

SMART ENTERPRISE
S O L U T I O N S

Welcome to Smart Enterprise Solutions

USER MANUAL
ENTITY

CONTENTS

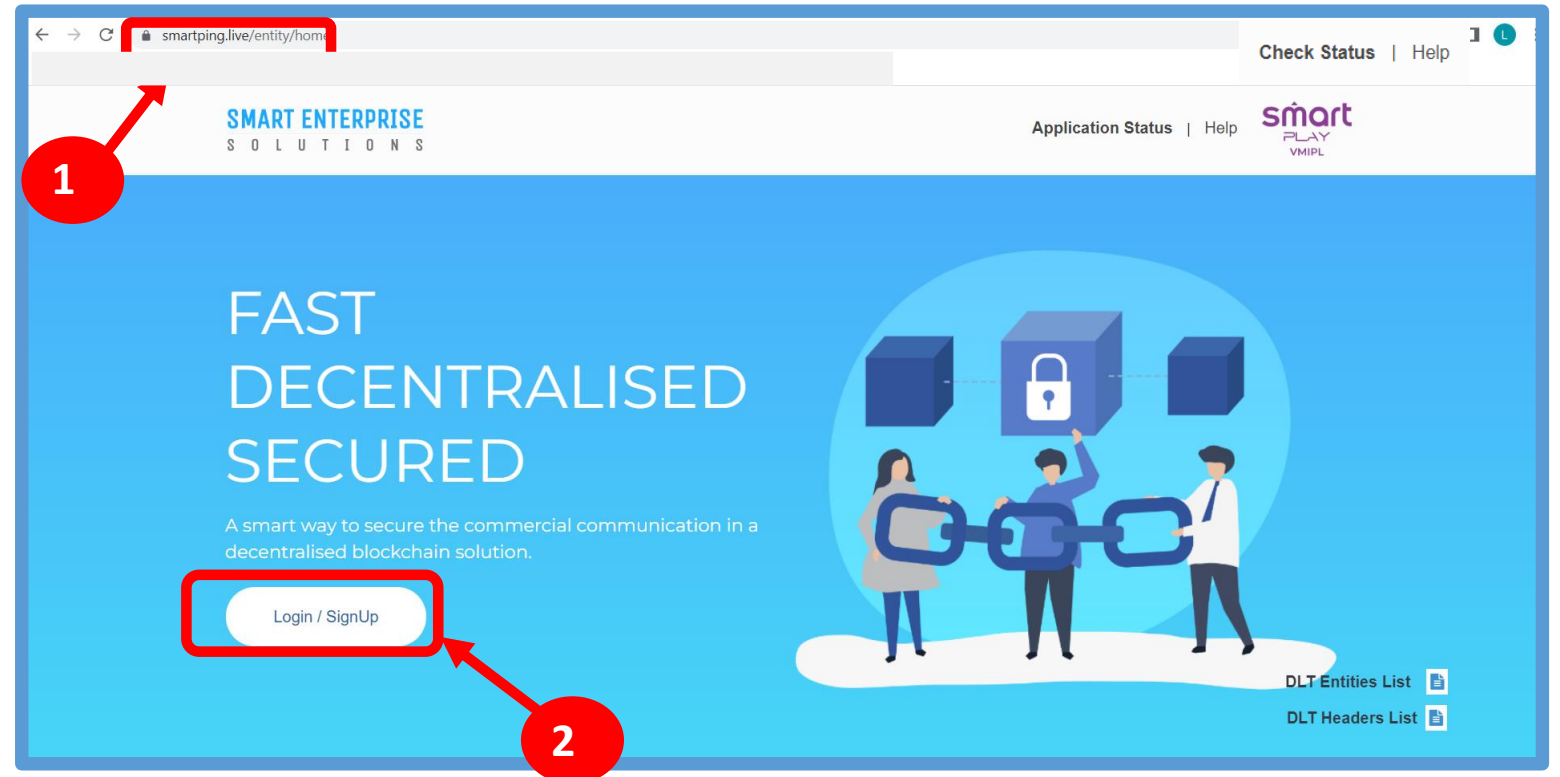
USER FUNCTIONALITY	PAGE #
<u>WEBSITE /LANDING PAGE</u>	7
<u>REGISTRATION</u>	8
<i><u>REGISTRATION – SELECT TYPE OF REGISTRATION</u></i>	9
<i><u>REGISTRATION - ENTITY LOGIN /SINGUP PAGE</u></i>	10
<i><u>REGISTRATION - SELECT COMPANY LOCATION</u></i>	11
<u>NEW ENTITY REGISTRATION</u>	12
<i><u>NEW ENTITY REGISTRATION - FEE DETAILS</u></i>	13
<i><u>NEW ENTITY REGISTRATION - SIGN UP/ MOBILE VERIFICATION</u></i>	14
<i><u>NEW ENTITY REGISTRATION - EMAIL CONFIRMATION LINK</u></i>	15
<i><u>NEW ENTITY REGISTRATION - EMAIL VERIFICATION CONFIRMATION</u></i>	16
<u>ENROL ENTITY (ALREADY REGISTERED)</u>	17
<i><u>ENTITY ENROLMENT – INITIATION</u></i>	18
<i><u>ENTITY ENROLMENT – SUBMISSION OF ENTITY ID</u></i>	19
<i><u>ENTITY ENROLMENT – OTP /EMAIL VERIFICATION PROCESS</u></i>	20
<i><u>ENTITY ENROLMENT - SUCCESSFUL REQUEST SUBMISSION</u></i>	21
<i><u>ENTITY ENROLMENT - ENTITY LOGIN PANEL</u></i>	22
<i><u>ENTITY ENROLMENT – TWO WAY AUTHENTICATION PROCESS</u></i>	23

