# Vahan Samanvay Business Process Re-engineered Product of MVCS Web Based System

#### **User Manual**

**Browser Setting:** Please Turn off the Popup Blocker for this site. Under Internet Options/Tabs Settings/Always open pop ups in a new tab Please Select Print Background colours and images from Internet Options/Advance/Printing

# **IE browser Setting**

#### Select Tools/Internet options



**Under General/Tabs select Settings** 

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# Under When a Pop-up is encountered

# Select Always open pop-up in a new tab

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	When a new tab is opened, open:	A faster way to browse the web
	The new tab page 🔹	Install Google Chrome
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	* Takes effect after you restart Internet Explorer	
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# Select Advanced tab from internet options

Printing/ Always print background colours and images(Checked)



#### **Mozila Firefox Settings**

## Select Tools/Options

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Select Contents tab

Uncheck the Block Pop-up windows

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# Select File/Page Setup

Check Print Background colours & images

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### The site address is <a href="http://164.100.44.112/VahanSamanvay/">http://164.100.44.112/VahanSamanvay/</a>

#### Login Screen: Enter

User ID	
Password	
Captcha	



User id: authority95104

# Password:

### This will take you to First time login and Registration and Password Setting screen: enter

E-Mail	
File Number	
Office Name	
Office Address	
Authority	
Security Question 1	
Answer for Security Question 1	
Security Question 2	
Answer for Security Question 2	
Password	
Confirm Password	

# Update

Once Updated you will find a new button Re-Login





Re-Login with the password you had set.

You will be taken to the Menu page.