

My BTCL Business Care working manual for Data & Internet Services (LLI/LC/NIX/VPN)

https://mybtcl.btcl.gov.bd/login

INDEX

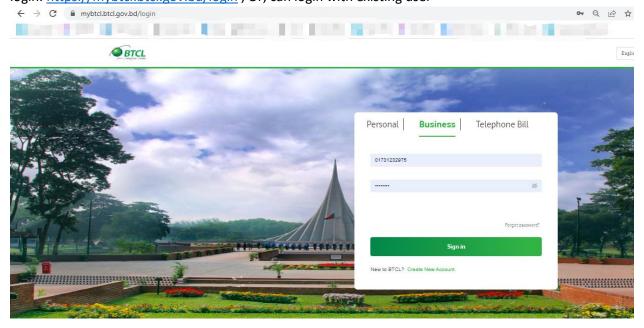
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1.My BTCL B.care:

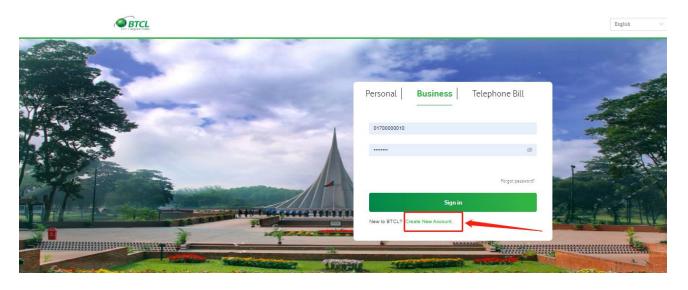
1.1 My BTCL Business Care Login Procedure:

B.care just for Business customer's (LLI, Local Content, NIX, VPN) which can create new account and then login: https://mybtcl.btcl.gov.bd/login, Or, can login with existing user



1.2 How to create a new account on B.care:

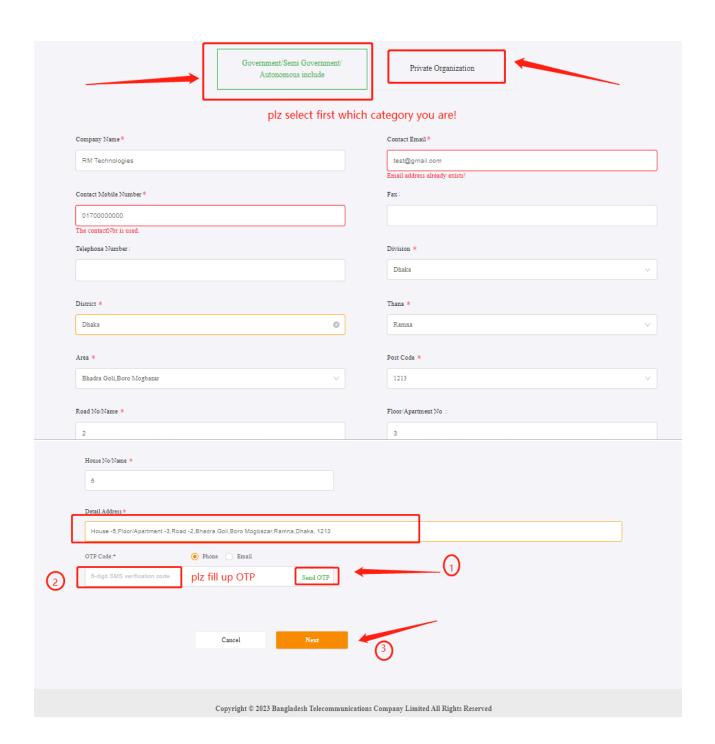
Please select create new Account



If any customer can apply for (Government/Semi Government/Autonomous include) or, (Private Organization)

Plz select first which category you are! And then write all * mandatory information

N.B: * means mandatory field which information must be filled up.



Sign Up Your Personal Account.
Hi, Please set your password. You can log in with your email address or mobile phone number * Password: * Confirm Password: Submit Cancel
Copyright © 2023 Bangladesh Telecommunications Company Limited All Rights Reserved

Plz type password and confirm password must be same then submit, After create Password then Customer will login on Business portal with User: Mobile number and Password and then press the Sign In



This is the Home page for Customer Profile for Business Care, from here Customer can apply for new connection and secondary services.

After Login, this is the Home Page of Business care of https://mybtcl.btcl.gov.bd/

Here will be showed all Active connection status.

From here Customer can apply for new connection and all of secondary services for Data & Internet services.

In this home page, We can directly operate on existing Link.

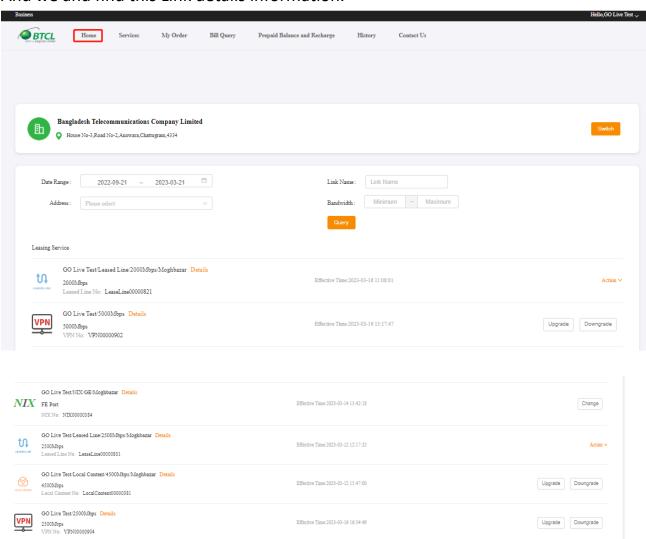
Such as:

1. LLI-->Bandwidth Upgrade/Bandwidth Downgrade/Contract

Management/Local Loop Fiber Management

- 2. LCC-->Bandwidth Upgrade/Bandwidth Downgrade
- 3. VPN-->Bandwidth Upgrade/Bandwidth Downgrade
- 4. NIX-->Change Port Type

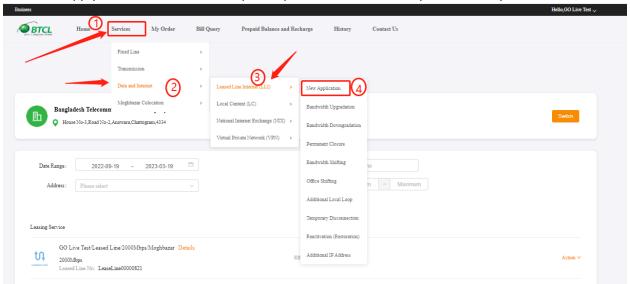
And we and find this Link details information.



2.LLI

2.1 New Application for LLI Services:

If want to Apply for LLI New connection please press the menu below picture one by one.



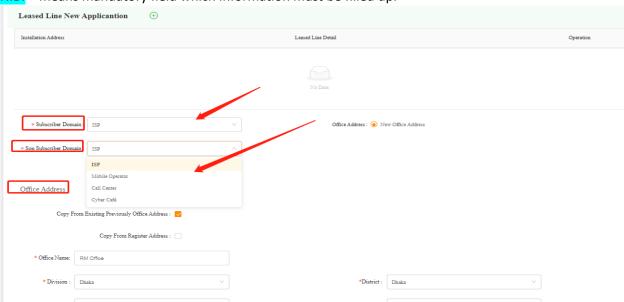
Please fill up all of mandatory information,

Subscriber Domain: if ISP,IIG, Education, Govt and Corporate

Son Subscriber Domain: which is ISP/IIG or other's

Office Address: If can use Existing Office Address then select (Copy From Existing Previously Office Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

N.B: * means mandatory field which information must be filled up.



Installation Address:

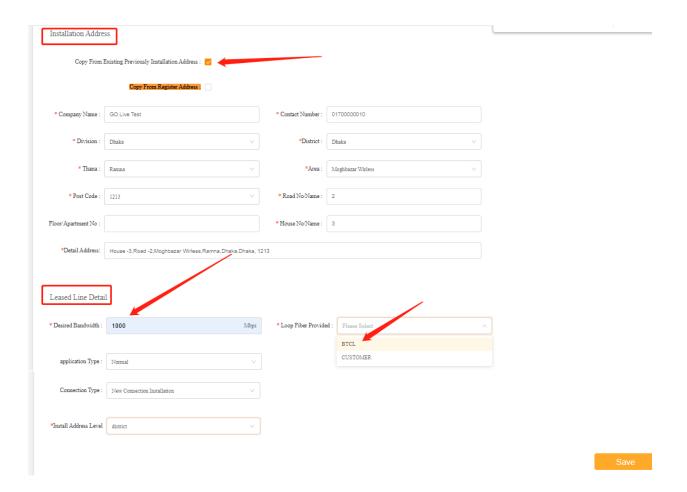
Please fill up all of mandatory information, If can use Existing Installation Address then select (Copy From Existing Previously Installation Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

N.B: * means mandatory field which information must be filled up

Leased Line Detail:

here, must be filled * Desired Bandwidth & * Loop Fiber Provided if Fiber provided by BTCL then select BTCL if Fiber Provided customer then select Customer

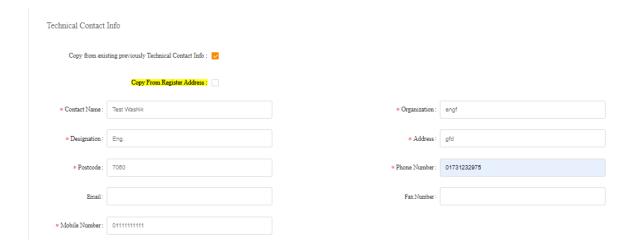
N.B: * means mandatory field which information must be filled up



Technical Contact Info:

Please fill up all of mandatory information, If can use Technical Contact Info then select (Copy from existing previously Technical Contact Info) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

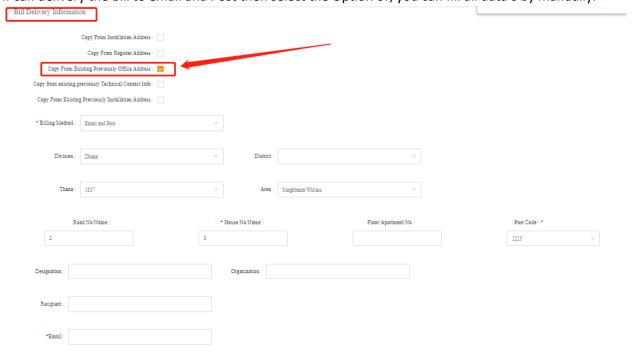
N.B: * means mandatory field which information must be filled up



Bill Delivery Information:

here many option to select which is actual required to delivery information.

If can delivery the bill to email and Post then select the Option or, you can fill all data's by manually.



