

# DCO (Defense Connect Online)

Quick Reference Guide



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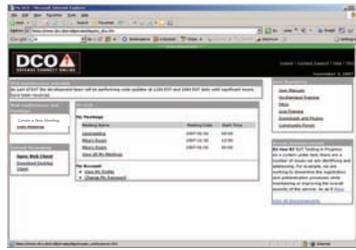
## DCO Overview

Carahsoft and partners Adobe and Jabber, Inc provide Department of Defense users worldwide with a second option for DoD enterprise collaboration services. DCO provides web conferencing anybody can access instantly and XMPP based instant messaging. The major components of DCO are the DCO Portal, Adobe's Acrobat Connect web conferencing tool, and Jabber instant messaging with presence and awareness.

Visit <https://www.dco.dod.mil> or <https://www.dco.dod.smil.mil> (SIPR)

Use these pages to register and access DCO collaboration tools and additional information including documentation, FAQs and tutorials.

The **DCO PORTAL** is the entry point into the Connect and Jabber tools. The portal allows for registration, authentication, & scheduling Connect meetings and IM sessions.



Other resources available on the DCO Portal include on-demand training, a live training calendar, documentation, FAQs, and community forums for interacting with other DCO users.

## ADOBE CONNECT

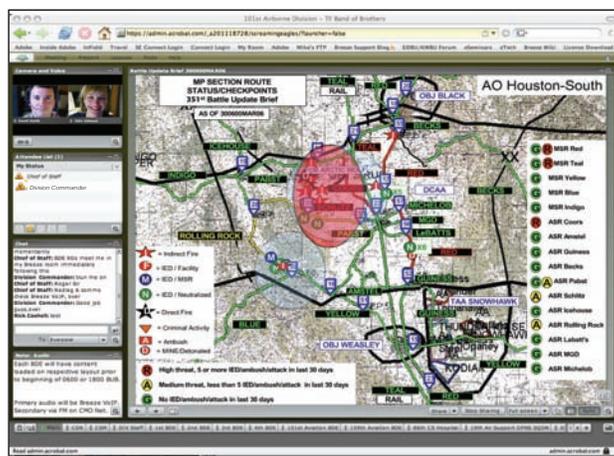
Connect brings real-world functionality to web conferencing. It enables users to communicate and interact with groups large and small in real-time, using high-impact presentations and essential collaboration tools.

Interact with remote participants in real time - one on one or in extended teams. Connect meetings are delivered by Adobe Flash® Player, already installed on more than 97% of computers worldwide, so your audience can access them instantly, without cumbersome software downloads, desktop configuration, or port issues.

Connect meetings with screen-sharing, whiteboarding, integrated VoIP, and multi-person video help with information dissemination and shared situational awareness. Participants can collaborate in an informal, highly interactive manner with shared screens, applications, images, and documents.

## JABBER XCP

The Jabber Extensible Communications Platform™ (Jabber XCP™) is a presence and messaging platform that provides personnel the ability to share textual information and presence awareness via the extremely low bandwidth XMPP standard.



Jabber covers all the basics of IM and adds many features, including multi-user text conferencing, to further boost productivity and enrich the user experience. By instantly connecting available users wherever they are, through whatever device they have on-hand, information moves rapidly to help people make more informed decisions.

Jump from instant messaging to web conferencing with a single click. Jabber users can instantly create and start a Connect meeting by viewing colleagues'

availability, selecting participants, and clicking "Invite to a Connect meeting" - all within the Jabber interface.

