

VCDOT Meetings

C-DOT Video Conferencing Solution



VCDOT Meetings is a web conferencing solution
You can organise (host) your own video conference and
join video conference hosted by other users by simply clicking
on a web-link

Expressive Features



Public/Private Chat



HD Video Conferencing



Upload Presentations



Live MoM



Breakout Rooms



Real Time Polling



Multi Level Screen Sharing



Multi User Whiteboard

Highlights of the VCDOT Meetings

Secure & Indigenous
Robust & User Friendly
Customizable & Scalable
Equipped with all the Latest Features
Servers are placed within the Indian territory
Host sessions or join others using a simple web-link

Register to use VCDOT Meetings

- Go to <https://vcdot.cdote.in>
- Click on **Sign Up** on top right corner of the screen
- Enter credentials and click on **Sign up**
- An auto generated verification email will be sent from vcdothelp@cdote.in to verify registered email-id

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Account Approval

- User can sign-in only after receiving a confirmation email of account approval on registered email-id from vcdothelp@cdote.in
- User can now host a meeting by clicking sign-in option on top right corner of the screen

Login to C-DOT Meetings

- Go to <https://vcdot.cdote.in>
- Click on **Sign-in** on top right corner of the screen
- Enter the registered email ID
- Enter your password
- Click on Sign-in

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Host a Meeting

- By default “Home Room” will be available to host meetings
- New room(s) can be created to host meetings with different set of participants and organisations
- Each room will have a unique link to share with the intended participants to join meeting
- You can enable/disable various features of a room according to your requirement

NAME	RECORDED ON	THURSDAYS	LENGTH	VISIBILITY	PLACEBOOK
No Recording available					

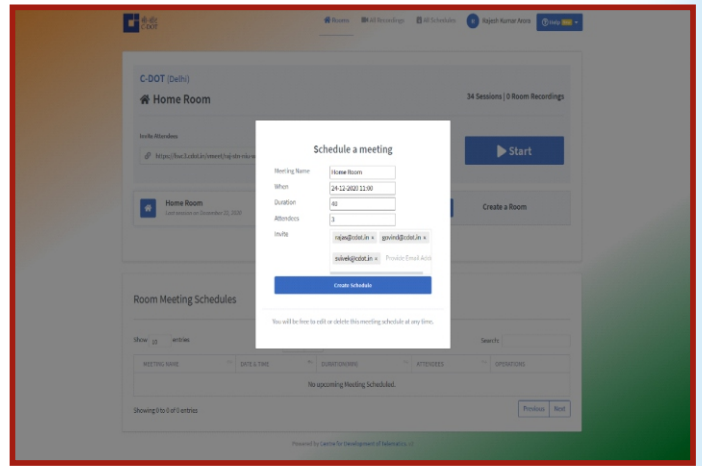
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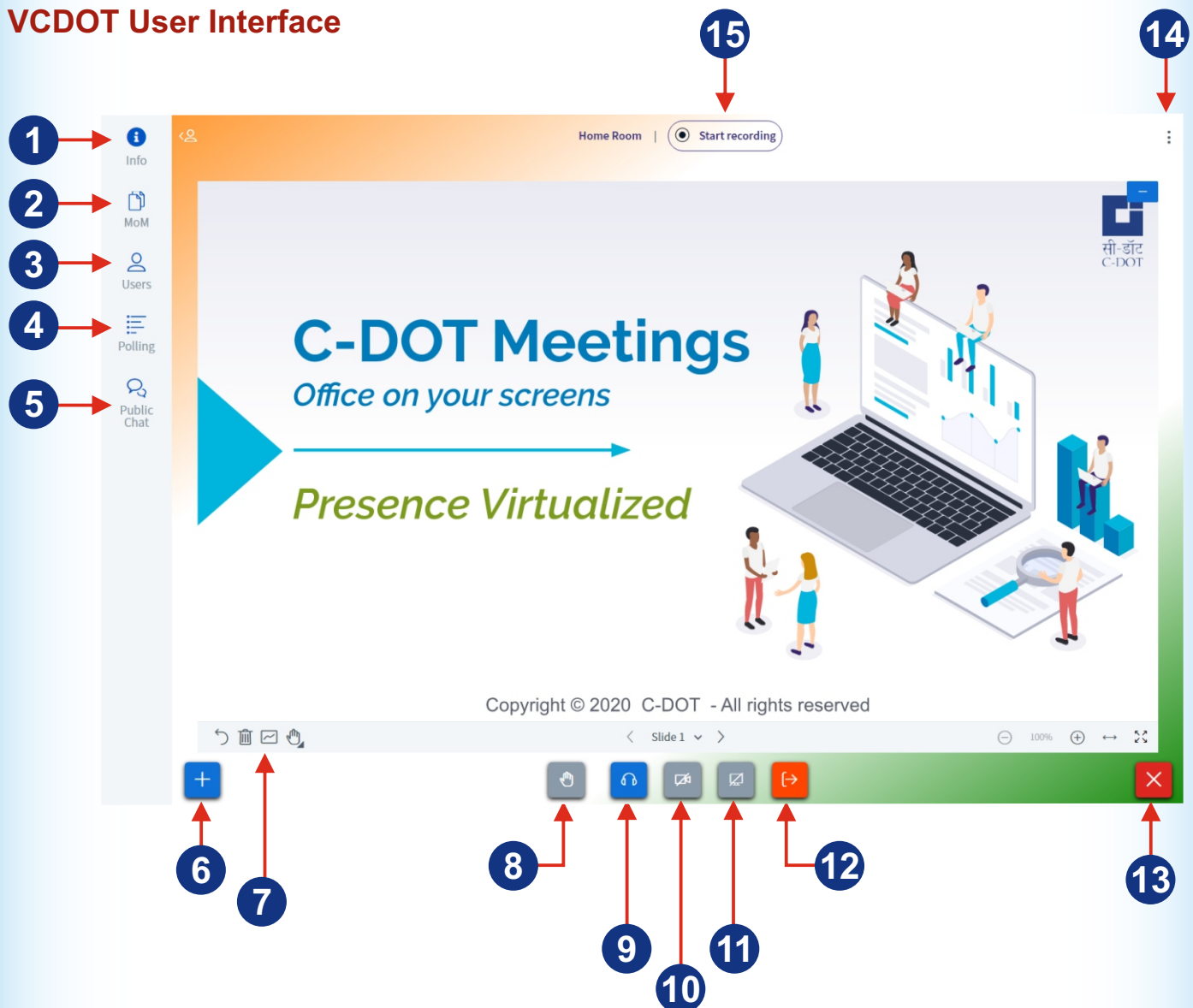
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Schedule a Meeting