REGISTRATION

WEBSITE / LANDING PAGE

1 Visit www.smartping.live URL to Login/Register yourself as Entity/Telemarketer

2 Click on Login/Signup button to Login or register yourself as Entity/Telemarketer



REGISTRATION – SELECT TYPE OF REGISTRATION

1 To register yourself as an Entity on the portal, select the “**As Entity**” option in the Type of Operation.



A Business unit, Company, Legally Recognised Institution or Person engaged in business or service who would like to send communications to customers or intended recipients through SMS or voice call through a registered telemarketer.

2

Click **Next** button for further steps towards registration.

The screenshot shows the 'Smart Enterprise Solutions' registration interface. The title 'Smart Enterprise Solutions' is at the top right. Below it, the text 'Select the type of operation' is displayed. Underneath, there is a sub-label 'to login or register account *'. Two radio button options are listed: 'As Entity' (which is selected and highlighted with a red rectangle) and 'As Telemarketer'. A 'Next' button is located to the right of these options. Red annotations are present: a red circle with the number '1' and an arrow pointing to the 'As Entity' radio button, and another red circle with the number '2' and an arrow pointing to the 'Next' button.

REGISTRATION - ENTITY LOGIN /SINGUP PAGE

3

Click **Sign Up** Button to start registration process.

4

Put in Email ID & Password and Click **Login** Button to access the panel, if you already registered as Entity.

5

Click [Forgot password?](#) in case you forgot the password.

(The New Password will be sent to your Registered Email ID.)

The screenshot shows the 'Entity Login' page for Smart Enterprise Solutions. The page includes the 'smart PLAY VM IPL' logo and the text 'Smart Enterprise Solutions'. The main heading is 'Entity Login'. Below this, there are two input fields: 'Email' and 'Password'. To the right of the 'Password' field is a link labeled 'Forgot Password?'. Below the input fields is a 'Login' button. To the left of the 'Login' button is a link labeled 'New DLT Registration'. To the right of the 'Login' button is a link labeled 'Click Here'. Below these links is a line of text: 'For more information on Registration Process, view User Manual'. At the bottom, there is a line of text: 'For DLT support contact dlt.helpdesk@vmipl.in'. At the very bottom, there is a line of text: 'A secured DLT platform to manage your commercial communications.'.

Annotations on the screenshot:

- Annotation 3: Points to the 'Sign Up' button (not visible in the screenshot, but implied by the text).
- Annotation 4: Points to the 'Login' button.
- Annotation 5: Points to the 'Forgot Password?' link.

NEW ENTITY REGISTRATION

NEW ENTITY REGISTRATION - FEE DETAILS

1

Select the Registration type. Choose **New Registration** if you are registering for the first time.