**DCO provides you and your organization with the collaboration tools to meet your critical information dissemination requirements.**

For more information or support please contact the DCO Help Desk  
nces@csd.disa.mil, DSN: 850.3136, Commercial: 614-692-3136, Toll-Free: 1-800-447-2457

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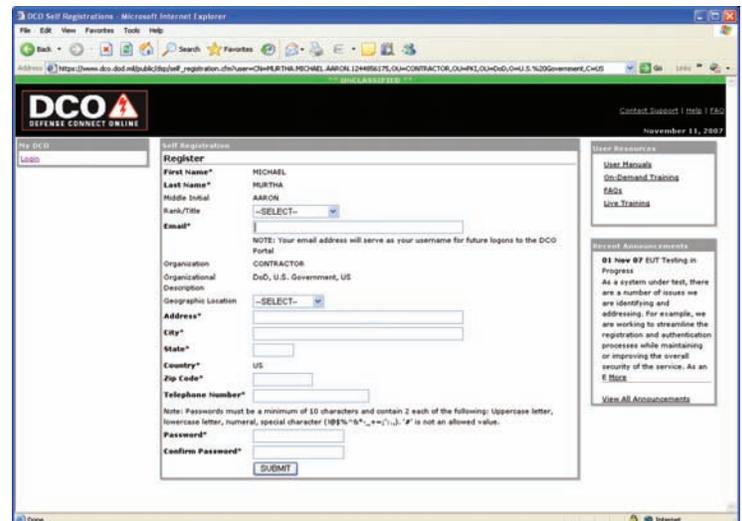
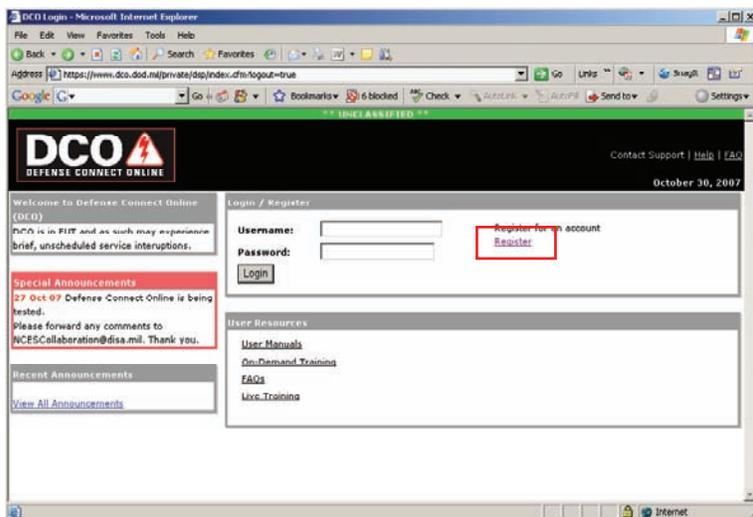
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## Registration

### DCO

1. With your CAC in your computer's card reader, navigate to <https://www.dco.dod.mil> and enter your CAC pin when prompted.
2. Click on the **Register** link.
3. Fill in the fields that are editable for your registration profile. Your password must contain 2 upper case, 2 lower case, 2 numbers, 2 special characters and a minimum of 10 characters total. For example, 'ABCdef@@45'. *NOTE: Certain fields are pulled directly from your CAC & are not editable.*



### DCO (S)

1. Navigate to <https://www.dco.dod.smil.mil>. *NOTE: DCO (S) is completely username and password based.*
2. Click on the **Register** link.
3. Fill in all fields for your registration profile. Your password must contain 2 upper case, 2 lower case, 2 numbers, 2 special characters and a minimum of 10 characters total. For example, 'ABCdef@@45'

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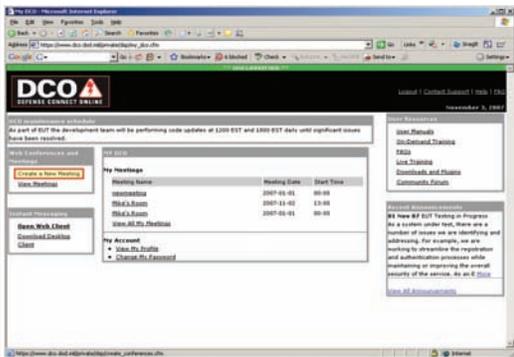
### Five steps to start communicating and collaborating immediately with Connect

Note: If you receive a Connect room URL (ex. <https://connect.dco.dod.mil/updatebrief>) you can go directly to the URL and enter with your username/password or request entry as a guest.

