

# Steps to Access VCM/LIVE Webinar

<u>Step 1:</u> Click on the link provided below,

https://learning.icai.org/committee/live-webinar-hub/sirchyderabad/vcm/arrestscompanies/

<u>Step 2:</u> Click on the Buy Now Option.



#### Step 3: Enter your SSP Credentials



### Step 4: Click on "Proceed to Pay"

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Lical Digital Learning Hub <u>Step a:</u> Select their desired billing address

<u>Step b:</u> Click on the "Select & Update Address" button.

<u>Step c</u>: If they want to claim the GST invoice, then they may click on the check box and fill the GST & PAN details and click on the validate button.

Kindly note, if GSTN not to be claimed then the check box be left unchecked and proceed for payment.

<u>Step d:</u> Now, click on Proceed to Pay (Kindly note the Proceed to Pay will get activated once the Step 2 and Step 3 is done)

*Step 5:* Learners can complete the payment process by selecting anyone of the Payment Modes.





Step 6:Learners can then view the Order Summary of the Product(s) purchased and click on theLaunchbuttontolaunchthecourse,





Step 1: Open the link https://learning.icai.org/iDH/icai/





### Step 3: Enter the SSP credentials

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Step 4: Click "My Products" option to view all the subscribed courses. The learner can even search for the subscribed courses based on the type of course as shown below,

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**Step 5:** The learners can click on the Launch button to launch the course.

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On clicking the three dots, learners can also view the product product. visit the microsite for more details and pin	View Product Detail Rate this Product	
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clicking on plus icon on the left panel

• Note: Each content available are time bound and will be activated on the day of the session only



## How to join in the meeting for Live VCM?

### Zoom Link

Option 1: Click on the Day 1 in the left panel and then click on Join Now and "Open URL: Zoom Launcher" if you have installed ZOOM Client in your Laptop/Desktop

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Option 2: Click on the Day 1 and then click on "Join from your Browser" if you have not installed ZOOM Client in your Laptop/Desktop



Digital Learning Hub

Please wait for the Course to Start





#### A few important instructions to be noted are hereunder:

It is mandatory to login through Digital learning hub Platform at <u>https://learning.icai.org/iDH/icai/</u> to attend the live class.

Please note that MCQ based Assessment and Feedback form are mandatory part of the Live VCM, apart from attendance monitoring.

It is recommended to please join through laptop/ desktop system. You should have good internet connectivity,

preferably broadband connection.

Please do not click 'Mark as Complete' till the end of the course.

#### Instructions for Attendees in Live VCM(Zoom)

- Desktop/Laptop: To Join via Desktop/Laptop, Download and Install Zoom Client. <u>https://zoom.us/client/latest/ZoomInstaller.exe</u>
- Please note that Participants need to provide the Permission to Camera/Mike/Speaker during the Installation Process. Once Installed, attendees can test the equipment by doing trial zoom meetings.
- For Any issues related to Connectivity, Join from Minimum 1 Mbps Broadband Internet, Good QualityHeadphone. For any issues related to Audio/Video,
- Check Zoom app permission or Disconnect meeting and Join again or Try to join from any other device.



## System and Browser Settings

#### System configuration required for accessing the course content

- Use Laptop/Desktop to start the course
- Screen Resolution to be set as 1024 x 720 or above

Microsoft Edge/Browser IE8 or Above/Firefox/Chrome, Use the updated version of any of the listed browsers. The site is best compatible with Google Chrome and Mozilla Firefox

#### Browser configuration required for accessing the course content

- Pop-Up should be allowed
- Cookie should be enabled
- Zoom level to be set as 100%