Upload Attchment:

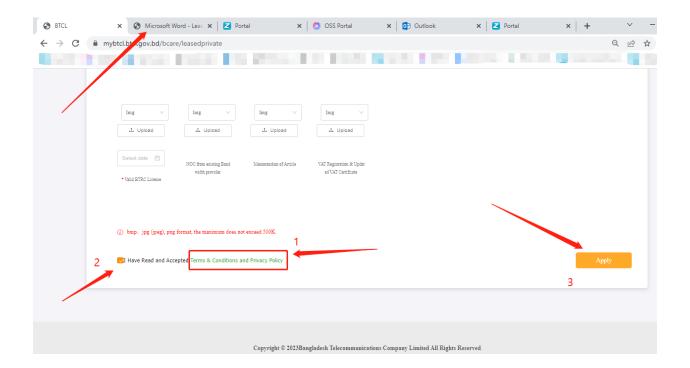
Mandatory marked * that attachment must be uploaded and other's all optional.



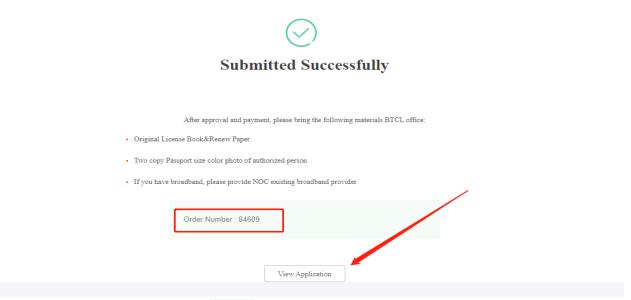
Terms & Conditions and Privacy Policy:

Plz select Terms & Conditions and Privacy Policy and read the LLI Policy then select

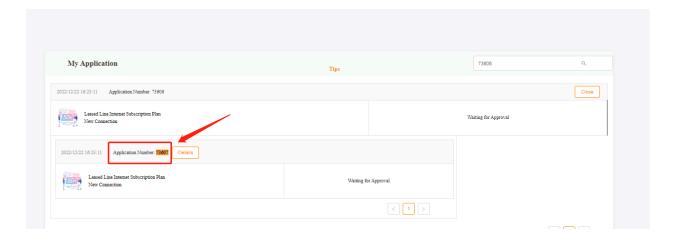
■ I Have Read and Accepted Terms & Conditions and Privacy Policy and Apply

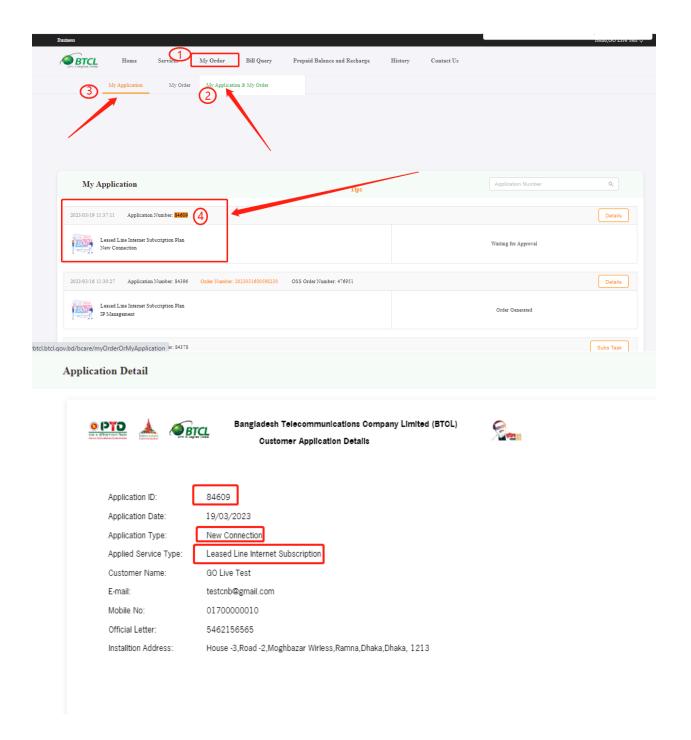


And Press View Application for Details information:



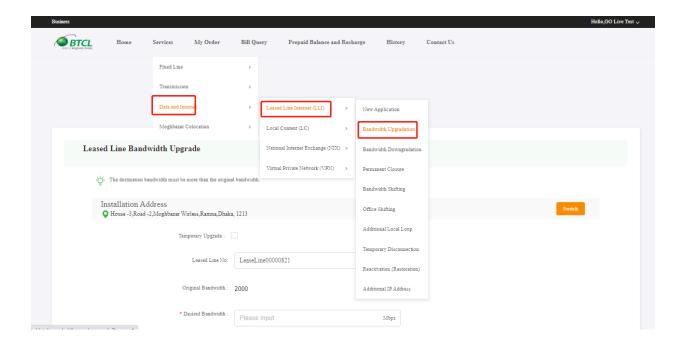
Now We found the application no: 84609 below Application number and send to BTCL for further Process



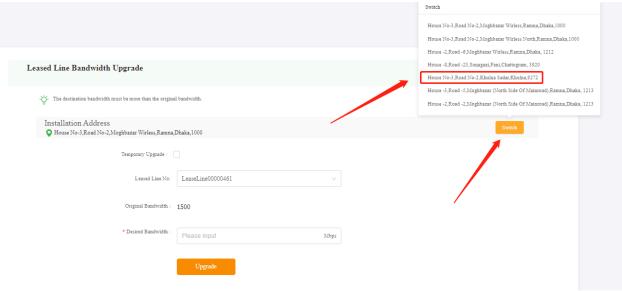


2.2 Application for LLI Bandwidth Upgrade/ Downgrade:

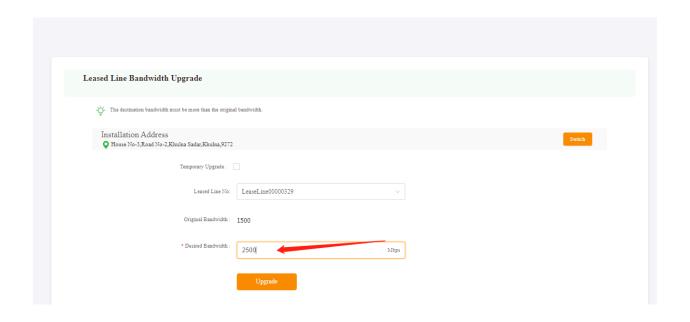
After Login Business Care then press Lease Line and then Bandwidth Upgrade If BW Downgrade this case same like as Bandwidth Upgrade,



Now press switch menu and choose the address which area's connection want to upgrade Bandwidth



And fill (Applied + original) = Desired /Total Bandwidth 1000+1500=2500 Mbps





Submitted Successfully

After approval and payment, please bring the following materials BTCL office:

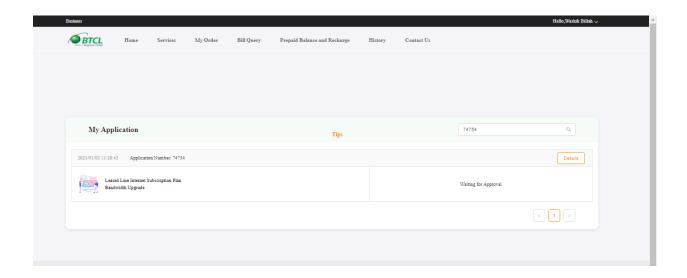
Original License Book&Renew Paper

Two copy Passport size color photo of authorized person

If you have broadband, please provide NOC existing broadband provider

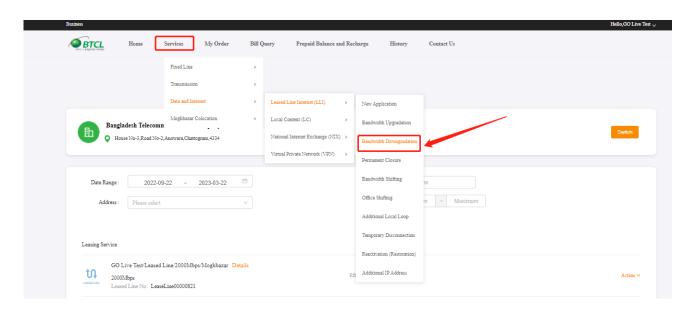
Order Number: 74754

Application Number: 74754 to Send BTCL for further Process::

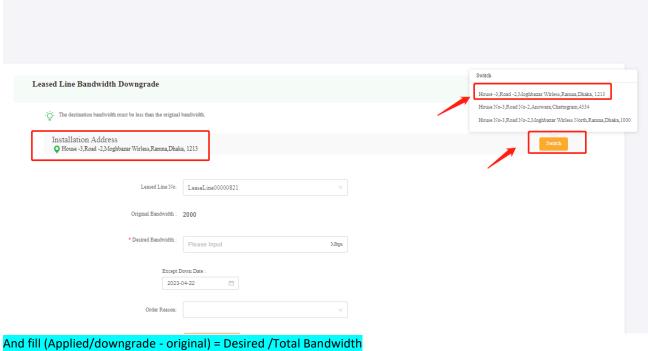


2.3 Application for LLI Bandwidth Downgrade:

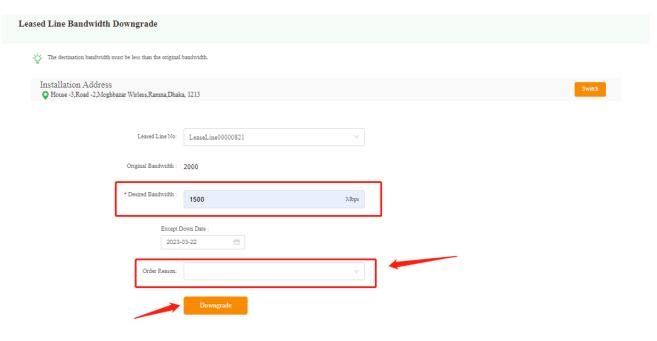
After Login Business Care then press Lease Line and then Downgrade this case same like as Bandwidth Upgrade,



Now press switch menu and choose the address which area's connection want to Downgrade Bandwidth



And fill (Applied/downgrade - original) = Desired /Total Bandwidth 500-2000=1500 Mbps





Submitted Successfully

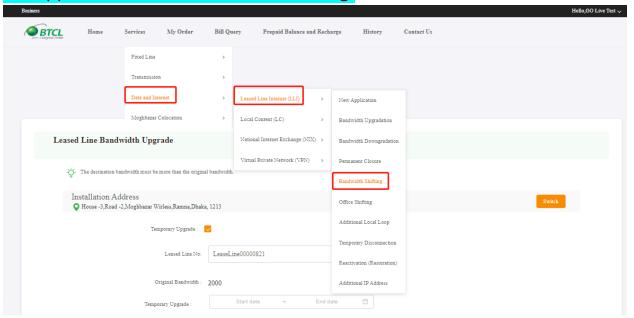
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