To set up a Connect room follow these simple steps:

1

When logged into the DCO Portal, select **Create a New Meeting** in the **Web Conferences and Meetings** section.

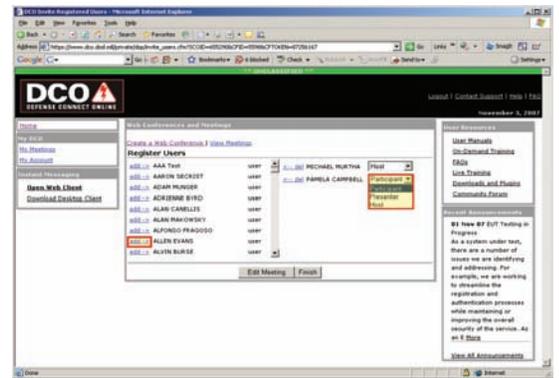


3

When finished select the **Finish** button or if you desire to invite and pre-specify user rights select the **Invite Users** button.

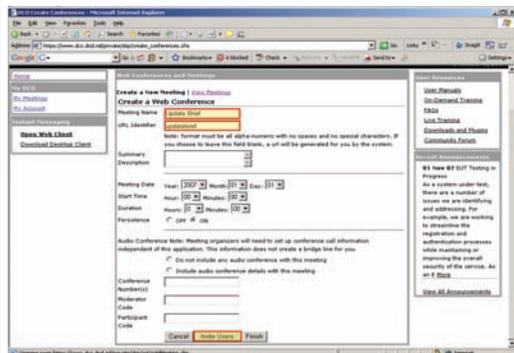
You can also distribute the URL for the meeting to others so that they can enter directly from their browser.

TIP: If you have created a persistent meeting you can add the URL to your email signature block and other standard communication for ease of access for others.



2

The **Meeting Name & URL Identifier** must be unique on DCO.



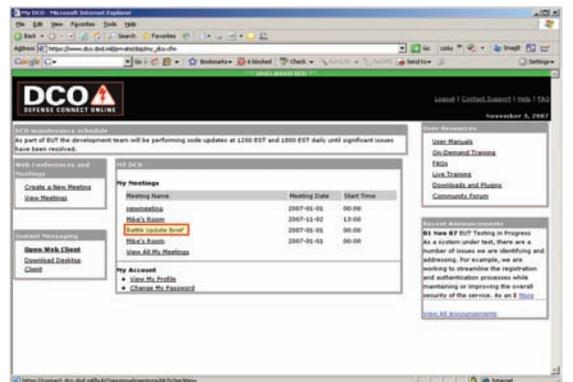
The URL Identifier allows you to specify a custom URL for your Connect room. (ex. <https://connect.dco.dod.mil/updatebrief>)

NOTE: A custom URL Identifier must not contain spaces, special characters, or start with a number.

4

Enter the meeting by clicking on it's title in the **My Meetings** listing.

Note: You may be presented with several security alerts. Please accept in order to proceed into your Connect room.



5

You will enter into your Connect room and be able to conduct your meeting.



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### Jabber MomentIM 'Thick Client'

Note: The 'thick client' is a program that you install on your computer similar to how you would install programs like Adobe Photoshop or Microsoft Word.

1

To obtain the MomentIM installer, select **Download Desktop Client** from the **Instant Messaging** section of the DCO Portal. Run the installer.

NOTE: The installer will require administration rights.



2

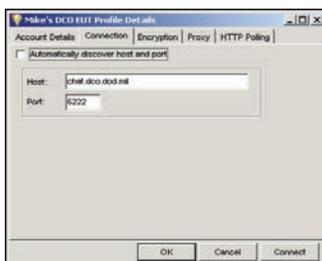
When installation completes, configure MomentIM by inputting your DCO username (email) in the **Jabber ID** field and **Password** field. Keep all other settings on the **Account Details** tab.



