## Verify Headers



This document outlines the process of verifying the headers created on VIL DLT.



Go to SMS Headers -> Verify Headers

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Click on Download all Headers. This will download all the headers registered on the VIL DLT

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Check through all the headers (Header IDs and Header names will be downloaded in Step 2).

## Click on Upload

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You will get to this page:

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From the file downloaded in Step 2,

- Verify all the Headers are registered by you and are in use.
- Remove the data from Column B (Header Name).
- Now the file only contains Header ID in Column A.
- Add a Heading as "Verification Status" in Column B.
- On Each row with Header ID, Enter the Verification status as Yes/No
  - Yes If the Header was registered by you and in use.
  - o No If the header wasn't registered by you or you will not be using it in future.

Upload the file by Browsing or Drag and Drop in the given space and submit.

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<ol> <li>Upload .csv file only.</li> <li>Header ID, Verification Status are Mandatory.</li> <li>Venification Status must be Yes/No. Yes for Venified.</li> </ol>	1 No for Not Verified.					
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Check the status of the uploaded file after submitting.

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All the Headers marked "Yes" in the Verification Status are verified.



## Thank you