Order Number: 84623

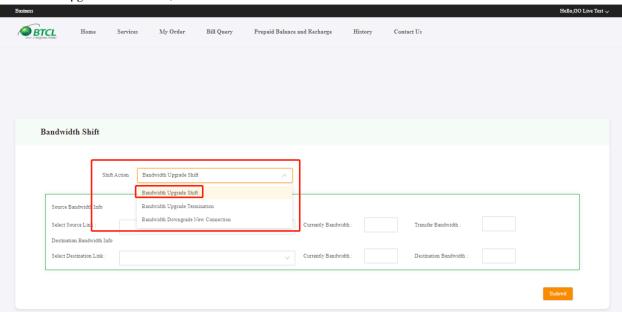
View Application

2.4 Application for LLI Bandwidth Shifting:



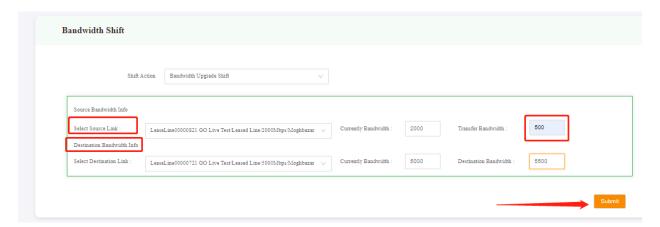
Shift Action

Bandwidth Upgrade Shift select,



Select Source Link: which link do you want to shift the bandwidth and Transfer Bandwidth: 500 Mbps means to transfer destination link and submit

Select Destination Link: the destination Link





Submitted Successfully

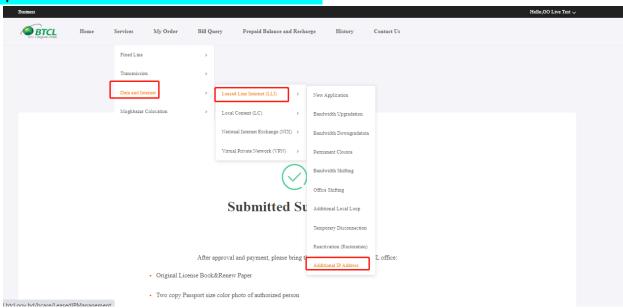
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

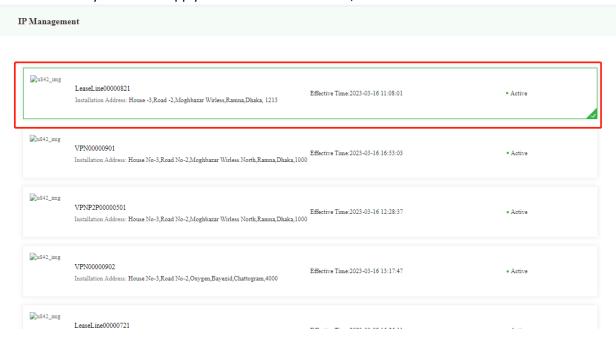
Order Number: 84623

View Application

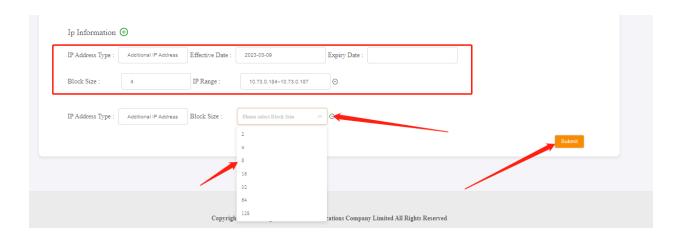
2.5 Application for LLI Additional IP Address:



Select the Link which you want to apply for Additional IP Address,



IP Information: Showing Existing IP Information then Block Size :8 or required block need to select and submit.





Submitted Successfully

After approval and payment, please bring the following materials BTCL office:

View Application

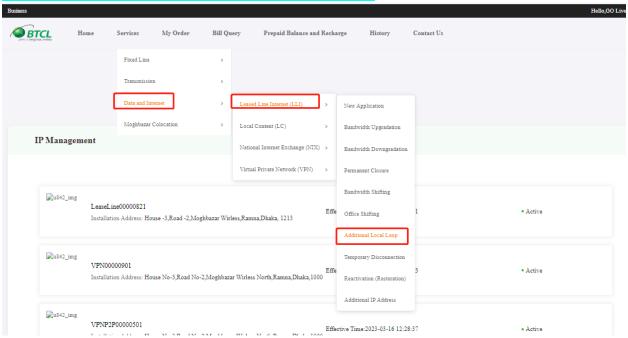
Original License Book&Renew Paper

Two copy Passport size color photo of authorized person

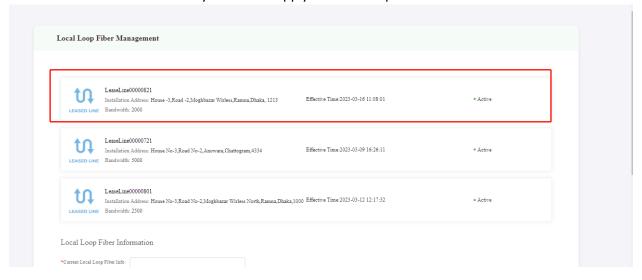
If you have broadband, please provide NOC existing broadband provider

Order Number: 74754

2.6 Application for LLI Additional Local Loop:



Plz select the desired link which you want to apply for Local loop fiber



Local Loop Fiber Information *Current Local Loop Fiber Info: Customer previously OFC using customer & Is Provided By BTCL: Need to select BTCL means Applying for BTCL OFC and submit.





Submitted Successfully

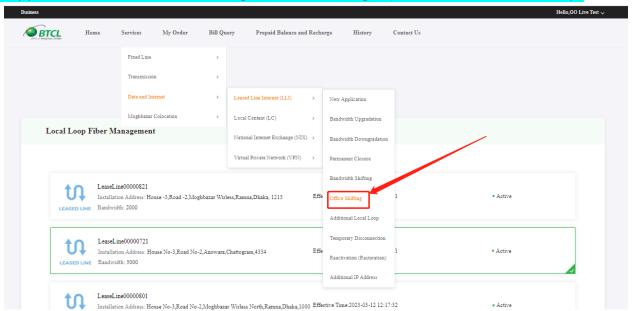
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

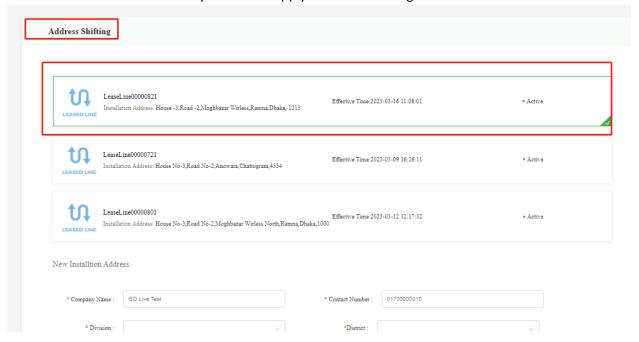
Order Number : 84623

View Application

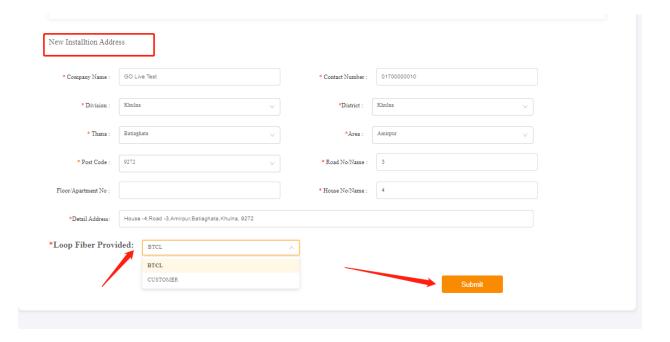
2.7 Application for LLI Office Shifting / Address change: (With/Without Local Loop)



Plz select the desired link which you want to apply for Office shifting



New installation Address: fill up all new address and Loop provider BTCL/Customer then submit





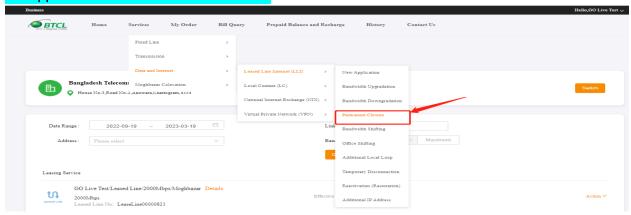
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- Two copy Passport size color photo of authorized person
- If you have broadband, please provide NOC existing broadband provider $\,$

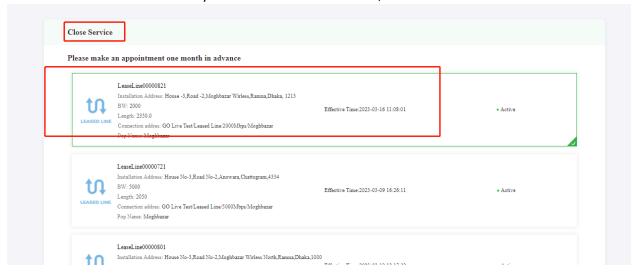
Order Number: 84630

View Application

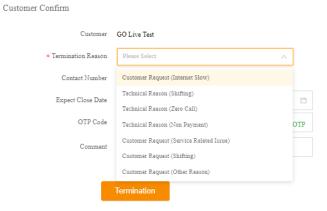
2.8 Application for LLI Permanent Closure:



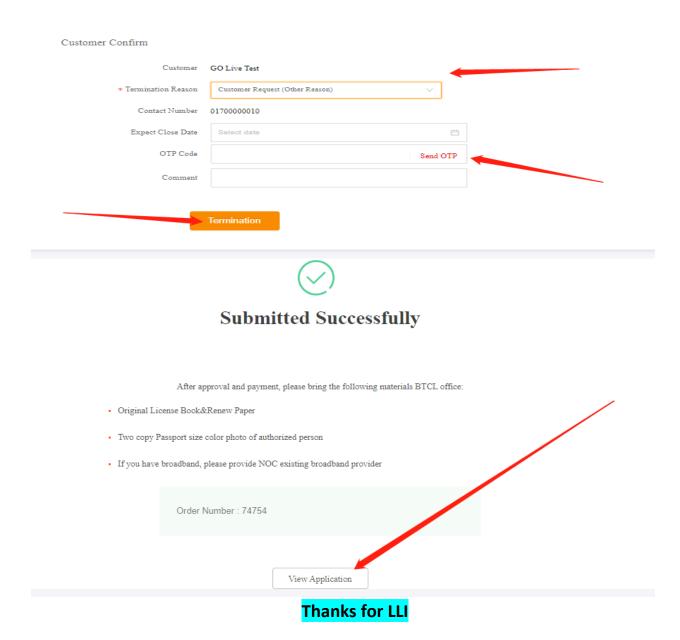
Plz select the desired Link which you want to close the service,



Plz select the reason



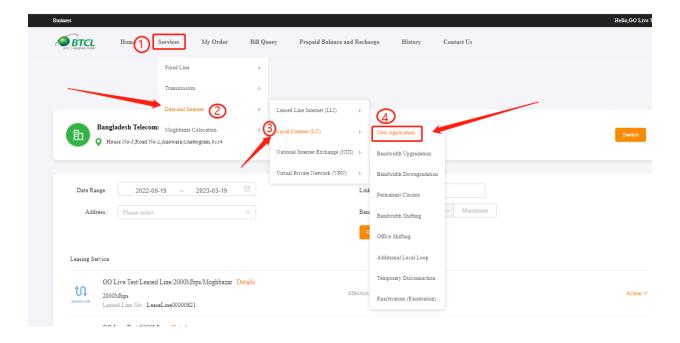
Send the OTP and input the OTP and select Terminate



3.Local Content

3.1 New Application for Local Content Services:

If want to Apply for Local Content New connection please press the menu below picture one by one.