3

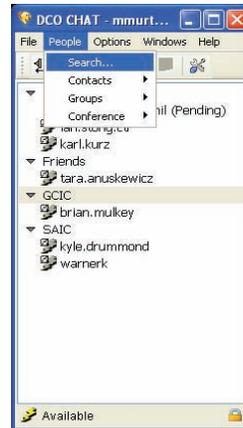
On the **Connection** tab, uncheck the **Automatically discover host and port** and in the **Host** field input **chat.dco.dod.mil**.

Keep all other tab settings and select the **Connect** button at the bottom right.



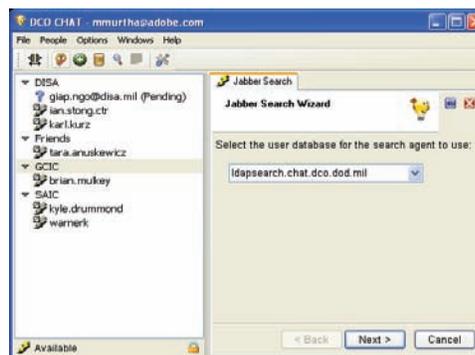
4

To add a new Contact, click **People** then **Search**.



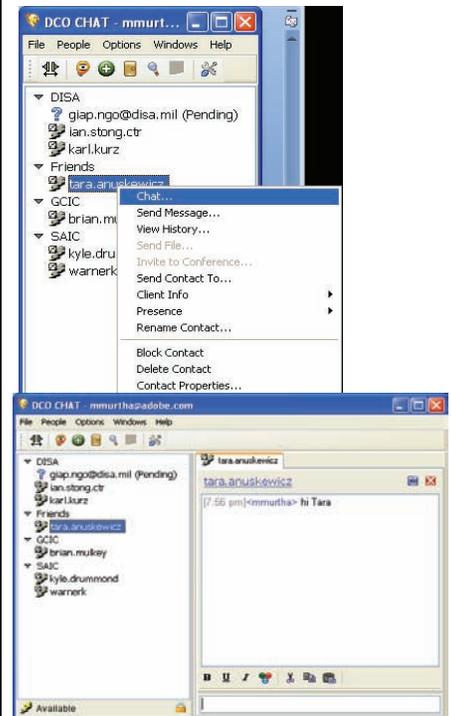
5

Keep the default user database to search against and click the **Next** button. Continue in the search wizard and input known values for the user contact you are searching for. When the wizard locates the contact, click on their information and add them to one of your roster groups with the **Add Contacts** button.



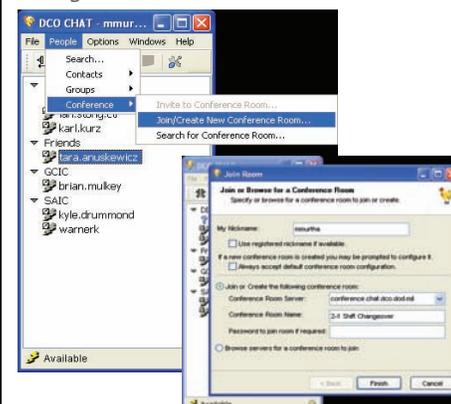
6

To initiate a one-on-one chat, right-click on the desired participant your roster and click **Chat**.



7

To create a new multi-participant Conference Room, click the **People** menu then **Conference, Join/Create New Conference Room**. Enter the desired room information leaving the default Conference Room Server.



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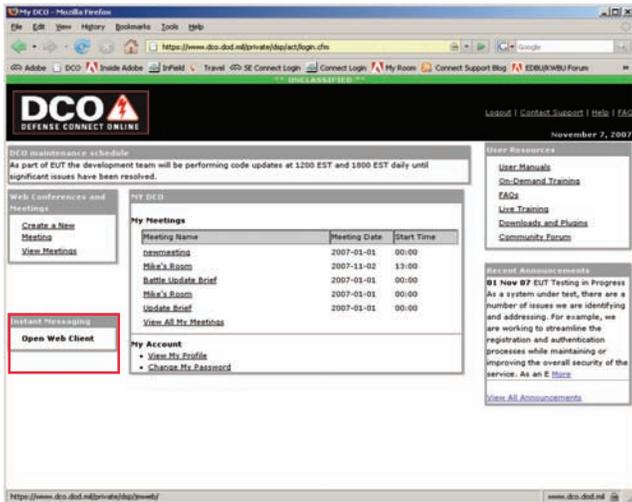
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### Jabber Messenger for the Web 'Thin Client'