- Select new meeting room and click on Schedule link
- Select Date and Time as per your plan
- Enter the expected duration (*This is only informative data*)
- Provide email IDs of Invitees
- Email will be sent to all Invitees
- You can also view all upcoming and older meeting schedules



VCDOT User Interface



1. Information/ Invite Link
2. Live Minutes of Meeting
3. List of Participants
4. Polling
5. Public Chat

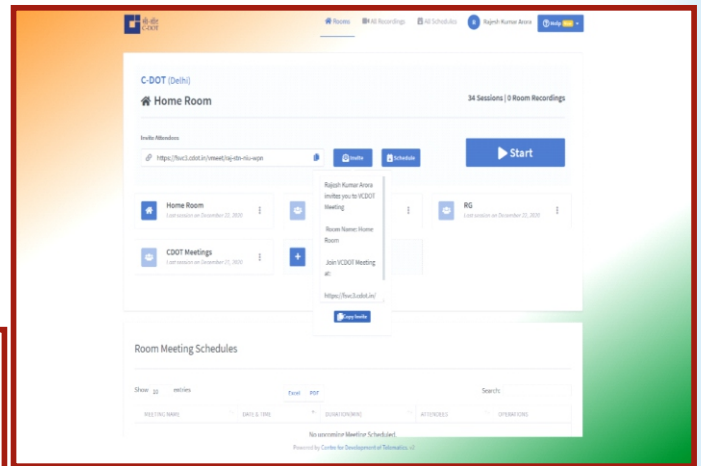
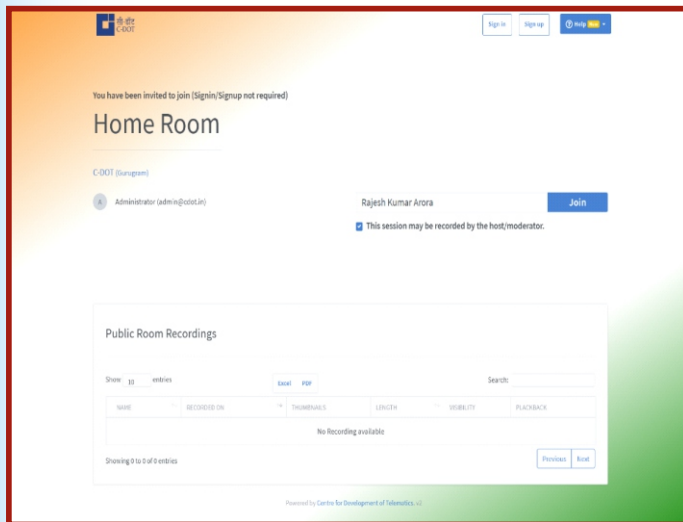
6. Upload Presentation
7. White Board Tools
8. Raise Hand
9. Leave / Join Audio
10. Share Camera