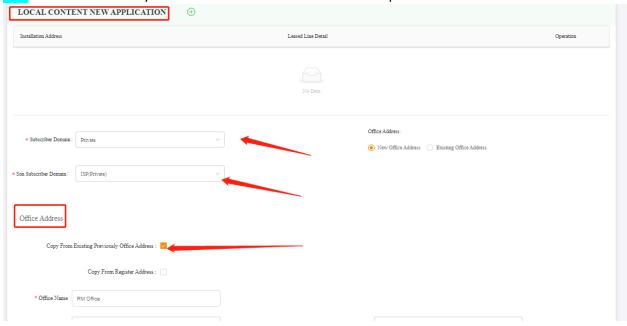
Please fill up all of mandatory information,

Subscriber Domain: if Private, Govt

Son Subscriber Domain: which is ISP/IIG/ Organization

Office Address: If can use Existing Office Address then select (Copy From Existing Previously Office Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

N.B: * means mandatory field which information must be filled up



Installation Address:

*Existing Leased Line Address: which is previously connected LLI connection and we have to select this link against the LC Connection.

N.B: * means mandatory field which information must be filled up

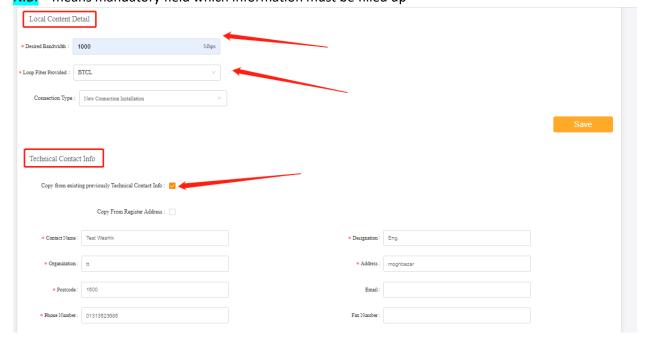
* Company Name :	GO Live Test	* Contact Number :	0170000010	
xisting Leased Line Address:	LeaseLine00000721 House No-3, Road No-2, Anowara, Chatt V			
* Division :	Chattogram	*District :	Chattogram V	
* Thana :	Anowara	*Area	Anowers V	
* Post Code :	4334 ∨	*Road No/Name	2	
oor/Apartment No :		* House No/Name :	3	

Local Content Detail: plz input desired Bw and * Loop Fiber Provided if Fiber provided by BTCL then select BTCL if Fiber Provided customer then select Customer

N.B: * means mandatory field which information must be filled up

Technical Contact Info: Please fill up all of mandatory information, If can use Technical Contact Info then select (Copy from existing previously Technical Contact Info) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

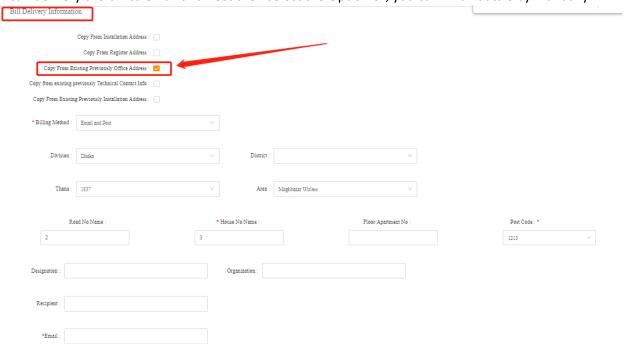
N.B: * means mandatory field which information must be filled up



Bill Delivery Information:

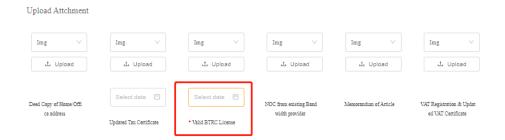
here many option to select which is actual required to delivery information.

If can delivery the bill to email and Post then select the Option or, you can fill all data's by manually.



Upload Attchment:

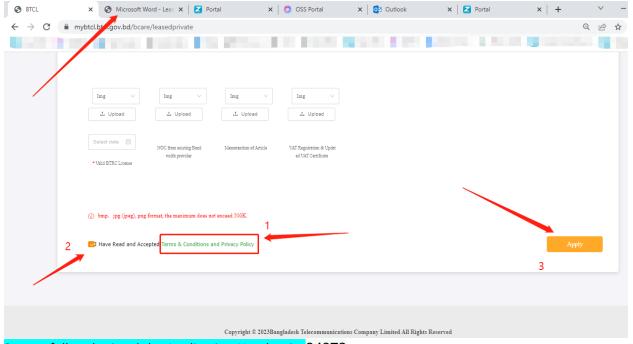
Mandatory marked * that attachment must be uploaded and other's all optional.



Terms & Conditions and Privacy Policy:

Plz select Terms & Conditions and Privacy Policy and read the Local Content Policy then select

I Have Read and Accepted Terms & Conditions and Privacy Policy and Apply



Successfully submitted the Application Number is: 84672

And Press View Application for Details information:



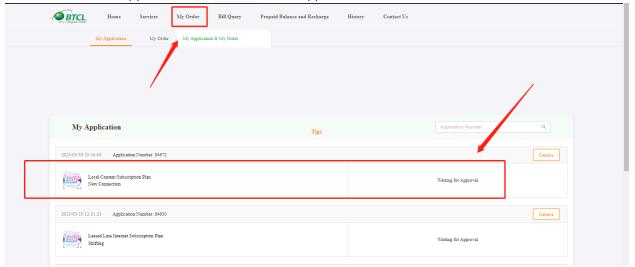
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- Two copy Passport size color photo of authorized person
- If you have broadband, please provide NOC existing broadband provider

Order Number : 84672

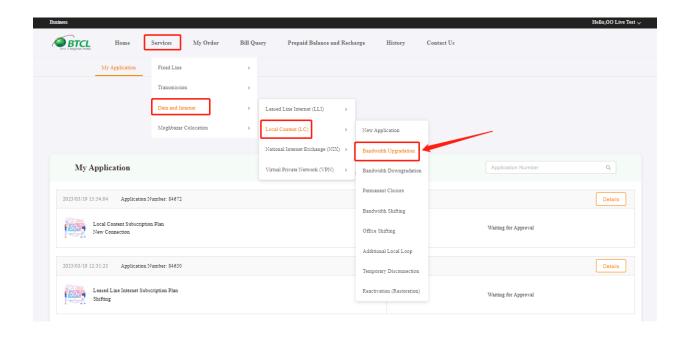
View Application

Now We found the application no: 84672 below Application number and send to BTCL for further Process

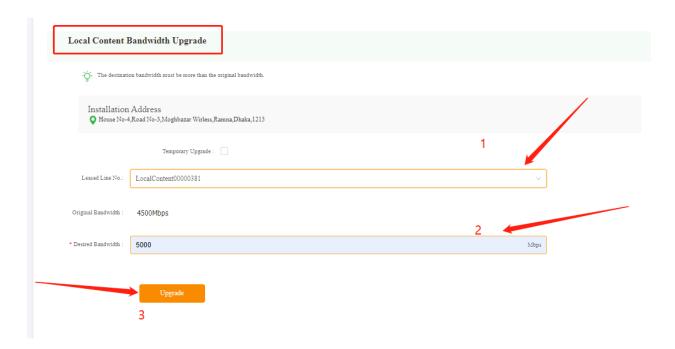


3.2 Application for Local Content Bandwidth Upgrade:

After Login Business Care then press Local Content and then Bandwidth Upgrade If Bw Downgrade this case same like as Bandwidth Upgrade,



And fill (Applied + original) = Desired /Total Bandwidth 500+4500=5000 Mbps





Submitted Successfully

After approval and payment, please bring the following materials BTCL office:

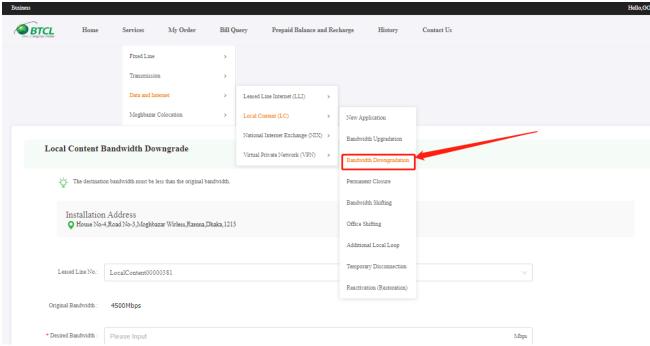
- · Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

Order Number : 84674

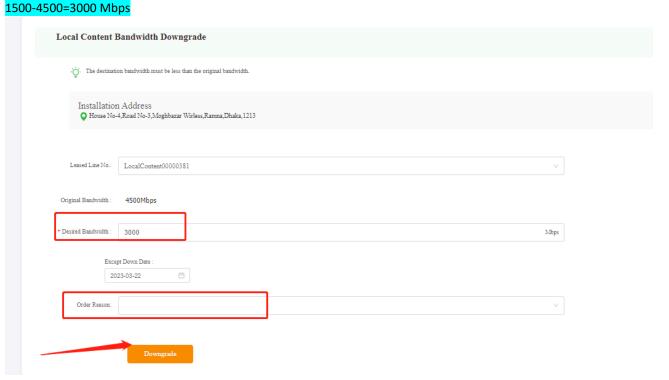
View Application

3.3 Application for Local Content Bandwidth Downgrade:

After Login Business Care then press Local Content and then Bandwidth Downgrade If Bw Downgrade this case same like as Bandwidth Upgrade,