1

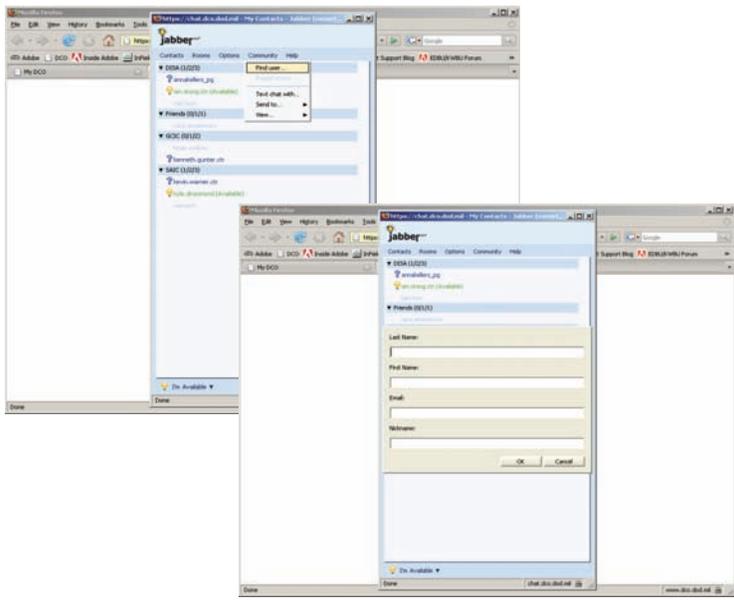
Once logged in to the DCO Portal, select the **Open Web Client** link in the **Instant Messaging** section. If prompted with a security warning, accept to proceed.

*NOTE: Popsups and javascript (usually default) must be enabled for the thin client to work.*



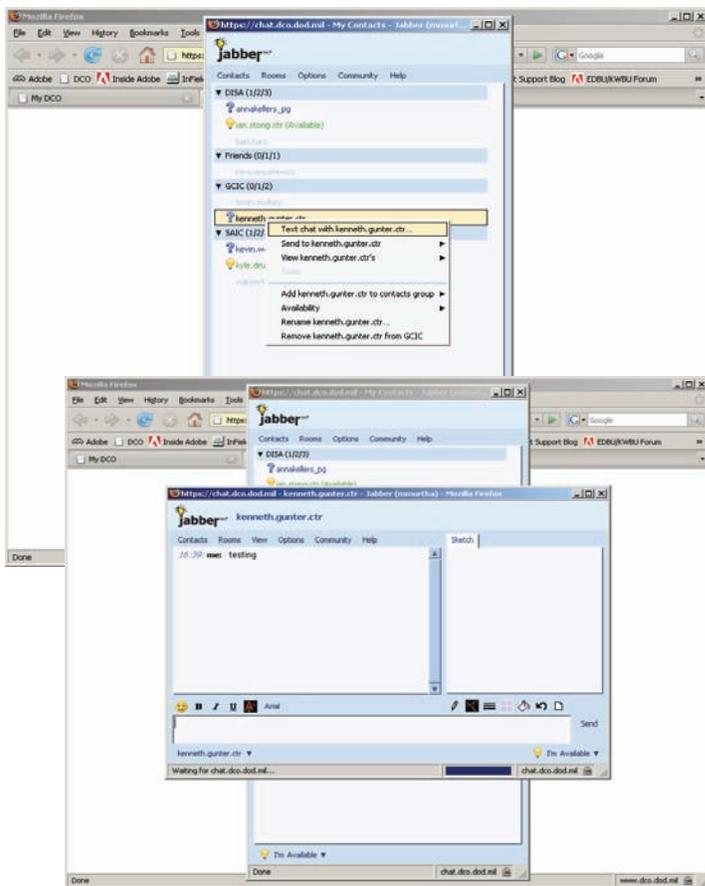
2

To add a new Contact, click **Community** then **Find User**. Enter the known information and select the **OK** button to find and add to your roster.