Duly fill the customer acquisition form and submit.



The screenshot displays the 'Smart Enterprise Solutions' logo and the title 'CUSTOMER ACQUISITION FORM'. Below the title, there are two radio button options: 'New Registration' and 'Enrol Entity (Already Registered with other operator on DLT)'. The 'New Registration' option is selected and highlighted with a red rectangular box. A red arrow points from a red circle containing the number '1' to this box. Below the options, there is a link that says 'For more information on Registration Process, view [User Manual](#)'.

NEW ENTITY REGISTRATION - SIGN UP/ OTPVERIFICATION

2

You will receive an OTP on your registered Mobile number and Email ID to verify mobile number. Enter OTP and click **Submit** button.

3

If in case OTP not received, click **Resend** button

The screenshot shows the 'Authorized Person Information' form. At the top, a green notification box says 'Otp sent successfully.' with a close button. The form fields are as follows:

- Name *** (with an info icon): Text input containing 'Testing'.
- Designation *** (with an info icon): Text input containing 'CEO'.
- Authorization Document *** (with an info icon): A 'Choose File' button followed by the filename 'elegant-white-background-with-shiny-lines_1017-17580.jpg'.
- Email *** (with an info icon): Text input containing 'testingdata1@yopmail.com'.
- Mobile No. * (Not Verified)**: A dropdown menu showing '+91' and a text input containing '9350007683'. A red circle with the number '2' and an arrow points to the 'Verify' button next to the mobile number input.
- Mobile No. * (Not Verified)**: A section containing a message: 'OTP has been sent to Authorized person's Mobile number 9350007683 and company's email id testingdata1@yopmail.com and if you want to edit this number click here.' Below this is an 'Enter OTP' text input, a 'Resend' button (highlighted with a red circle and the number '3' and an arrow), and a 'Submit' button.
- Payment Details**: A link 'click here for bank details' and a text input with the placeholder 'Please provide the payment details'.

NEW ENTITY REGISTRATION - SIGN UP/ OTPVERIFICATION

4

You will receive an OTP on your registered Mobile number and Email ID to verify mobile number. Enter OTP and click **Submit** button.

5

If in case OTP not received, click **Resend** button

The screenshot shows the 'Authorized Person Information' registration form. At the top, a green notification box states 'Otp sent successfully.' with a close button. The form contains the following fields and elements:

- Name *** (with an info icon): A text input field containing 'Testing'.
- Designation *** (with an info icon): A text input field containing 'CEO'.
- Authorization Document *** (with an info icon): A 'Choose File' button followed by the filename 'elegant-white-background-with-shiny-lines_1017-17580.jpg'.
- Email *** (with an info icon): A text input field containing 'testingdata1@yopmail.com'.
- Mobile No. * (Not Verified)**: A field with a '+91' country code selector and a text input containing '9350007683'. A red circle with the number '4' and an arrow points to the 'Verify' button next to this field.
- Mobile No. * (Not Verified)**: A section containing a message: 'OTP has been sent to Authorized person's Mobile number 9350007683 and company's email id testingdata1@yopmail.com and if you want to edit this number [click here](#).' Below this is an 'Enter OTP' text input field.
- At the bottom of the OTP section, there are two buttons: 'Resend' and 'Submit'. A red circle with the number '5' and an arrow points to the 'Resend' button.
- Payment Details**: A section with a link 'click here for bank details' and a text input field with the placeholder 'Please provide the payment details'.

NEW ENTITY REGISTRATION - SIGN UP/ OTPVERIFICATION

6

The entity now has the option to opt for the TDS deduction in the registration process By default, 2% will be there as TDS deduction.

6

☒ TDS Deduction (If Any)

7

Click on the **Submit** button.

7

Submit

The screenshot shows the 'NEW ENTITY REGISTRATION' form. A red circle with the number '6' points to the 'TDS Deduction (If Any)' checkbox, which is checked. The form includes fields for 'TAN Number' (with an example 'NGP002911G'), 'Registration Amount' (₹5900/-), 'TDS %' (2), and 'Total Amount (including GST)' (₹5,800/-). There is an 'Upload TAN' section with a 'Choose File' button. Below the form, there is a 'Note*' section with three points, an 'Additional Remarks (If Any)' text area, and a checkbox for 'I Agree With The Terms And Conditions'. At the bottom, there is a 'Submit' button and a link for 'Already have an account - Login'.