And fill (Applied - original) = Desired /Total Bandwidth





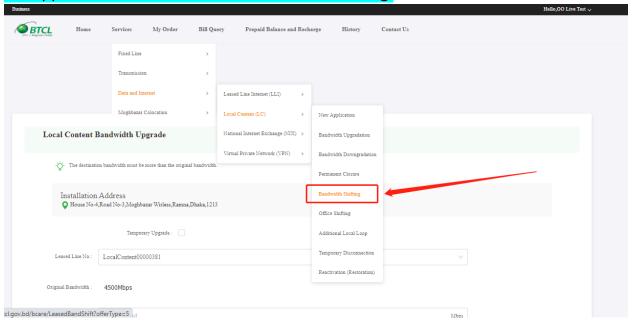
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

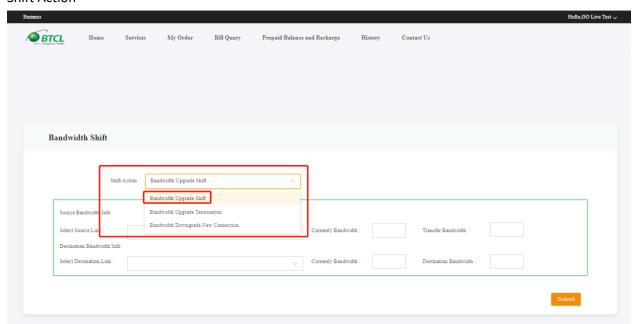
Order Number : 84623

View Application

3.4 Application for Local Content Bandwidth Shifting:

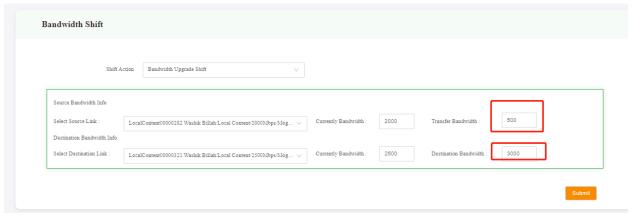


Shift Action



Select Source Link: which link do you want to shift the bandwidth and Transfer Bandwidth :500 Mbps means to transfer destination link and submit

Select Destination Link: the destination Link





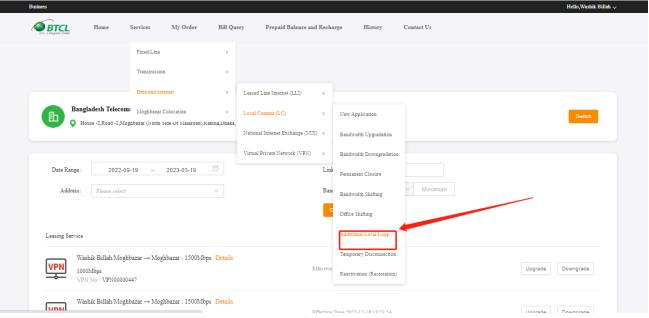
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- Two copy Passport size color photo of authorized person
- If you have broadband, please provide NOC existing broadband provider

Order Number : 84623

View Application

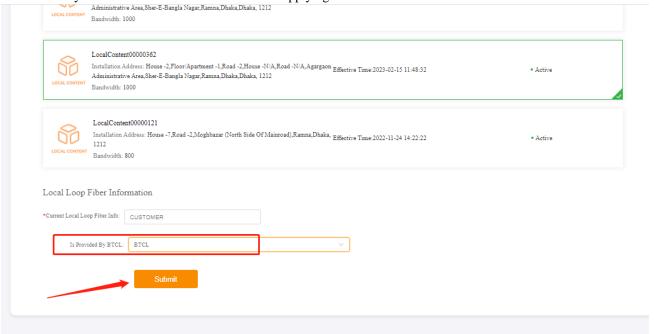
3.5 Application for Local Loop Additional Local Loop:



Plz select the desired link which you want to apply for Local loop fiber



Local Loop Fiber Information *Current Local Loop Fiber Info: Customer previously OFC using customer & Is Provided By BTCL: Need to select BTCL means Applying for BTCL OFC and submit.





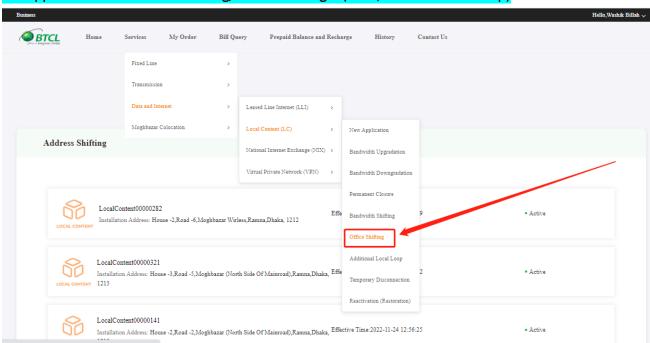
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

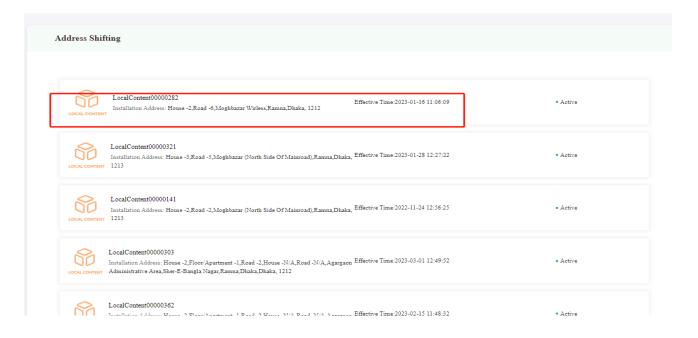
Order Number: 84623

View Application

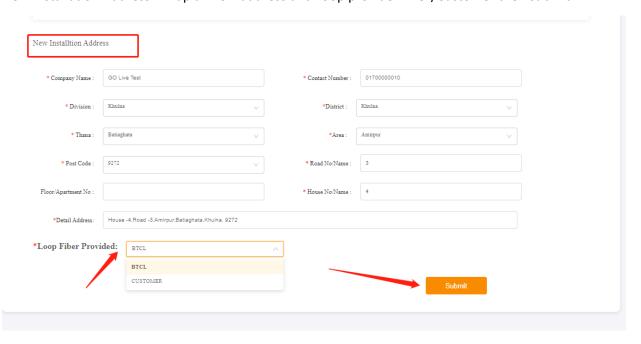
3.6 Application for LC Office Shifting/Address change: (With/Without Local Loop)



Plz select the desired link which you want to apply for Office shifting



New Installation Address: fill up all new address and Loop provider BTCL/Customer then submit





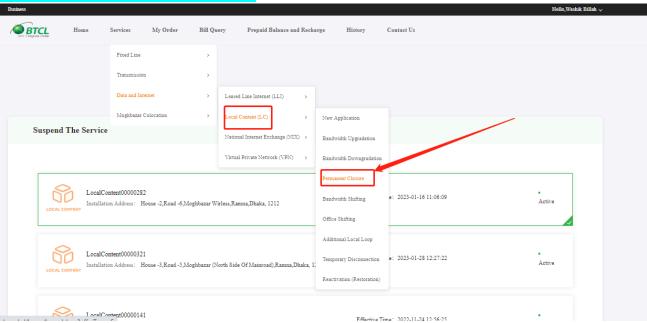
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- Two copy Passport size color photo of authorized person
- If you have broadband, please provide NOC existing broadband provider $\,$

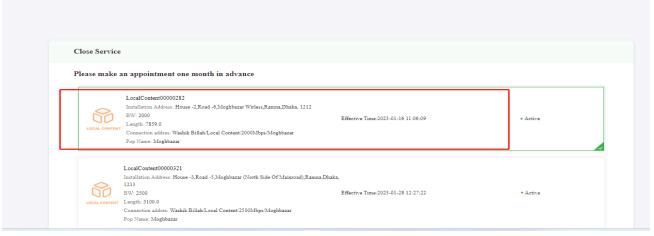
Order Number: 84630

View Application

3.7Application for LC Permanent Closure:

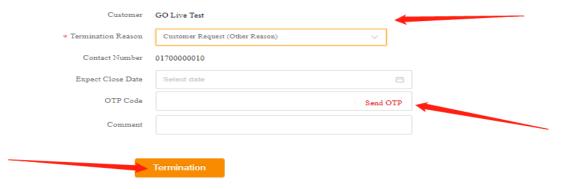


Plz select the desired Link which you want to close the service,



Send the OTP and input the OTP and select Terminate

Customer Confirm





Submitted Successfully

After approval and payment, please bring the following materials BTCL office:

Original License Book&Renew Paper

Two copy Passport size color photo of authorized person

If you have broadband, please provide NOC existing broadband provider

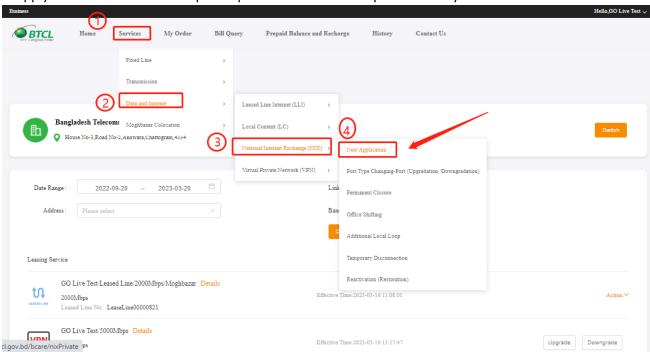
Order Number: 74754

Thanks for Local Content

4.NIX

4.1 New Application for NIX Services:

If want to Apply for Nix New connection please press the menu below picture one by one.