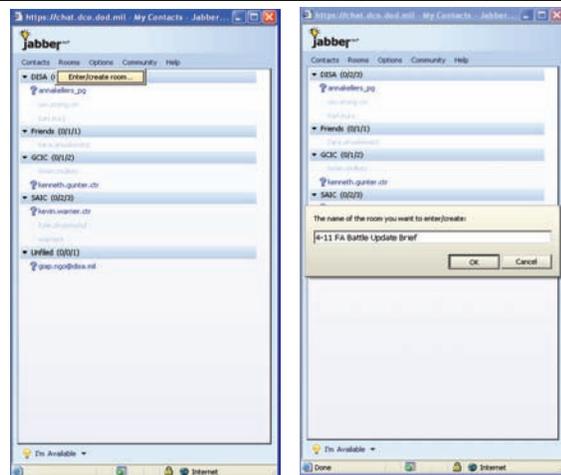
3

To initiate a one-on-one chat, right-click on the desired participant in your roster and select **Text Chat**.



4

Join a chat room by selecting **Rooms** then **Enter/create room** & type in the name of the desired room to join or create.



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## Desktop Configuration

### Connect

- 1. Connectivity & system check is provided by browsing to [https://connect.dco.dod.mil/common/help/en/support/meeting\\_test.htm](https://connect.dco.dod.mil/common/help/en/support/meeting_test.htm).**
- 2. Minimum System Requirements (Participant)**
  - Windows 98 SE, 2000, XP or Vista
    - Internet Explorer 5.0 or higher or Mozilla Firefox 1.5 or Netscape Navigator 7.1 or AOL 9
  - Mac OS X 10.2, 10.3, 10.4
    - Safari 1.1 or Mozilla Firefox 1.5
  - Linux
    - Mozilla Firefox 1.5
  - Solaris
    - Mozilla 1.7
  - Additional requirements
    - Adobe Flash Player 8 or Adobe Flash Player 7 for Linux and Solaris
- 3. Additional requirements**
  - Connect Add-in (Optional) The Connect Add-in can be obtained within a Connect meeting when you attempt to use a capability that requires the add-in (screenshare or upload files). It can also be downloaded from <https://connect.dco.dod.mil/common/help/en/support/addindownload.htm>.
  - Adobe Flash Player 8 or Adobe Flash Player 7 for Linux and Solaris (Presenter/Host)

### Jabber MomentIM 'Thick Client'

#### Minimum System Requirements

- Microsoft Windows 2000 SP4, Windows XP SP2 or Vista
- Obtain MomentIM installer from DCO Portal

### Jabber Messenger for the Web 'Thin Client'

#### Minimum System Requirements

- Internet Explorer or Mozilla Firefox
- Javascript enabled in browser (typically default)
- Popups enabled

## Network Configuration

The following information is intended for administrators to ensure that users in their organization can successfully utilize DCO and may not pertain to every organization or network. All data contained below is for NIPR DCO. Contact the DCO Help Desk for information regarding obtaining DCO(S) destination IPs. Traffic is initiated by client (outbound traffic) only.

Destination IPs: 164.235.75.3 & 164.235.43.3

Ports:

- 443 TCP/TLS RTMPS (Connect)
- 443 HTTPS (DCO Portal & Jabber thin client)
- 5222 TCP/TLS XMPP (Jabber thick client)

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## ***Support***

### **DCO Help Desk**

nces@csd.disa.mil

DSN: 850-3136, Commercial: 614-692-3136

Toll Free: 1-800-447-2457

### **When reporting an issue please provide the following information:**

Name (including rank or title)

Contact Information (Phone, Email)

Location