Standard Operating Procedures (SoPs)

Activity: Log into VC through Internet for States/Districts

Responsible: Information Technology Division (Data Manager / Data Entry Operator)
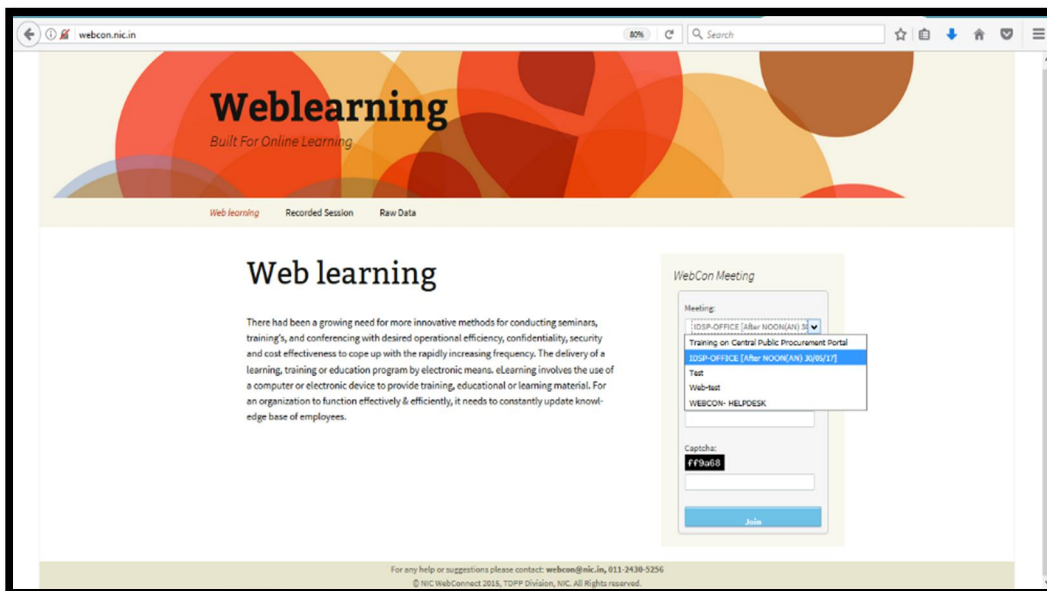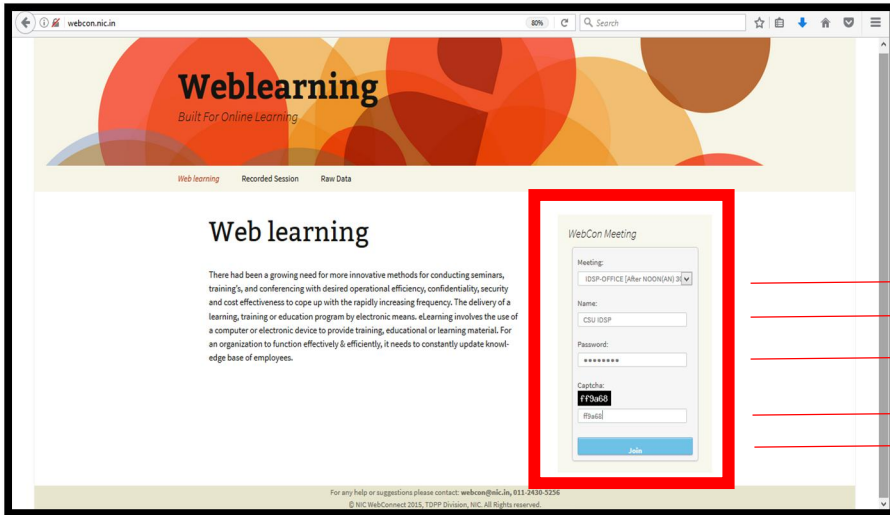
Description:

Minimum System requirement:

1. **Operating System Supported :** Linux, Windows, MAC, iPAD, Android OS
2. **Supported Browser**: Firefox, and Google Chrome.
3. **Flash Player (http://get.adobe.com/flashplayer/otherversions/)**
4. **Java Run Time Environment**
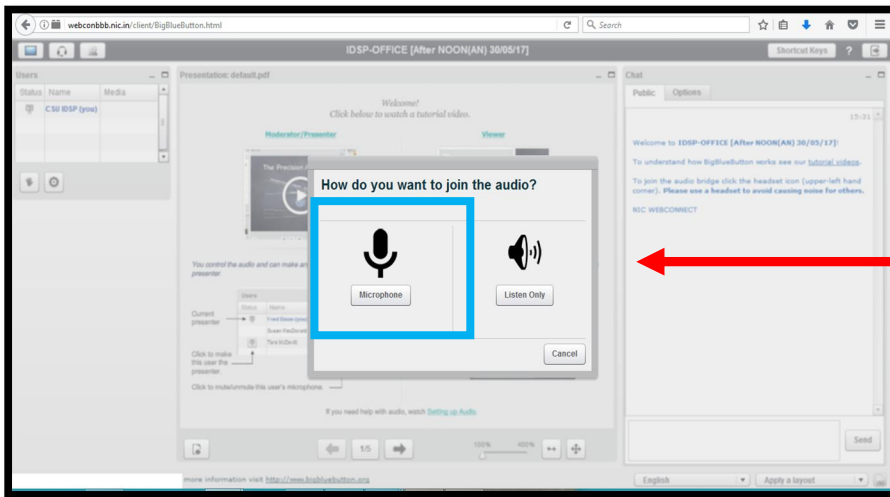5. **Head phone**
6. **Web camera**

State / District Level

- Log into www.webcon.nic.in.
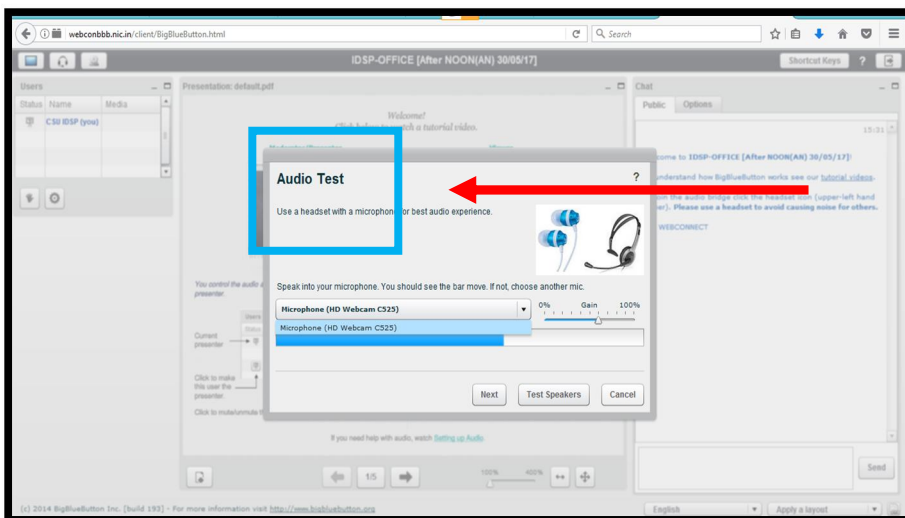- Select "IDSP-Office" meeting name from the drop down menu

Meeting Name
State/District Name
Password
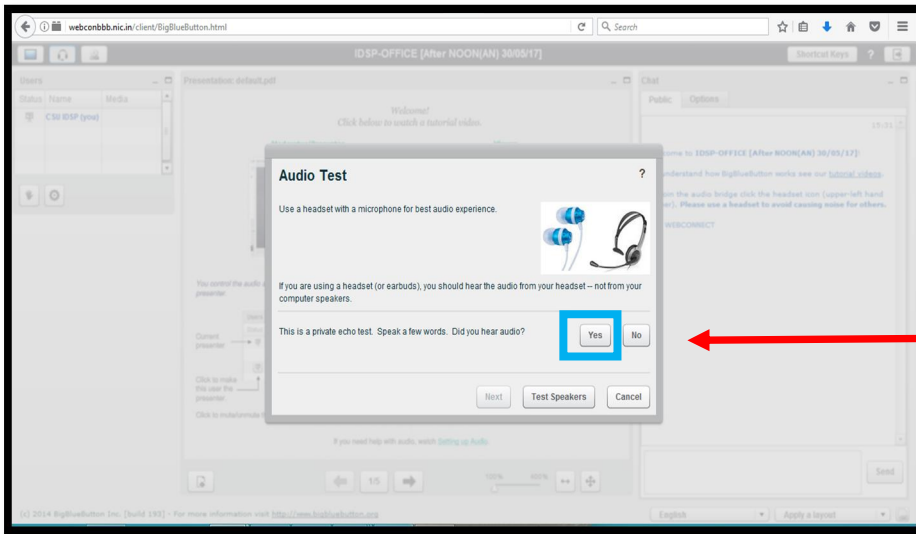**Captcha**
Join

