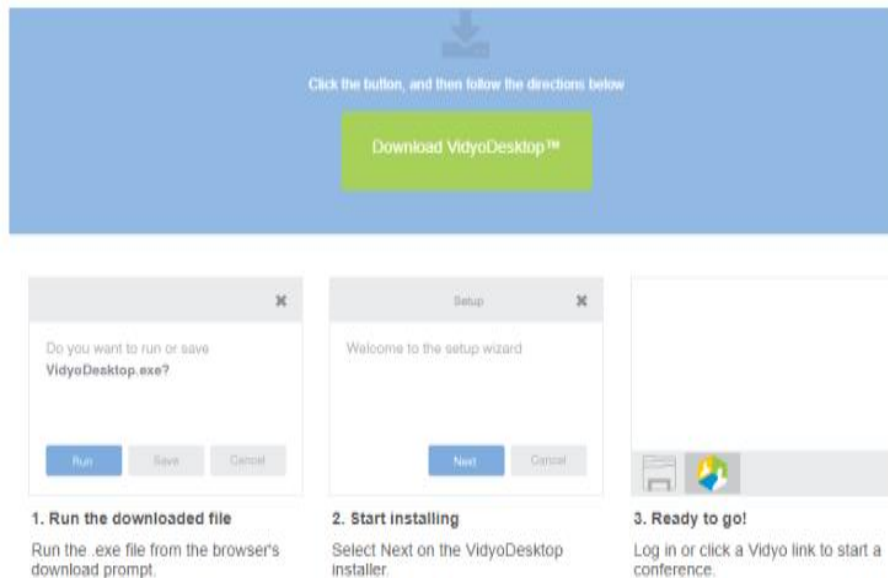


## USER MANUAL FOR VIDYO

- 1 Please download Vidyo software for Computer/Laptop or Android Smartphone from <https://ecourtvc.nic.in/download.html?lang=en#>. For iPhone, it can be downloaded from <https://apps.apple.com/in/app/vidyoconnect/id1103823278>.
- 2 Click on "**Download VidyoDesktop**" (Picture No.1) or "**Download VidyoMobile**" (Picture No.2) to download Vidyo for the Computer/Laptop and Android Smartphone respectively and follow the on-screen instructions to install.

