cellphones for staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Submit

- Click on the Own Voting menu item.
- Complete your vote, per resolution.
- Click on Submit.
- Click on the Discretionary Voting menu option.
- If you have any votes allocated to you, allocate them per resolution.
- Click on Submit.

**NOTE** Once you have voted, you will not be able to change your vote or vote again.

# Webcast screen

- Click on the following URL - <https://www.saicasgm.co.za>
- Carry out the steps set out in [Logging On](#) section of this document to log on.
- Once you have logged on, you will be taken to the Dashboard page, including the webcast screen.

### Webcast Prerequisites

The general requirements to view the webcast are as follows:

- Microsoft Windows PC, Apple Mac, Apple Mobile device or Android Mobile device
- An Internet browser: Google Chrome, Internet Explorer 9 or newer Safari or Firefox
- Adobe Flash Player
- Sound card and speakers or headphones
- An Internet connection. If you are viewing through a corporate / LAN connection please ensure that your organisation allows for streaming through their firewall



Dashboard

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## Special General Meeting



Voting status

Voting is currently OPEN

[Click here to vote](#)

# Logging Off

- Click on the Logout menu option.