11. Share Screen
12. Leave Meeting
13. End Meeting
14. Settings
15. Record Video Conference

** Images are indicative, actual view may differ*

As a Host Invite Participants for Meeting

- Select a meeting room and click on Invite link
- Click on copy Invite link
- Paste the link details in Email and send to all Invitees

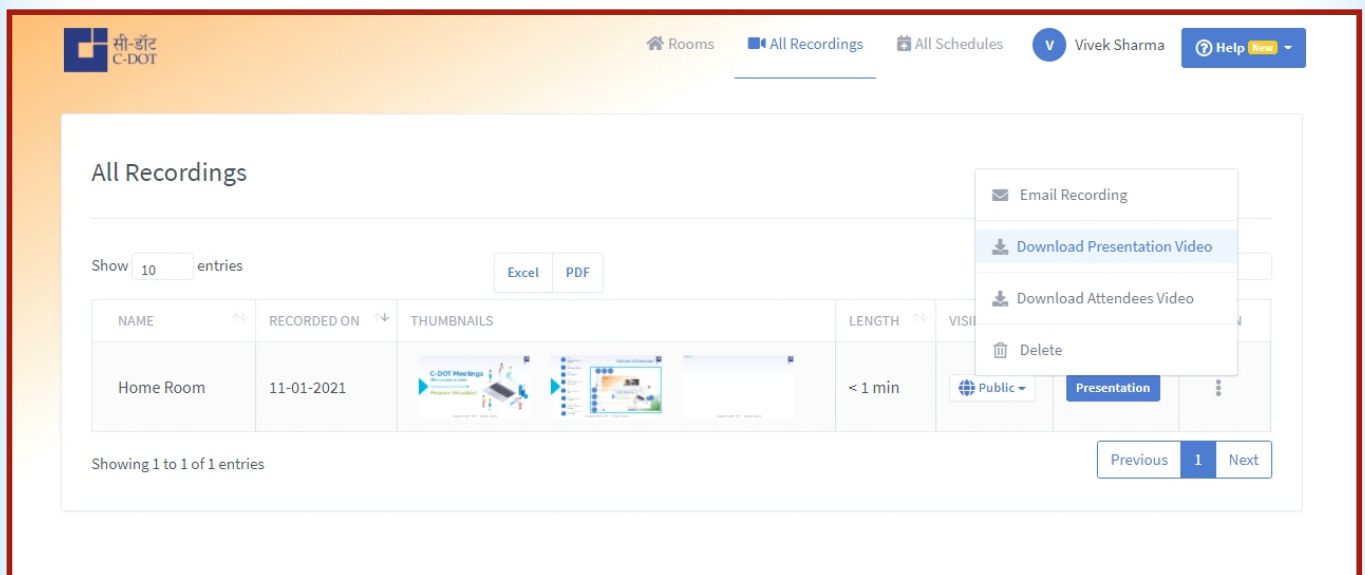


Join a Meeting as a Participant

- Open the meeting link provided to you either by directly clicking on it or copying it in the browser (*preferably Google Chrome Browser*)

Retrieval of Video Recording

- Sign in to your account at <https://vcdot.cdot.in>
- Click on All Recordings to view available recordings
- Click 3 dots icon to download presentation/attendees recordings



Detailed user documents are available at vcdot.cdot.in



Centre for Development of Telematics

Corporate Office:
C-DOT Campus, Mehrauli,
New Delhi - 110 030, India
Phone: +91 11 2680 2856
Fax: +91 11 2680 3338

email: mktg@cdot.in
website: www.cdot.in

C-DOT Campus, Electronics City,
Phase-I, Hosur Road,
Bengaluru - 560 100, India
Phone: +91 80 2511 9001
Fax: +91 80 2511 9601