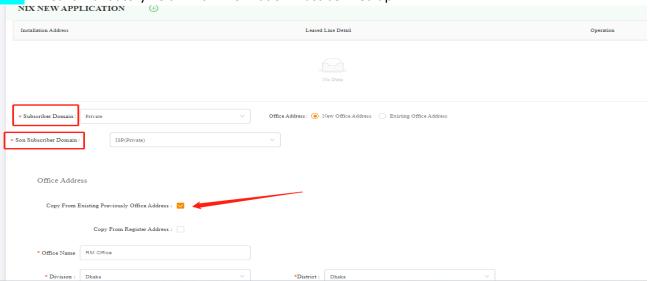
Please fill up all of mandatory information,

Subscriber Domain: if Private, Govt

Son Subscriber Domain: which is ISP/IIG/ Organization

Office Address: If can use Existing Office Address then select (Copy From Existing Previously Office Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

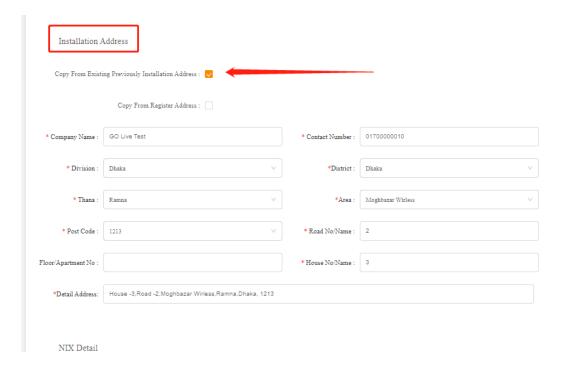
N.B: * means mandatory field which information must be filled up



Installation Address:

Please fill up all of mandatory information, If can use Existing Installation Address then select (Copy From Existing Previously Installation Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

N.B: * means mandatory field which information must be filled up



Nix Detail:

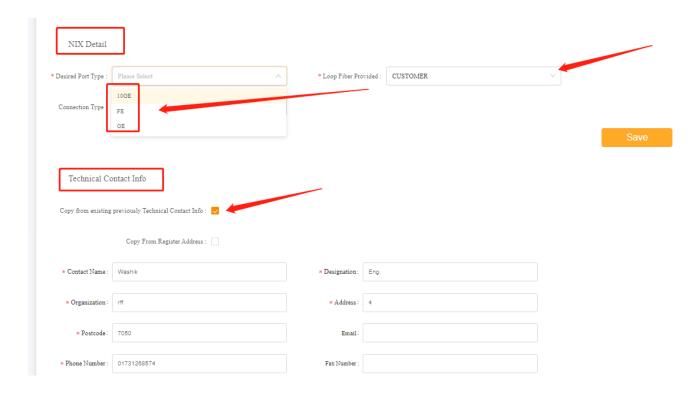
here, must be filled * Desired Port & * Loop Fiber Provided if Fiber provided by BTCL then select BTCL if Fiber Provided customer then select Customer

N.B: * means mandatory field which information must be filled up

Technical Contact Info:

Please fill up all of mandatory information, If can use Technical Contact Info then select (Copy from existing previously Technical Contact Info) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

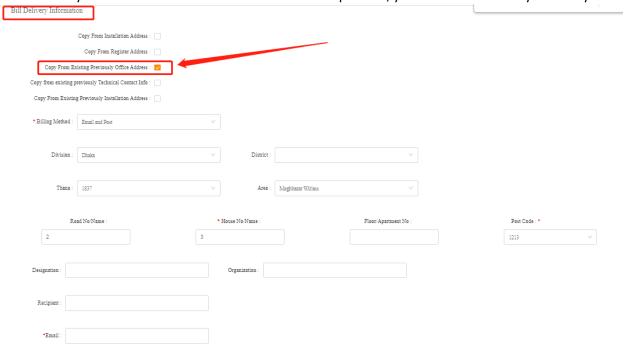
N.B: * means mandatory field which information must be filled up



Bill Delivery Information:

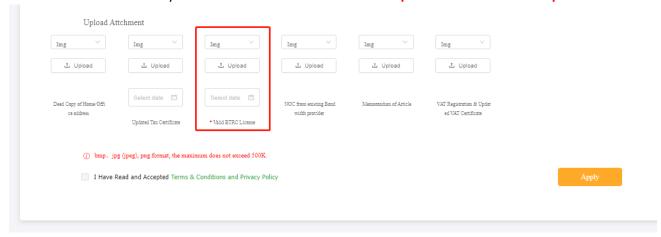
here many option to select which is actual required to delivery information.

If can delivery the bill to email and Post then select the Option or, you can fill all data's by manually.



Upload Attchment:

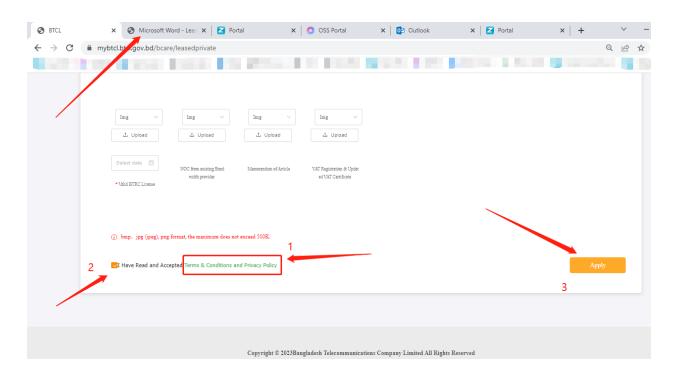
Mandatory marked * that attachment must be uploaded and other's all optional.



Terms & Conditions and Privacy Policy:

Plz select Terms & Conditions and Privacy Policy and read the LLI Policy then select

I Have Read and Accepted Terms & Conditions and Privacy Policy and Apply



Successfully submitted the Application Number is: 84790

And Press View Application for Details information:



After approval and payment, please bring the following materials BTCL office:

Original License Book&Renew Paper

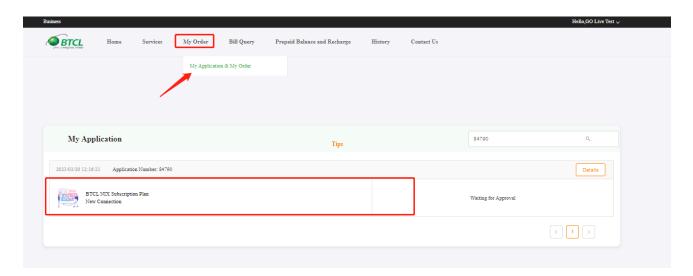
Two copy Passport size color photo of authorized person

If you have broadband, please provide NOC existing broadband provider

Order Number: 84790

View Application

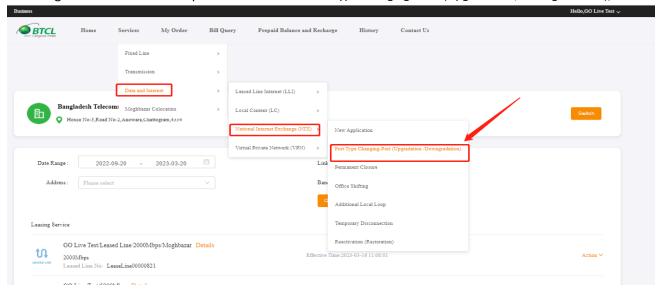
Now We found the application no: 84790 below Application number and send to BTCL for further Process



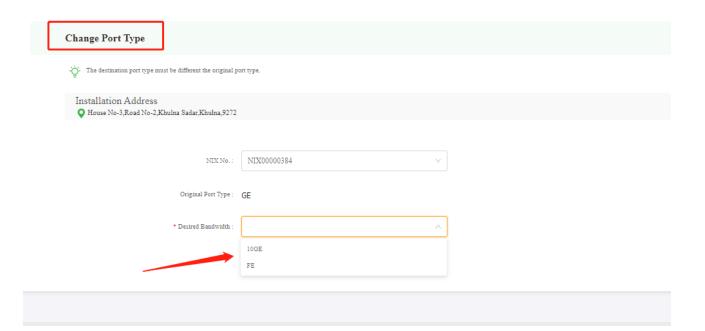


4.2 Application for Port Type changing -Port (Upgradation/Downgradation):

After Login Business Care then press Nix and then Port Type changing -Port (Upgradation/Downgradation),



Then select the desired port what actually want to change and input and then changed and generate the order.





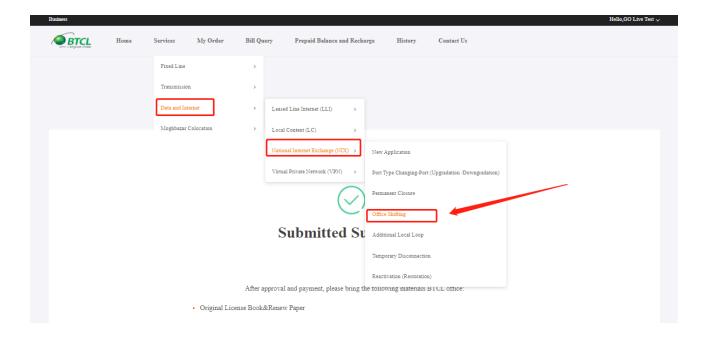
After approval and payment, please bring the following materials BTCL office:

- · Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

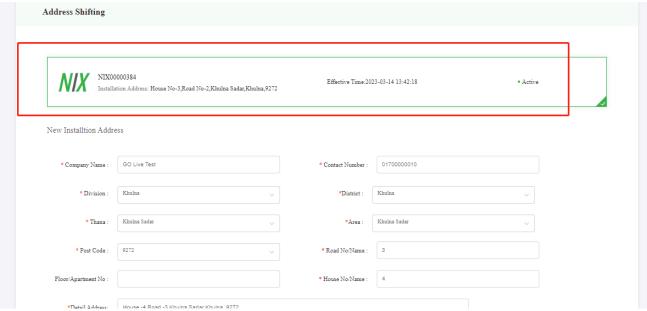
Order Number : 84793

View Application

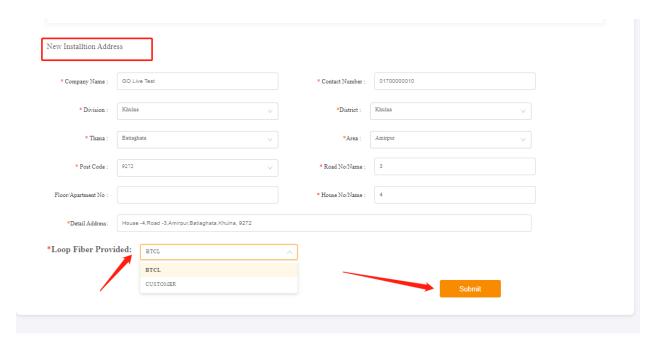
4.3 Application for Nix Office Shifting / Address change: (With/Without Local Loop)



Plz select the desired link which you want to apply for Office shifting



New Installtion Address: fill up all new address and Loop provider BTCL/Customer then submit





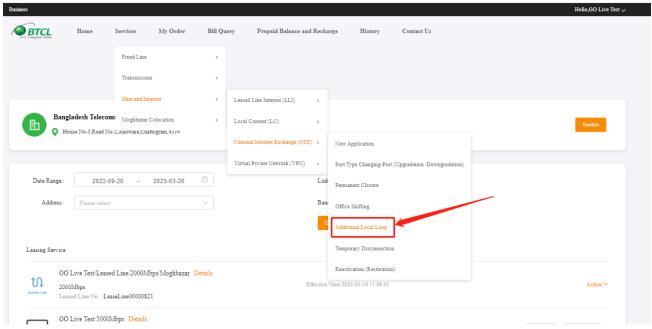
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- Two copy Passport size color photo of authorized person
- If you have broadband, please provide NOC existing broadband provider $\,$

Order Number: 84630

View Application

4.4 Application for Nix Additional Local Loop:



 ${\bf Plz\ select\ the\ desired\ link\ which\ you\ want\ to\ apply\ for\ Local\ loop\ fiber\ Local\ Loop\ Fiber\ Information}$

*Current Local Loop Fiber Info: Customer previously OFC using customer &

Is Provided By BTCL: Need to select BTCL means Applying for BTCL OFC and submit.





