



**International Telecommunication Union**  
ITU Telecommunication Development Sector

**World Telecommunication Development Conference 2014**  
**Sync Application User Guide**

The WTDC 2014 Sync Application\* allows you to synchronize WTDC meeting documents\*\* from the ITU server to your local drive. It has been configured to access the ITU server in Geneva and synchronize on demand to the latest published documents.

\*The ITU Sync Application works in Windows® XP/Vista/7/8.

\*\* WTDC 2014 meeting documents include: Contributions, Reports, Administration, Information and Temporary Documents.

**Step 1: Starting the WTDC 2014 Sync Application**

**Download from ITU Website:**

1. Download the WTDC 2014 Sync Application (ITU-D WTDC 2014 Sync.exe), from the WTDC 2014 homepage, to your Windows Desktop.

<http://www.itu.int/en/ITU-D/Conferences/WTDC/WTDC14/Pages/item.aspx?ItemID=683>

2. Once downloaded, execute it, the initial screen will show the ITU License Agreement, click I Agree button. Then, a window to set where to save the documents and if you want to create a shortcut in Program Menu. Then, click Save settings and connect.

**Notes:**

- *It is recommended that you save the WTDC 2014 Sync Application (ITU-D WTDC 2014 Sync.exe) into your Windows Desktop for easy access.*
- *The Settings window will only be displayed when you run the application for the first time. If you would like to change the settings, click on the "Settings" button from the main menu.*
- *If you wish to initialize the files, select the "Delete downloaded files" button from the Settings page.*



# WTDC-2014

UNITED ARAB EMIRATES  
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## Step 2: Synchronizing WTDC 2014 Meeting Documents

1. From the Menu below, click the first button, "Synchronize Meeting Documents".



2. Select the language(s) of the documents to synchronize.



3. Then click Start and the synchronization will begin. A synchronize window will appear; wait until it completes and disappears, then you may access the documents.

**Notes:**

- *In the initial synchronization, it may take several minutes to download documents.*
- *Synchronization is set to run on demand; you may launch it at any time from the menu by clicking on the "Synchronize Documents" button.*

### Step 3: Accessing WTDC 2014 Meeting Documents

1. Click on "Access Meeting Documents" to show the contents page. This page will give you access to the documents that were downloaded and synchronized to your hard drive.

The screenshot shows a web browser window titled "World Telecommunication Development Conference 2014". The browser's address bar and navigation buttons (E, A, C, S, F, R) are visible. The page header includes the ITU logo and the text "International Telecommunication Union". Below the header, the text "ITU Telecommunication Development Sector" is displayed, along with buttons for "View Sync History" and "Main Menu".

The main content area features a banner for the "WORLD TELECOMMUNICATION DEVELOPMENT CONFERENCE 2014" with the theme "BROADBAND FOR SUSTAINABLE DEVELOPMENT". The banner includes images of the ITU logo, a globe, and the Burj Khalifa.

The page is divided into two columns:

- OVERVIEW**

ITU's sixth [World Telecommunication Development Conference \(WTDC\)](#) will take place at the Dubai World Trade Centre in Dubai, United Arab Emirates, from 30 March to 10 April 2014 at the kind invitation of the United Arab Emirates.

The theme of WTDC-14 is "Broadband for Sustainable Development".

The objective of WTDC-14 is to establish work programmes and guidelines for defining telecommunication development questions and priorities and to provide direction and guidance for the work programme of the Telecommunication Development Sector (ITU-D) over the next four-year period.

WTDC-14 will be preceded by an Executive Strategic Dialogue on Broadband for Sustainable Development. This Dialogue will take place on Saturday, 29 March, from 2 p.m. to 4 p.m., at the Dubai World Trade Centre and will provide an opportunity to exchange views on the trends, challenges and opportunities of the telecom/ICT sector.
- DOCUMENTS**
  - [Contributions](#)
  - [Administrative Documents](#)
  - [Information Documents](#)
  - [Temporary Documents](#)
  - [Reports](#)

At the bottom of the page, there is a footer with the text: "Top - [Feedback](#) - [Contact Us](#) - [Copyright © ITU 2014](#) All Rights Reserved. Contact for this page : [BDT mail](#)".

## Troubleshooting

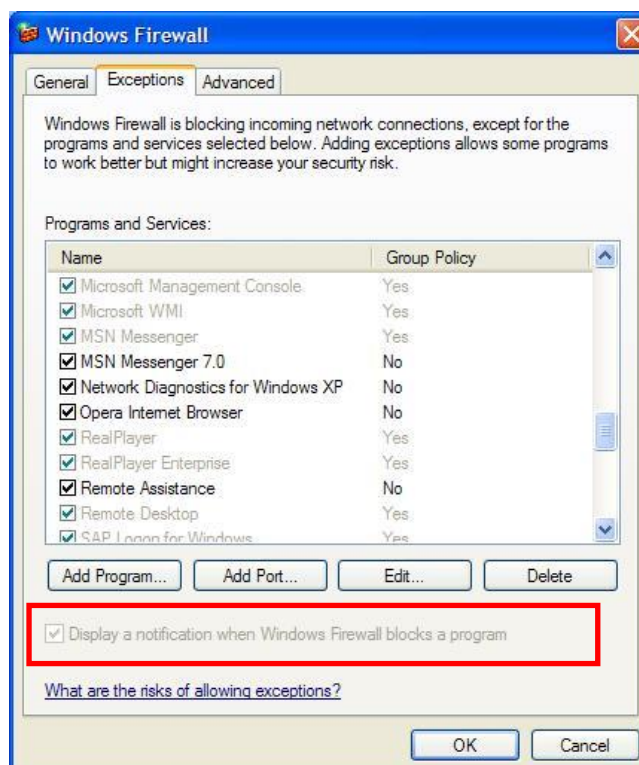
### Troubleshooting: First-time use

1. This window may appear while you use the program. Click on the "Allow access" button to continue. Synchronization is then resumed.



### If synchronization of documents does not start

2. Go to "Control Panel".
3. Run Windows Firewall.
4. Select the "Exception" tab and enable "Display notification when Windows Firewall blocks a program".





5. Click the "OK" button to close.
6. Run "Synchronize Documents" from the menu.
7. The Windows Security Alert (see below) may appear if the Windows Firewall is blocking the program. Click the "Unblock" button to continue. This will probably solve the problem.



8. Check if synchronization begins. If it doesn't, check if other factors, such as antivirus programs or the server, are blocking the program. One way to check is to run the sync program outside your organization.

### Antivirus or Internet Security Programs

Some Antivirus or Internet Security Programs block the Sync application program. For this reason, the antivirus or internet security programs need to allow autorun.exe, as indicated below, to be run:

*For Windows 7:*

- C:\users\[login name]\appdata\local\temp\ir\_ext\_temp\_[last number]\autorun.exe

*For Windows XP:*

- C:\Documents and Settings\[login name]\Local Settings\Temp\ir\_ext\_temp\_[last number]\autorun.exe

If you experience problems in accessing or synchronizing documents, please contact our IT assistance and support service by calling the ITU IS Service Desk:

Room: V 29 (Varembé building)

Phone: +41 22 730 6666

Fax: +41 22 730 5337

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