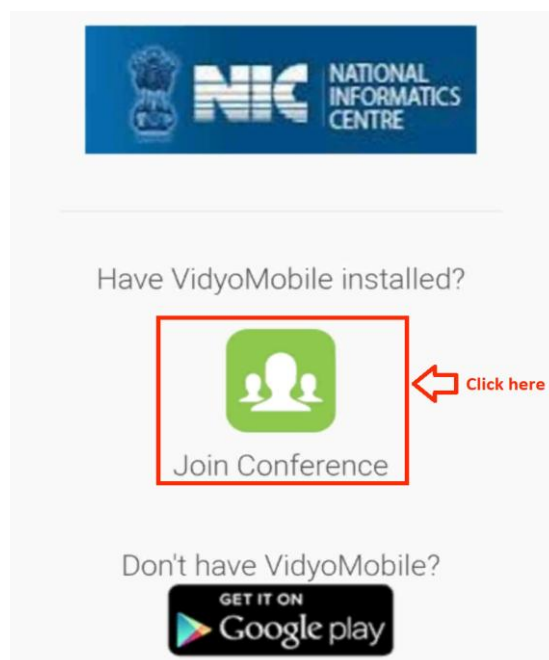
Picture No.1

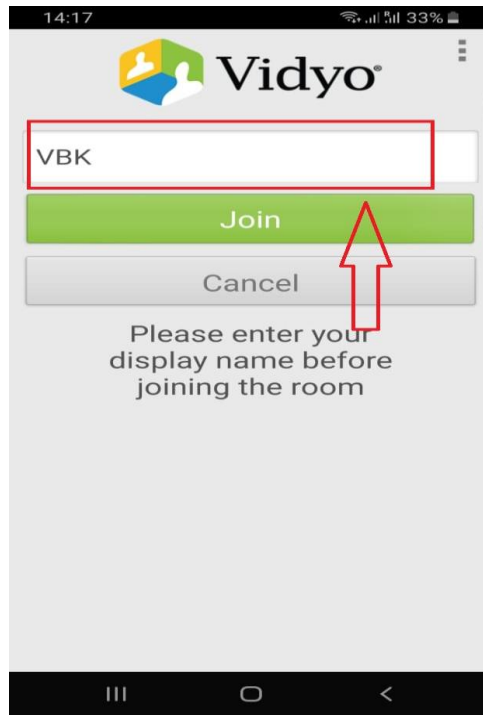


**Picture No.2:**

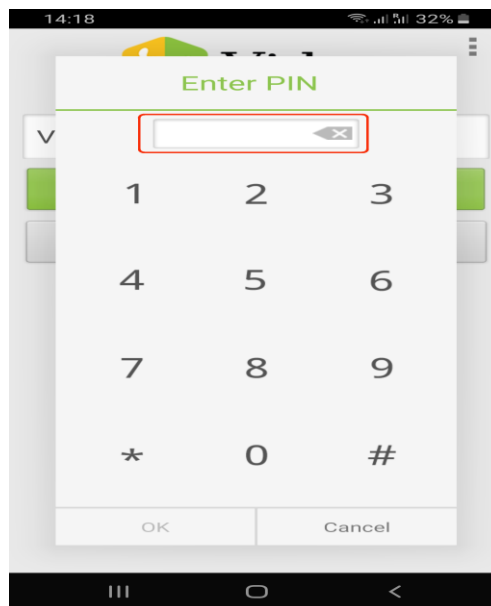


- 3 Once the “**Vidyo**” software is downloaded, please click on the link provided by the Registry.
- 4 Please click on “**Join Conference**” as shown in the screenshot below.
- 5 Please enter **your own name** as a **display name** before joining the Video Conference Room.



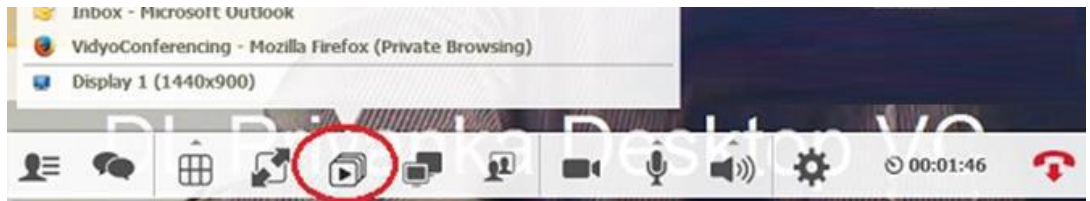


- 6** Please **enter the PIN** shared with you to connect to the Video Conference Room.

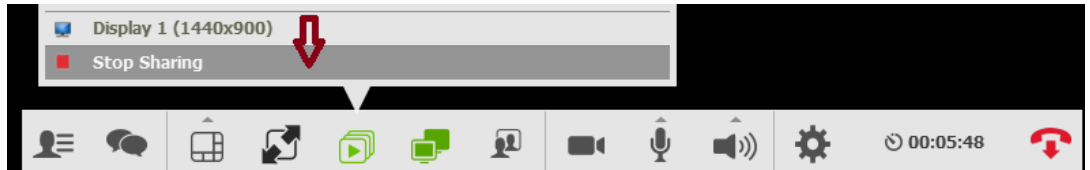


- 7** **Sharing of computer screen:**

If you want to share a document, he may click on the 5<sup>th</sup> Icon of the bottom bar > select Display in Sharing option.



**8** To **Stop Sharing**, select the last option of the menu as shown below:



**9** **Call Icons:**

When you are connected to a call, you can see a list of icons on bottom of screen as shown below (Move your mouse to see this control bar).



1. **Show Participants:** Click on this to see who are connected. Click again to disappear list.

2. **Show Group Chat:** Start group chat with all participants.

3. **Change layout:** User can keep auto or layout as he/she wants.

4. **Full Screen Mode:** Click this to get better video in full screen

5. **Start Sharing:** To share document.

6. Toggle among shared application windows

7. **Change Self-View:** Use to see your view or disappear view. Always see this to know how others are seeing you.

8. **Privacy:** Turns camera off and on

9. **Mute/Unmute:** Volume-up/down by clicking arrow and sliding)

10. **Speaker volume:** up/down and mute

11. **Settings:** Use this for selecting correct Devices (Camera, Microphone and Speaker). Check this setting whenever you are finding any issue with audio.

12. Toggle Conference Duration & Clock

13. End Call

**10** Please keep your microphone muted and unmute only when you speak. Only Speaker's microphone should be on.