TAN Number * ⓘ
EX : NGP002911G

Registration Amount : ₹5900/-

TDS % : 2

Total Amount (including GST)
₹5,800/-

Upload TAN * ⓘ
Choose File No file chosen

Note*:
1. A non-refundable one-time processing fee of Rs. 5,900 (inclusive of 18% GST) is applicable for new registration/enrolment. Once your KYC is approved, you will receive a payment link on your registered email id and mobile number.
2. In case of TDS Deduction, please provide your registered TAN.
3. We do not accept third party payments.

Additional Remarks (If Any)
Please enter remarks

☐ I Agree With The Terms And Conditions. *

[View Terms and Conditions](#)

Submit

Already have an account - [Login](#)

NEW ENTITY REGISTRATION - EMAIL CONFIRMATION LINK

8

After verifying OTP, a verification link will be sent to your registered email Id.

Click **OK** button once you read the message and validate your email address by clicking the verification link received on your registered email id.

Please check your email inbox as well as spam folder for the verification link.

The screenshot displays a web form for 'NEW ENTITY REGISTRATION'. At the top, a green notification bar states 'OTP verified successfully'. Below this, the 'Other Documents' section is visible. The 'Authorized Person Information' section includes fields for 'Name *' and 'Mobile No. *'. The 'Authorization Document *' section has a 'Choose File' button. The 'Email *' section has an 'Enter Email' field. A modal dialog box is overlaid on the form, containing the text: 'We have sent an email verification link on your registered company email id manualentity@yopmail.com. Please verify your email id by clicking on the provided link. If you are not able to find verification email in your inbox, please check spam folder.' The dialog box has an 'OK' button, which is highlighted with a red box and a red arrow pointing to it from a red circle containing the number '8'. The background form is dimmed.

