


# Satcom IT Limited AGM/EGM System Manual

**Hybrid AGM/EGM & e-voting system** with this simple step for Shareholder:



**Supported Browser:** Latest version of


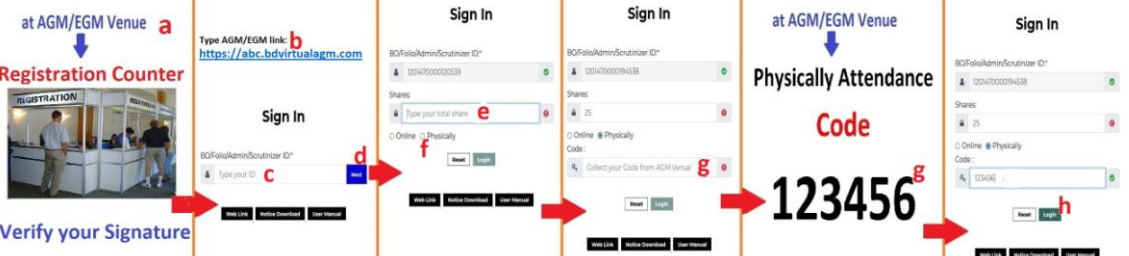
Google Chrome , Microsoft Edge , Opera , Safari , Mozilla Firefox 

**Supported Device:** Laptop, Desktop, Tab, Mobile (android/ iPhone)

 <p><b>Step - 1</b></p>	<p><b>AGM/EGM link &amp; Physical Presence Place</b></p>
	<p><a href="https://abc.bdvirtualagm.com">https://abc.bdvirtualagm.com</a></p> <p><b>Bashundhara R/A, Dhaka</b></p>

 <p><b>Step - 2</b></p>	<p><b>Log on Interface</b></p>	
	<p><b>Before Activation</b></p> <p>AGM/EGM will be held on 00 February 2024 at 00:00am</p> <p>Link will be activated on 00 February 2024 at 00:00 AM</p>	<p><b>After Activation</b></p>
	<p><b>Sign In</b></p> <p>BO/Folio/Admin/Scrutinizer ID:*</p> <p>Type your ID <input type="text"/> <b>Next</b></p> <p>আপনার আইডি লিখুন</p>	

 <p><b>Step - 3</b></p> <p><b>Online Login</b></p>	<p><b>Login screen:</b></p> <p>a) Type <b>16 digit BO</b> number or <b>Folio</b> number*</p> <p>b) Click <b>Next</b> button then</p> <p>c) Type <b>Share Number</b> (as on record date)*</p> <p>d) Select <b>Online</b></p> <p>e) Click <b>Login</b> button</p>
	

 <p><b>Step - 3</b></p> <p><b>Physical Login</b></p>	<p><b>Login screen:</b></p> <p>a) Go to <b>Registration Counter</b> at AGM/EGM Venue &amp; Verify your <b>Signature</b>* then</p> <p>b) Type AGM/EGM link: <a href="https://abc.bdvirtualagm.com">https://abc.bdvirtualagm.com</a>* then</p> <p>c) Type <b>16 digit BO</b> number or <b>Folio</b> number* then</p> <p>d) Click <b>Next</b> button then</p> <p>e) Type <b>Share Number</b> (as on record date)* then</p> <p>f) Select <b>Physical</b> button then</p> <p>g) Type <b>Code</b> (Collect Code from AGM/EGM Venue)* then</p> <p>h) Click <b>Login</b> button</p>
	

**Shareholders can see:**  
 a) Live Streaming, b) Total attendance (Number of Shareholders with Total Shares),  
 c) Agenda & Agenda wise voting result d) Question & Comments.

**Step - 4**

**Shareholders can do:**  
 Shareholders can vote (Yes / No) for any Agenda  
 Click on **Green Button For Favor** or  
 Click on **Red Button For Against**

**Step - 5**

**Shareholders can do:**  
 Shareholder can submit Question or Comments.  
**Type** your Question or Comments (English or Bangla) then click **Submit** Button.

**Step - 6**

**Shareholders can download:**  
 On login screen- Annual Report, Notice, User Manual & can see company's web site

**Step - 7**