**INSTRUCTIONS FOR SETTING UP SYNCCLOUD CONDUIT SERVER**

**Note: the system requires a Windows platform.**

1. Download the server software from here: <https://drive.google.com/file/d/1sfA7RR46G8nmoprs4vTinL9Nxk-Pkyi_/view?usp=sharing>
2. Run the installation on your server with default parameters. Just click “Next” through the setup.
3. After installation you should see a shortcut on the desktop “Conduit Server Manager”. Open it. **!Do not toggle “Server status” switch until you profile the properties!**
4. On the “Properties” tab enter the following into the form:
   1. Server name: K**DHS Conduit Server**
   2. Description: **Conduit Server used in Kenya DHS**
   3. Local address: https://{your\_server\_domain}/kecs01
      1. {your\_server\_domain} needs to be replaced with whatever domain points to your server. It can also be a subdomain like abc.myserver.com.
      2. Make sure SLL certificate is valid.
   4. Public address: https://{your\_server\_domain}/kecs01
   5. Global service URL: <https://gs.synccloudservices.com/>
5. Click “Apply changes” and try toggling the “Server status” switch at the top. The status should switch to “Starting” and then to “Running”. It may take a few seconds for it to go online.
6. Click on “Ping server” button. You should get message “Server response OK”. That means the global service received and returned the test message and can communicate with your conduit instance.
7. Go to “Trusted users” tab. Click “Add user”
8. In the dialog enter email address [Hanna.Useem@icf.com](mailto:Hanna.Useem@icf.com), and tick both checkboxes “**ManageTrustedUsers**” and “**AttachProject**”.