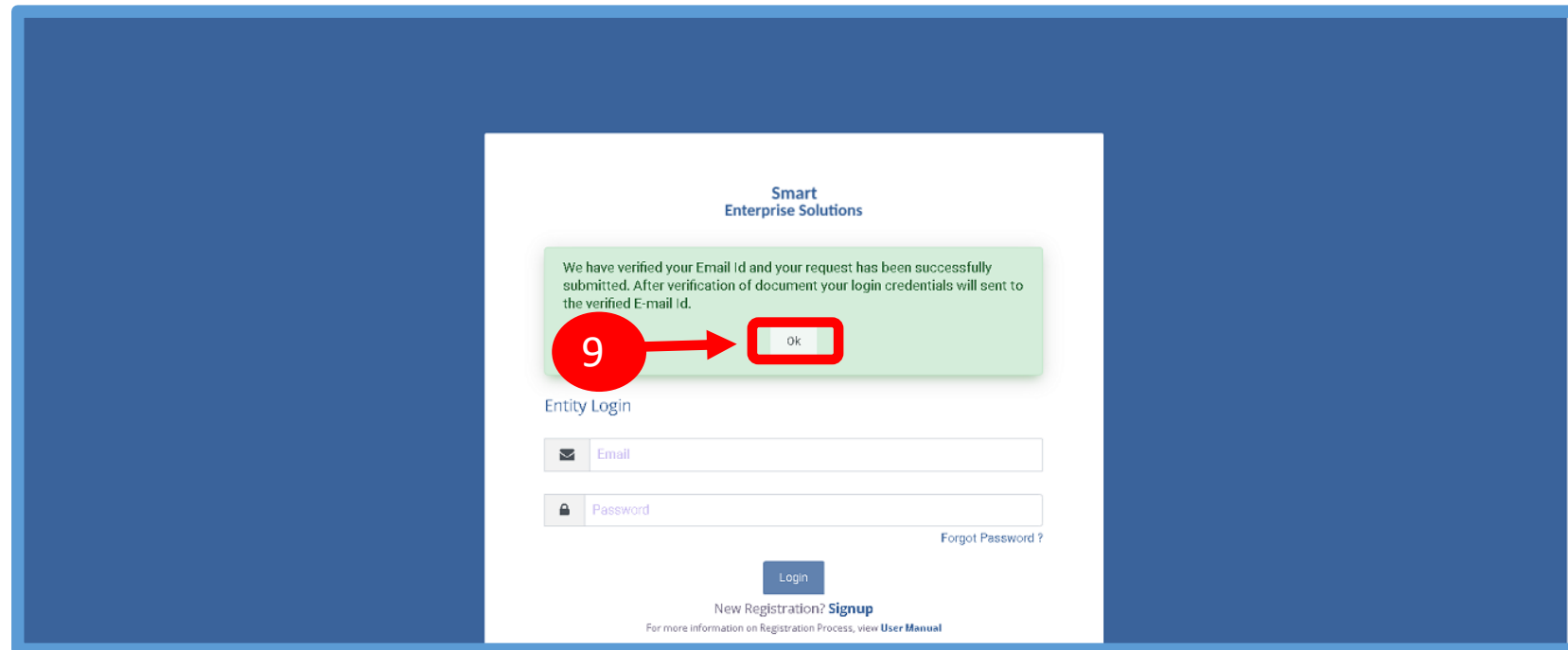
NEW ENTITY REGISTRATION - EMAIL VERIFICATION CONFIRMATION

9

On successful email ID verification, you will receive a message confirming the submission of your application, press **OK** after reading the message to close the notification.

The application will be pending with the Operator in 3 different stages:

- KYC Pending (Operator will approve the KYC & and will receive link or payment)
- Payment Pending (Entity will receive payment link on his registered email ID)
- DLT approval pending (once payment is done the operator will approve the application)
- Once the Operator approves the application, you will receive login credentials on your registered email ID.



NEW ENTITY REGISTRATION - EMAIL VERIFICATION CONFIRMATION

10

Use the login credentials sent by the operator to access the entity portal and Click **Login**

smart
PLAY
VMIPL

Smart
Enterprise Solutions

Entity Login

Email

Password

[Forgot Password ?](#)

10 → **Login**

[New DLT Registration? Click Here](#)

For more information on Registration Process, view [User Manual](#)

For DLT support contact dlt.helpdesk@vmipl.in

A secured DLT platform to manage your commercial communications.

ENROL ENTITY (ALREADY REGISTERED)

ENTITY ENROLMENT – INITIATION

1 Choose **Enrol Entity** if your company is already registered on different operator and Fill the form.

i *Entity already registered with other operator on DLT can enrol by providing Entity ID (DLT Registration Number)*



The screenshot displays the 'Smart Enterprise Solutions' logo and 'CUSTOMER ACQUISITION FORM' header. Under the 'New Registration' section, the 'Enrol Entity (Already Registered with other operator on DLT)' option is selected and highlighted with a red box. A red arrow points from a red circle containing the number '1' to this option. Below the selection, a link states 'For more information on Registration Process, view [User Manual](#)'.

ENTITY ENROLMENT – SUBMISSION OF ENTITY ID

2 After selecting **Enrol Entity** the form will scroll down which needs to be filled by the user for registering

3 Type in the already registered **Entity Id** and click View details button. Duly Fill the form and click Submit.

The screenshot displays the 'CUSTOMER ACQUISITION FORM' with two main options: 'New Registration' and 'Enrol Entity (Already Registered with other operator on DLT)'. The 'Enrol Entity' option is selected and highlighted with a red box. Below this, a red arrow points to the 'Entity Id' input field, which contains the placeholder text 'Enter Entity Id'. Another red arrow points to the 'View Details' button. The form also includes fields for 'Date Of Registration', 'Name Of Organization', 'Registered Email Id', 'Entity Type', and 'Category of Organization', each with a corresponding input field or dropdown menu.

ENTITY ENROLMENT – OTP /EMAIL VERIFICATION PROCESS

4 You will receive an **One Time Password (OTP)** on your registered Mobile number and Email ID to verify mobile number.

Enter OTP and click **Submit** button.

5 If in case OTP not received, click **Resend** button

6 After verifying OTP, a verification link will be sent to your registered email Id.
Click **OK** button once you read the message and validate your mail by clicking the verification link received on your registered email id.

Please check your email inbox as well as spam folder for the verification link.