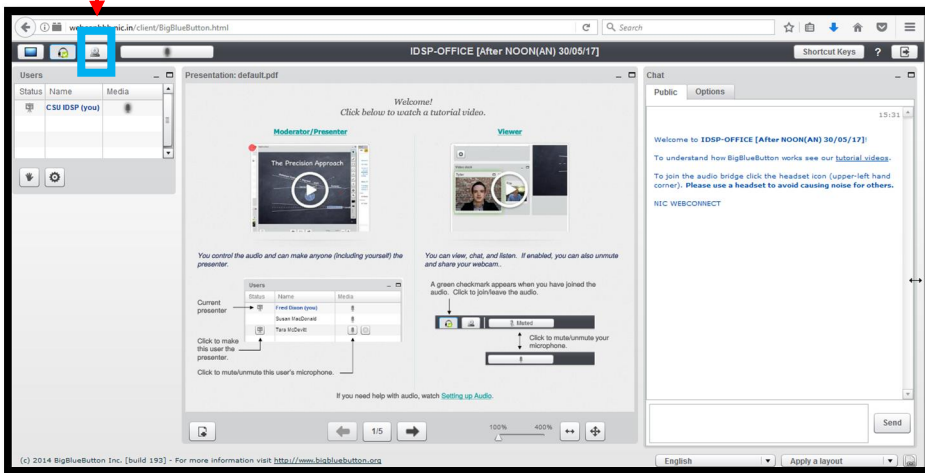**Password: demo123 (standard for all units)**

Select Microphone for audio testing

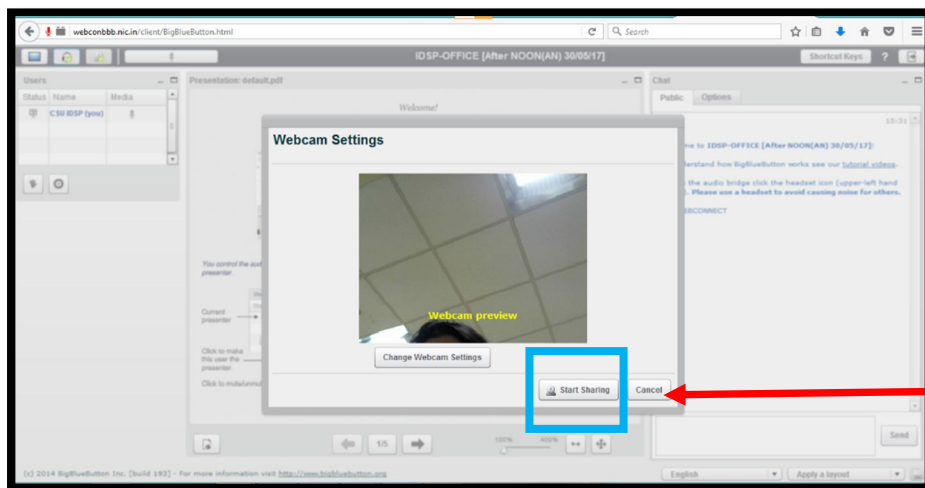**Click on "Test Speakers" to test if speakers are working properly with proper volume controls and click" NEXT"**

For help, suggestion and queries email: idsp-cit@nic.in , 011-23935532

Voice test now by speaking in the connected microphon*e "one will hear one's own voice upon speaking"*, then click "YES"

Click on the camera icon for video capturing

Webcam setting will open; Face position the camera and click "Start sharing"

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