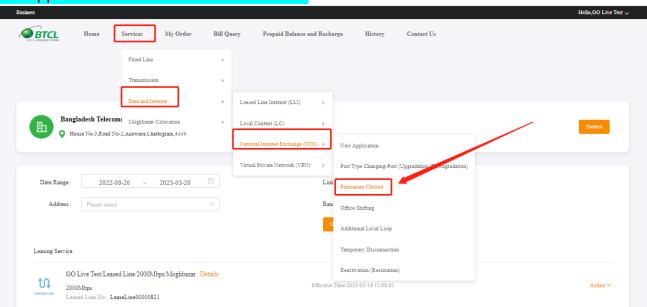
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

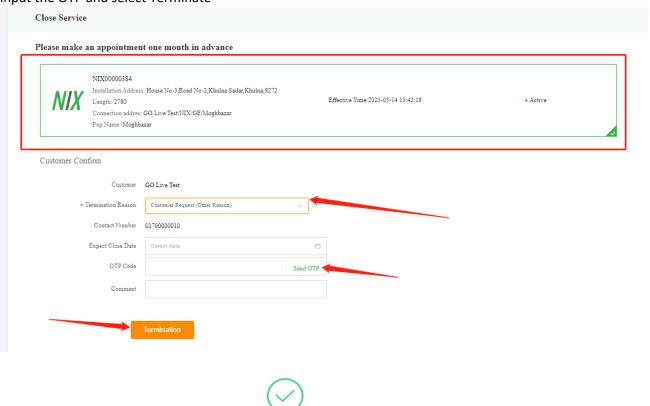
Order Number: 84623

View Application

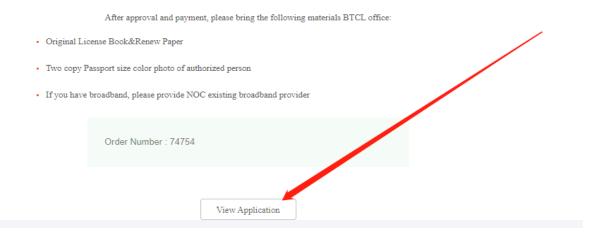
4.5 Application for Nix Permanent Closure:



Plz select the desired Link which you want to close the service, Plz select the reason and Send the OTP and input the OTP and select Terminate



Submitted Successfully

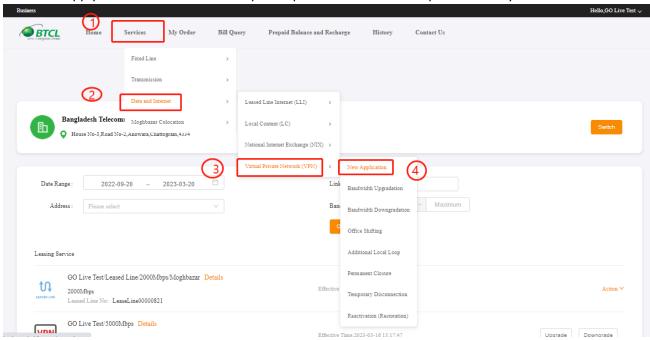


Thanks for NIX

5.VPN

5.1 New Application for VPN Services:

If want to Apply for VPN New connection please press the menu below picture one by one.



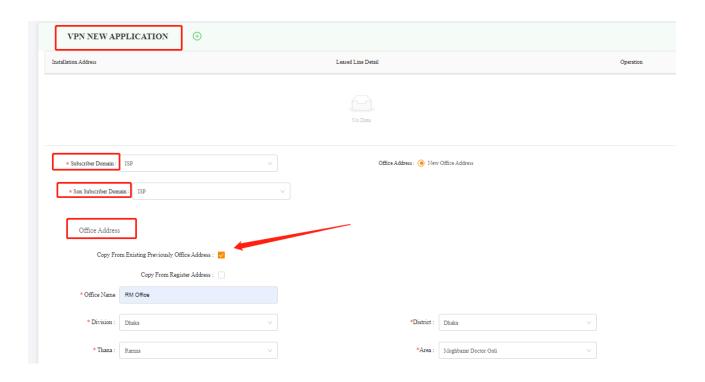
Please fill up all of mandatory information,

Subscriber Domain: if ISP,IIG, Education, Govt and Corporate

Son Subscriber Domain: which is ISP/Mobile Operator/Cyber Café/ Call center.

Office Address: If can use Existing Office Address then select (Copy From Existing Previously Office Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

N.B: * means mandatory field which information must be filled up



VPN Type: Here you can apply (P2P/P2MP) which you want

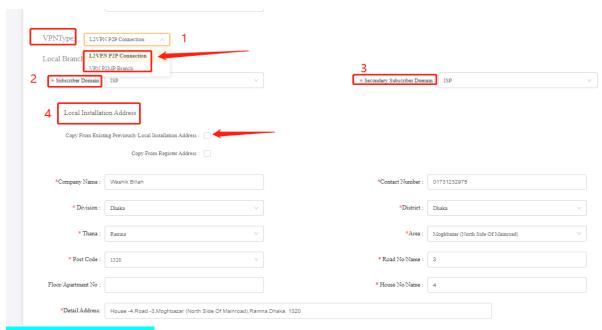
Subscriber Domain: if ISP,IIG, Education, Govt and Corporate

Secondary Subscriber Domain: which is ISP/Mobile Operator/Cyber Café/ Call center.

If ISP & secondary subs domain: ISP and must me same Local & Remote and New Application.

Local Installation Address: If can use existing Local Installation Address then select (Copy From Existing Previously Local Installation Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

N.B. * means mandatory field which information must be filled up

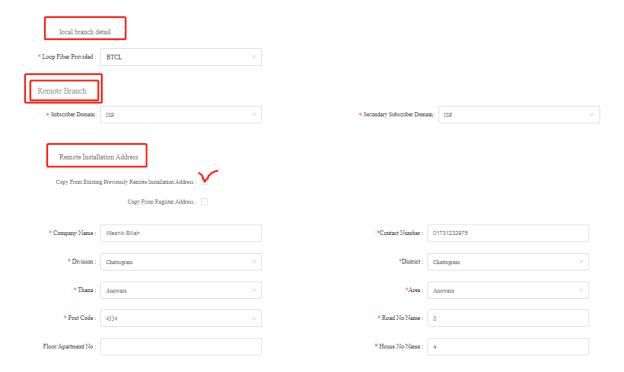


Local Branch Detail

* Loop Fiber Provided: if Fiber provided by BTCL then select BTCL if Fiber Provided customer then select Customer

Remote Branch: If can use existing Remote Installation Address then select (Copy From Existing Previously Remote Installation Address) should be auto filled, If can use existing Register Address then select (Copy From Register Address) should be auto filled or, you can fill all data's by manually.

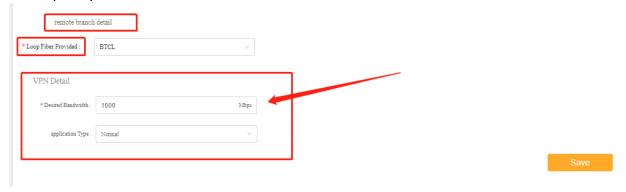
N.B: * means mandatory field which information must be filled up



Remote Branch Details

* Loop Fiber Provided: if Fiber provided by BTCL then select BTCL if Fiber Provided customer then select Customer.

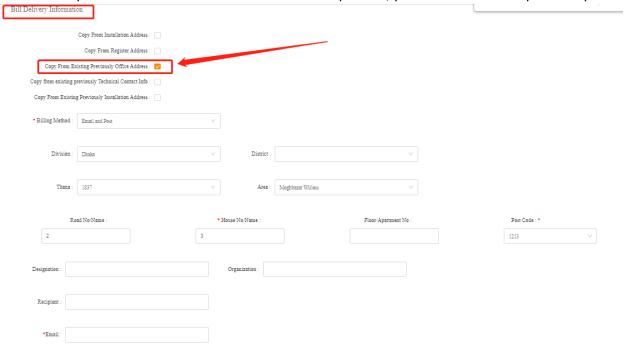
VPN Details: Desired Bandwidth which you want to apply and select the application type normal or temporary.



Bill Delivery Information:

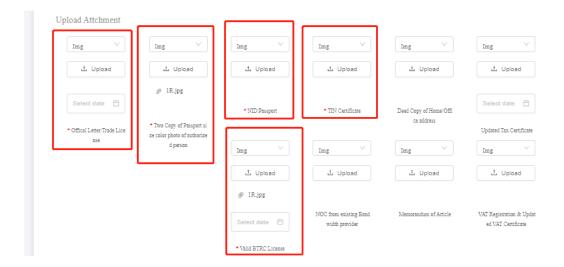
here many option to select which is actual required to delivery information.

If can delivery the bill to email and Post then select the Option or, you can fill all data's by manually.



Upload Attchment:

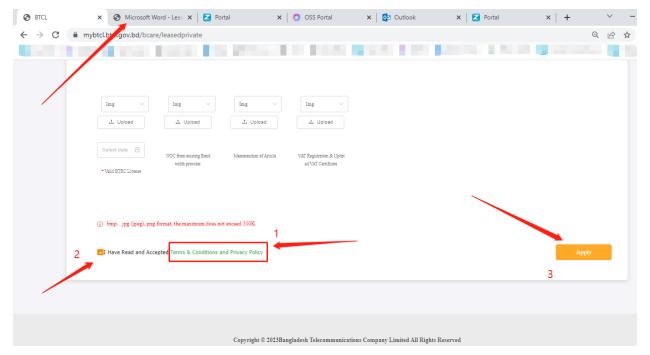
Mandatory marked * that attachment must be uploaded and other's all optional.