The screenshot shows the 'Authorized Person Information' form. At the top, a green notification box states 'Otp sent successfully.' with a close button. The form contains the following fields:

- Name ***: Testing
- Designation ***: CEO
- Authorization Document ***: Choose File (elegant-white-background-with-shiny-lines_1017-17580.jpg)
- Email ***: testingdata1@yopmail.com
- Mobile No. * (Not Verified)**: +91 9350007683 (with a 'Verify' button)

Below the mobile number field, a message states: 'Mobile No. * (Not Verified) OTP has been sent to Authorized person's Mobile number 9350007683 and company's email id testingdata1@yopmail.com and if you want to edit this number click here.'

At the bottom of the form, there is an 'Enter OTP' field (annotated with a red circle and arrow labeled '4') and a 'Resend' button (annotated with a red circle and arrow labeled '5').

Below the form, there is a 'Payment Details' section with a link 'click here for more details' and a text prompt 'Please provide the payment details'.

An inset image shows a mobile screen displaying a verification message: 'We have sent an email verification link on your registered company email id testingdata1@yopmail.com. Please verify your email id by clicking on the provided link. If you are not able to find verification email in your inbox, please check spam folder.' An 'OK' button is highlighted with a red circle and arrow labeled '6'.

NEW ENTITY REGISTRATION - EMAIL CONFIRMATION LINK

7

After verifying OTP, a verification link will be sent to your registered email Id.

Click **OK** button once you read the message and validate your email address by clicking the verification link received on your registered email id.

Please check your email inbox as well as spam folder for the verification link.

The screenshot displays the 'New Entity Registration' form. At the top, a green notification bar states 'OTP verified successfully'. Below this, the 'Other Documents' section is visible. The 'Authorized Person Information' section includes fields for 'Name *' and 'Mobile No. *'. The 'Authorization Document *' section has a 'Choose File' button. The 'Email *' section has an 'Enter Email' field. A modal dialog box is overlaid on the form, containing the text: 'We have sent an email verification link on your registered company email id manualentity@yopmail.com. Please verify your email id by clicking on the provided link. If you are not able to find verification email in your inbox, please check spam folder.' The dialog box has an 'Ok' button, which is highlighted with a red circle and a red arrow pointing to it from a red circle containing the number '7'. The background form is dimmed.

ENTITY ENROLMENT – OTP /EMAIL VERIFICATION PROCESS

8

The entity now has the option to opt for the TDS deduction in the registration process By default, 2% will be there as TDS deduction.

8

☒ TDS Deduction (If Any)

9

Click on the **Submit** button.

9

Submit

The screenshot shows a web form for entity enrolment. A red circle with the number '8' points to a checkbox labeled 'TDS Deduction (If Any)' which is checked. Below this, the form contains fields for 'TAN Number' (with an example 'NGP002911G'), 'Registration Amount' (₹5900/-), 'TDS %' (2), and 'Total Amount (including GST)' (₹5,800/-). There is an 'Upload TAN' section with a 'Choose File' button. A 'Note*' section provides important information about the processing fee and TDS. An 'Additional Remarks (If Any)' text area is present. At the bottom, there is a checkbox for 'I Agree With The Terms And Conditions.' and a 'View Terms and Conditions' link. A red circle with the number '9' points to a blue 'Submit' button. Below the button is a link for 'Already have an account - Login'.

TAN Number * ⓘ
EX : NGP002911G

Registration Amount : ₹5900/-

TDS % : 2

Total Amount (including GST)
₹5,800/-

Upload TAN * ⓘ
Choose File No file chosen

Note*:
1. A non-refundable one-time processing fee of Rs. 5,900 (inclusive of 18% GST) is applicable for new registration/enrolment. Once your KYC is approved, you will receive a payment link on your registered email id and mobile number.
2. In case of TDS Deduction, please provide your registered TAN.
3. We do not accept third party payments.

