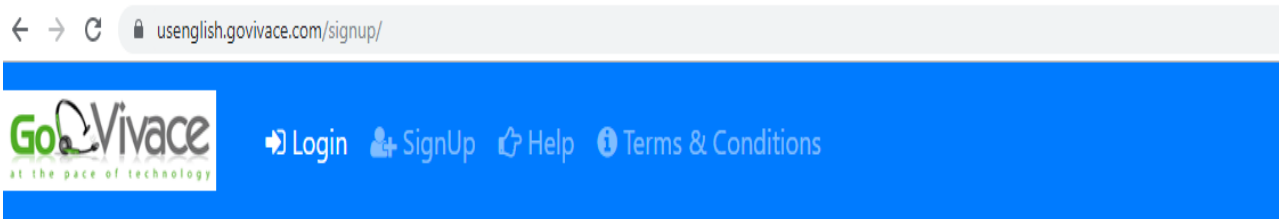
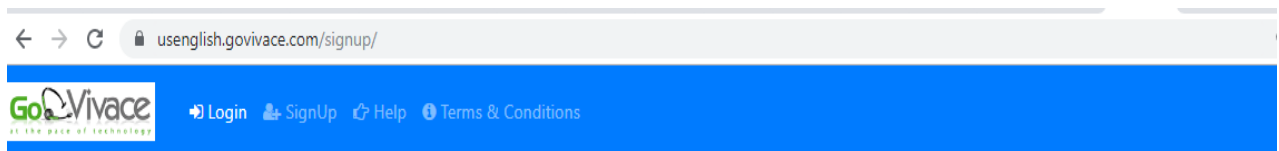


1. Open Browser and type <https://usenglish.govivace.com/signup/>
2. Click on “**Sign Up**” on the top of the page, a SignUp form will be available.(Refer: Image below)



3. Fill the form keeping in mind the following:
 - a) Phone Number, Email ID and Username should be unique.
 - b) Fill a valid Phone Number, Email Id and Username as they will be used for verification of user.
 - c) Follow the other instructions as mentioned in the SignUp form.
 - d) Fields marked with asterisk(*) are mandatory.(Refer: Image below)



Sign Up

Username*

Required. 150 characters or fewer. Letters, digits and @/./+/-/_ only.

First name Last name

Optional. Optional.

Email*

Required. Inform a valid email address.

Age Country*

Optional. Required.

Phone Prefix* Phone Number*

Required. Required.

4. After filling all the requisite details in the form, Click on “**Sign Up**” button at the bottom of the page.(Refer: Image below)

usenglish.govivace.com/signup/

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Education Gender

Optional. Optional.

Password*

- Your password can't be too similar to your other personal information.
- Your password must contain at least 8 characters.
- Your password can't be a commonly used password.
- Your password can't be entirely numeric.

Password confirmation*

Enter the same password as before, for verification.

Sign Up

5. Login to your email id(that you have filled in the Sign Up form) and click on the link shared on your registered email id to verify the details. This link can be used One Time Only(just to verify your details).
6. The verification link will take you to the “**Login Page**” on the Website or you can use the link shared below to access the “**Login Page**” on the website to start the recording task. (Refer: Image below) <https://usenglish.govivace.com/login/>

usenglish.govivace.com/login/

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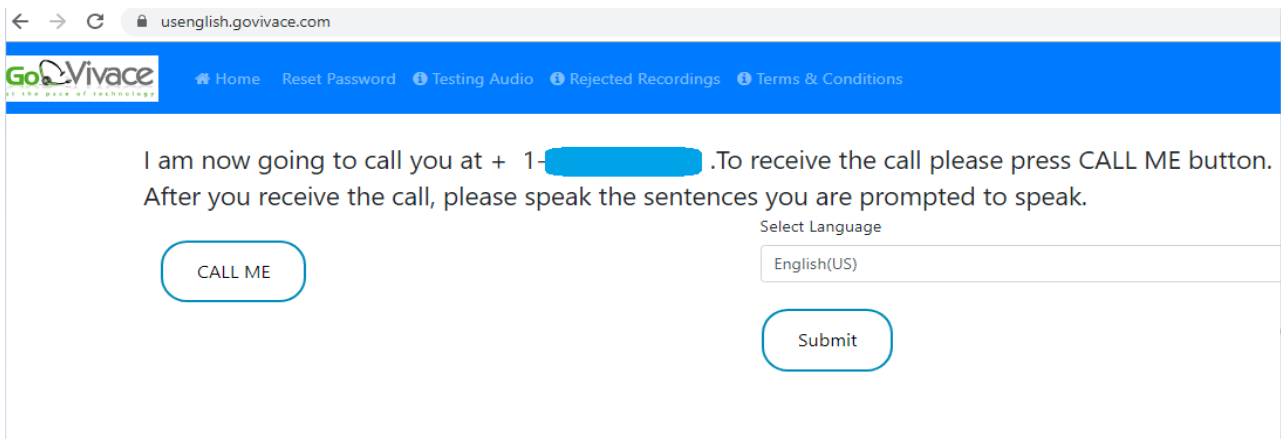
Log in to your account