Terms & Conditions and Privacy Policy:

Plz select Terms & Conditions and Privacy Policy and read the Local Content Policy then select

■ I Have Read and Accepted Terms & Conditions and Privacy Policy and Apply



Successfully submitted the Application Number is: 84898

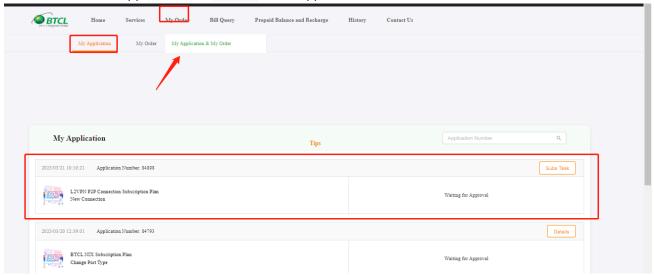
And Press View Application for Details information:



After approval and payment, please bring the following materials BTCL office:

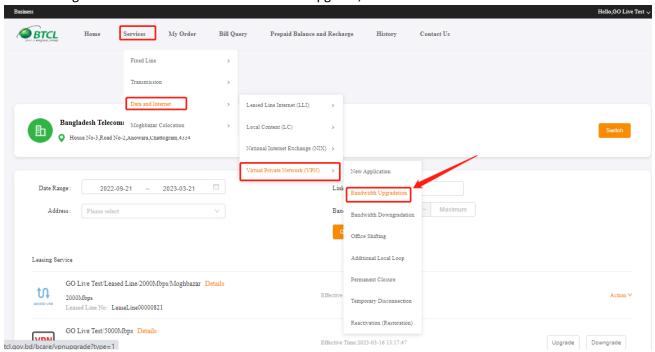


Now We found the application no: 84898 below Application number and send to BTCL for further Process

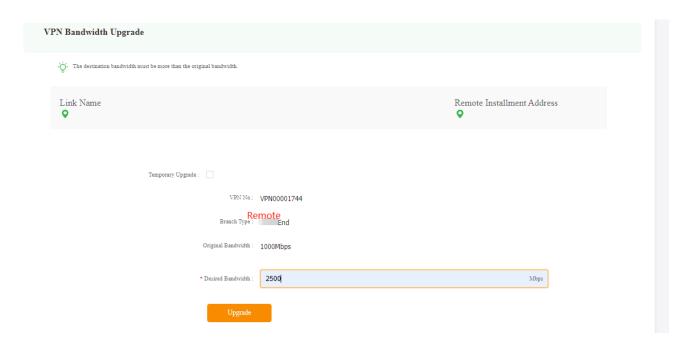


5.2 Application for VPN Bandwidth Upgrade:

After Login Business Care then press VPN and then Bandwidth Upgrade If Bw Downgrade this case same like as Bandwidth Upgrade,



And fill (Applied + original) = Desired /Total Bandwidth 2500+1000=3500 Mbps





After approval and payment, please bring the following materials BTCL office:

- · Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

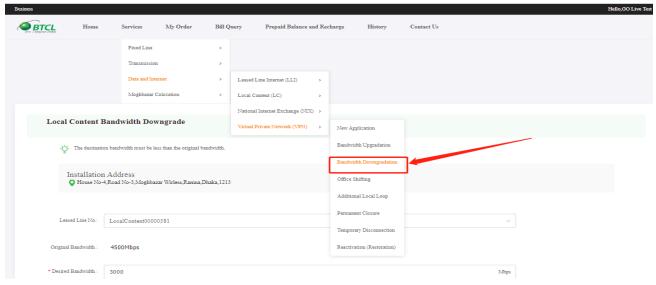
Order Number : 84674

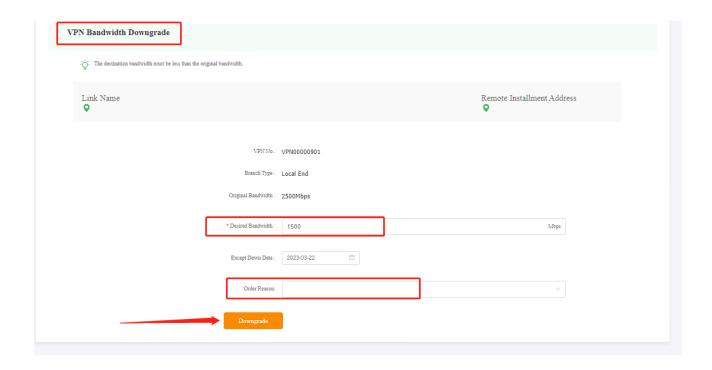
View Application

5.3 Application for VPN Bandwidth Downgrade:

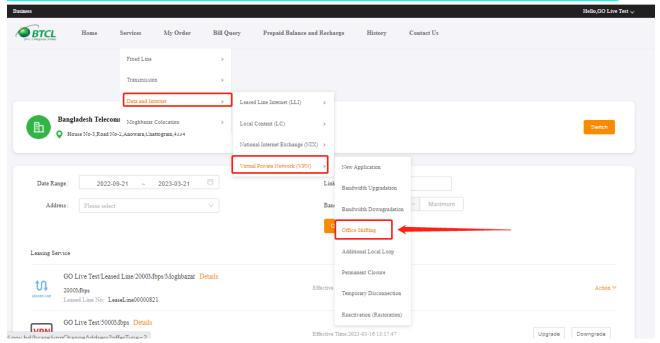
After Login Business Care then press VPN and then Bandwidth Downgrade.

If Bw Downgrade this case same like as Bandwidth Upgrade,

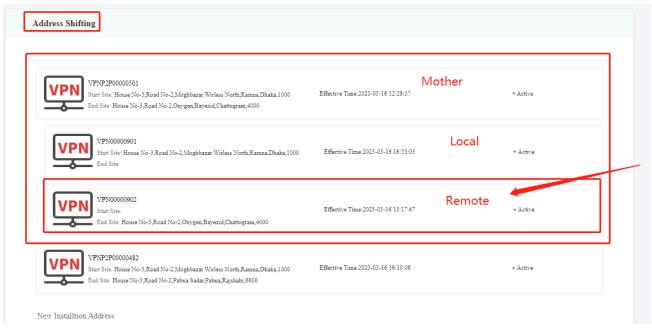




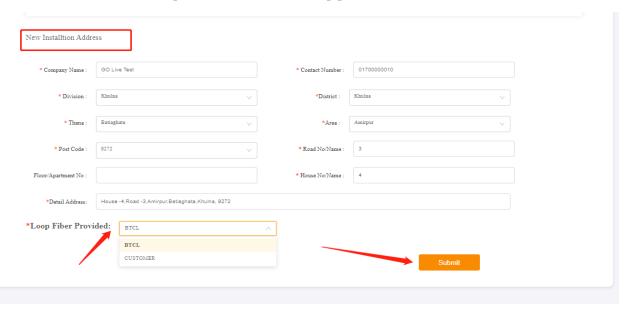
5.4 Application for VPN Office Shifting /Address change: (With/Without Local Loop)



Plz select the desired link which you want to apply for Office shifting Remote/Local



New Installtion Address: fill up all new address and Loop provider BTCL/Customer then submit





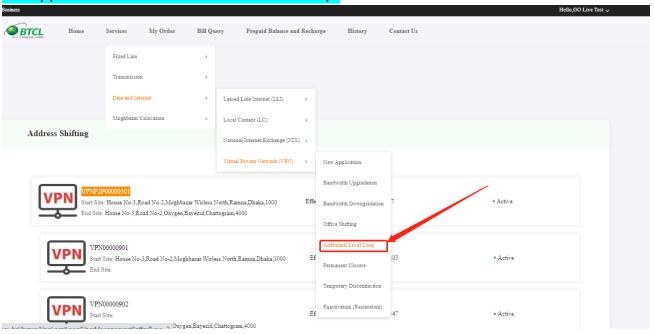
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- Two copy Passport size color photo of authorized person
- If you have broadband, please provide NOC existing broadband provider

Order Number : 84630

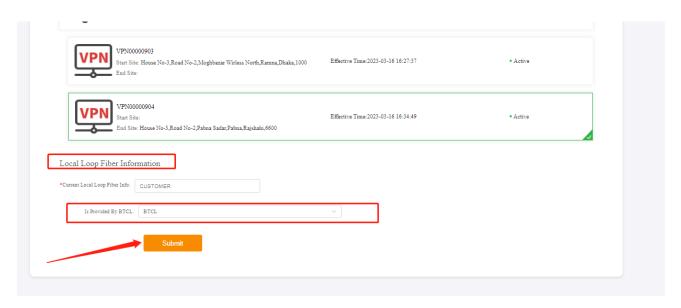
View Application

5.5 Application for VPN Additional Local Loop:





Local Loop Fiber Information *Current Local Loop Fiber Info: Customer previously OFC using Customer & Is Provided By BTCL: Need to select BTCL means Applying for BTCL OFC and submit.





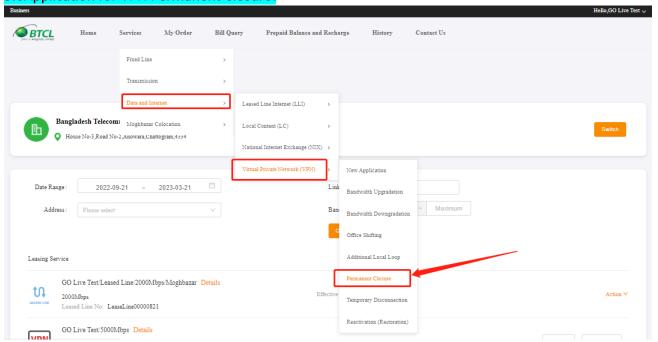
After approval and payment, please bring the following materials BTCL office:

- Original License Book&Renew Paper
- · Two copy Passport size color photo of authorized person
- · If you have broadband, please provide NOC existing broadband provider

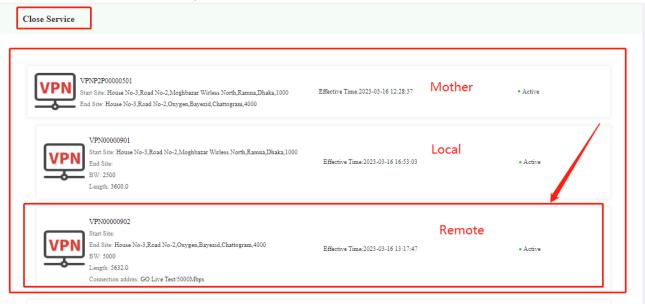
Order Number: 84623

View Application

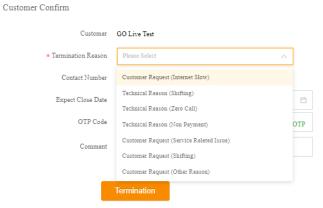
5.6Application for VPN Permanent Closure:



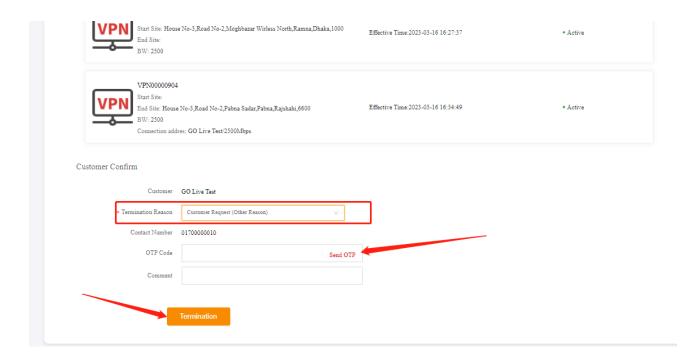
Plz select the desired Link which you want to close the service ,



Plz select the reason



Plz click to (Send the OTP) and input the OTP and then select Termination.





After approval and payment, please bring the following materials BTCL office:

Original License Book&Renew Paper

Two copy Passport size color photo of authorized person

If you have broadband, please provide NOC existing broadband provider

Order Number: 74754

Thanks for VPN