Additional Remarks (If Any)
Please enter remarks

☐ I Agree With The Terms And Conditions. *

[View Terms and Conditions](#)

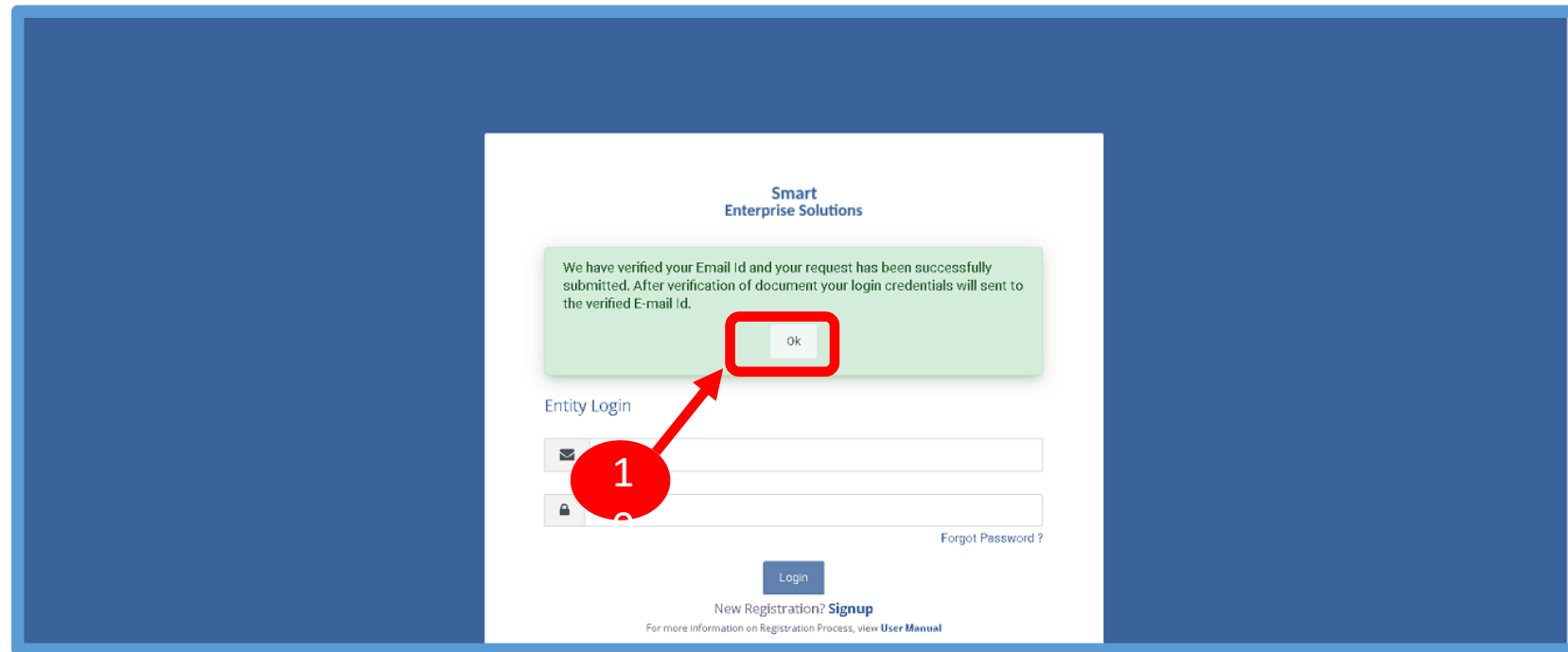
Submit

Already have an account - [Login](#)

ENTITY ENROLMENT - SUCCESSFUL REQUEST SUBMISSION

10

After email verification Click **OK.** button to Confirm. Once Operator approves your application, you will receive login credentials on your registered email id.



ENTITY ENROLMENT – OTP /EMAIL VERIFICATION PROCESS

11

On successful email ID verification, you will receive a message confirming the submission of your application, press **OK** after reading the message to close the notification.

The application will be pending with the Operator in 3 different stages:

- KYC Pending (Operator will approve the KYC & and will receive link or payment)
- Payment Pending (Entity will receive payment link on his registered email ID)
- DLT approval pending (once payment is done the operator will approve the application)
- Once the Operator approves the application, you will receive login credentials on your registered email ID.



ENTITY ENROLMENT - ENTITY LOGIN PANEL

12

If you already registered as Entity.
Put in Email ID & Password and
Click **Login** Button to access the panel.

smart
PLAY
VMIPL

Smart
Enterprise Solutions

Entity Login

Email

Password

Forgot Password ?