Username*

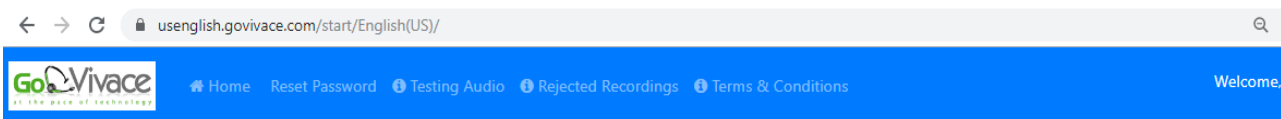
Password*

Log in Forgot Password

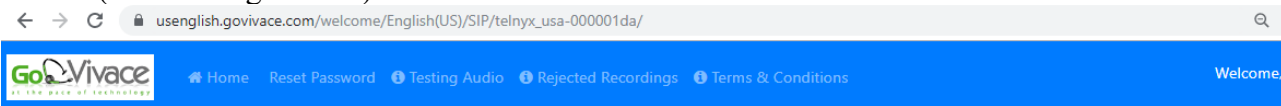
7. You can reset your password if you did not remember your password by clicking on the “**Forgot Password**” button.
8. Then, Login into your user account with your UserName and Password as filled in the Sign Up form. **Login on your Laptop or Computer so that the sentences will be clearly visible.**
9. Once logged in, your registered phone number will appear on the screen. Click on “**CALL ME**” button. You will get a call from our server on your registered phone number. Answer the call and listen the instructions carefully before proceeding further. (Refer: Image below)



10. Click on “**START**” button. You will be redirected to next page to start the recording task. (Refer: Image below)




11. The first sentence will start appearing on your screen. Read the sentence loudly, clearly and completely as visible on your screen and then click on “**Next**” Button. You will hear the “**BEEP SOUND**” in the call. Please Read the Next sentence after the BEEP SOUND only. (Refer: Image below)



12. If you speak any word or sentence incorrectly, you can click on the “**REDO**” button and read the whole sentence again(The sentence after “**REDO**” will be in “**RED COLOUR**”.
13. If you need a Break or Logout, click on “**END**” button and Login Again to complete your recordings.
14. Please click on “**Mark Bad**” button if you find any sentence with error.
15. The Completed recordings and Remaining recordings will be visible on your screen too.
16. After completing the recordings, a Payment form will appear on your screen. Please fill all the requisite details in payment form with and click on “**SUBMIT**” button.(Refer: Image below)

Payment Information

First name*	Last name*	Email*	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Required.	Required.	Required. Inform a valid email address.	
Country*	State / Province*	City	Postal / Zip Code*
<input type="text" value="United States"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
 Required.	Required.	Required.	Required.
Address*	Address2		
<input type="text"/>	<input type="text"/>		
Street Address.	Street Address 2.		
Payment Method*	Payment Number*		
<input type="text" value="Google Pay"/>	<input type="text"/>		
Required.	Required.		
<input type="button" value="Submit"/>			

17. Please select your Country by using the drop-down menu available.
18. You can select the payment mode as per the drop-down menu available on the Payment page. The payment modes are:- GooglePay, PayPal, Venmo and Amazon Gift Card.
19. You will be redirected to “LOGOUT” section of your account.
20. Our team will verify your recordings and you will get the payment accordingly.
21. Please read out the sentences loud and clear so that you can record the correct data.
22. **NOTE:-**
 - a) Please read the complete sentences as displayed on your screen.
 - b) **Example: “double three”** be read as “**double three**” (Neither as “**Two times three**” Nor “**Three Three**”).
 - c) “**zero zero zero**” be read as “**zero zero zero**” (Neither as “**Triple Zero**” Nor “**Three Times Zero**”).
 - d) Word “**oh**” be read as “**o**” (That means “**Zero**” in US).

— Important —

Read and record all 1000 sentences completely, properly, loudly and clearly on the incoming call.

Make sure you don't have background noises such as kids shouting, dog barking, people talking, etc.

Make sure you are in good mobile network area so your recordings will be good quality and no breaking voice.

23. ALL THE BEST.

Call or Text or send What's App messages at 1(248)834-2748, you can also send an email to rajkgovivace.com for any questions or clarifications.