Login

New DLT Registration? Click Here

For information on Registration Process, view **User Manual**

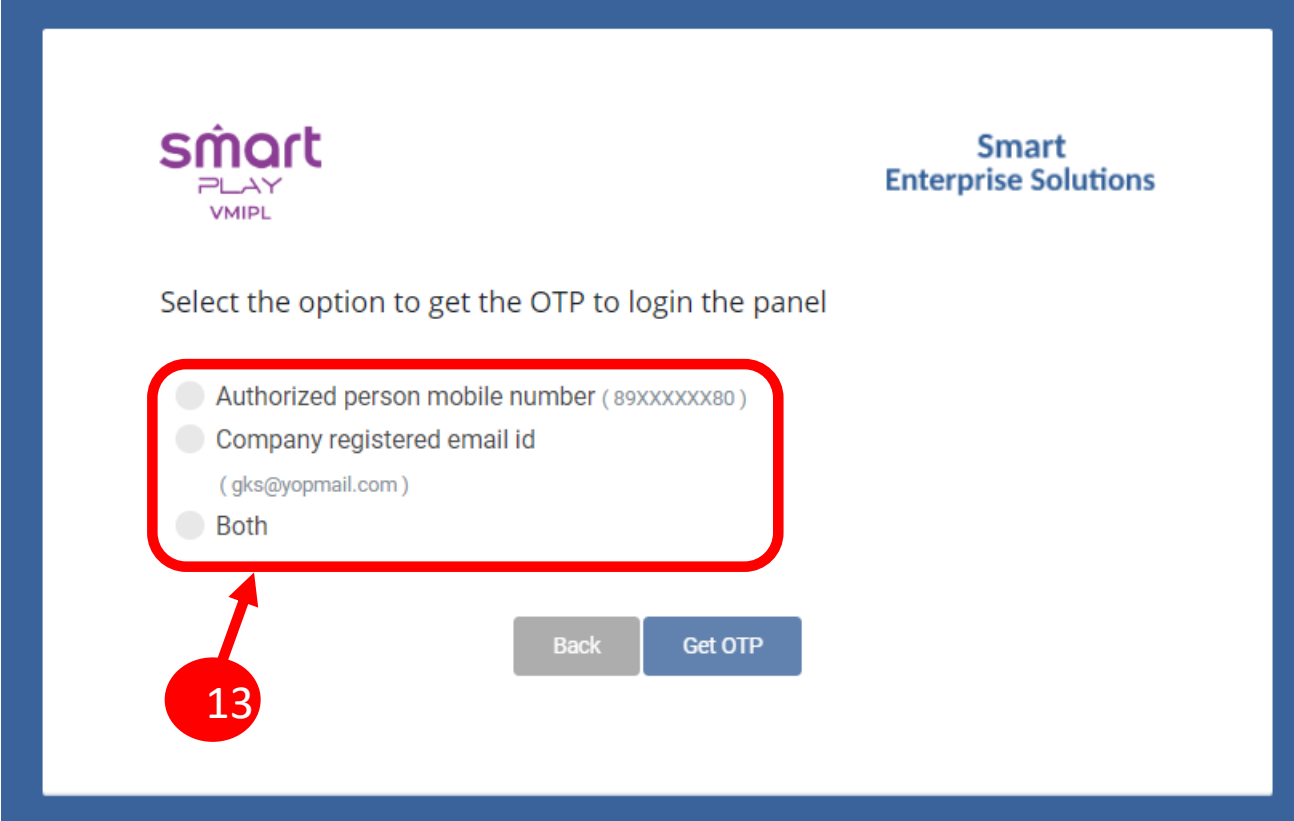
For DLT support contact dlt.helpdesk@vmipl.in

A secured DLT platform to manage your commercial communications.

ENTITY ENROLMENT – TWO WAY AUTHENTICATION PROCESS

13

You have to complete the **Two Way Authentication Process** by submitting the OTP received on option chosen.



smart
PLAY
VMIPL

Smart
Enterprise Solutions

Select the option to get the OTP to login the panel

☐ Authorized person mobile number (89XXXXXX80)

☐ Company registered email id
(gks@yopmail.com)

☐ Both

Back Get OTP

13

Thank You !