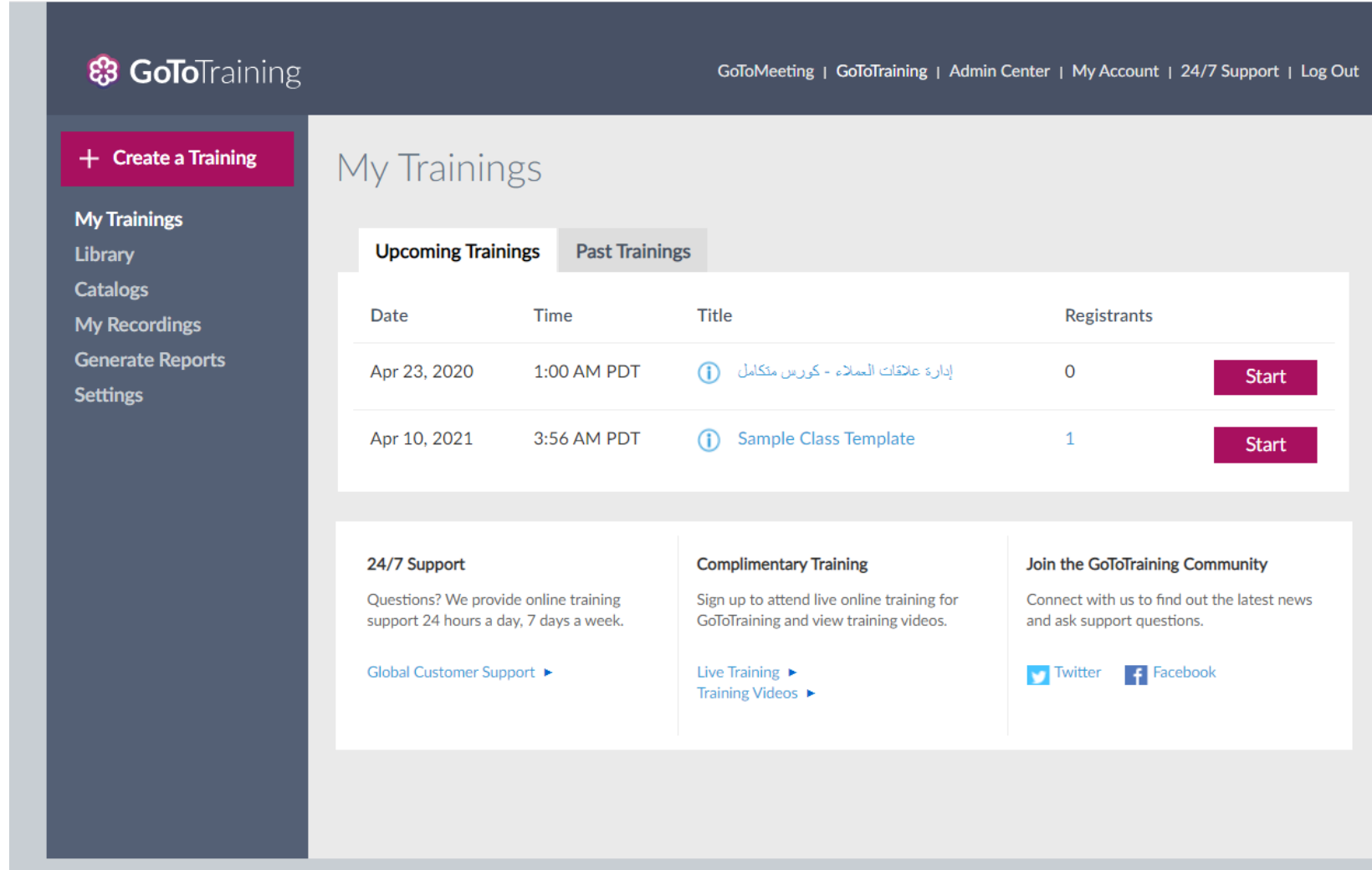


# التدريب على برنامج GoToTraining نسخة المدرب





The screenshot displays the GoToTraining dashboard. The top navigation bar includes links for GoToMeeting, GoToTraining, Admin Center, My Account, 24/7 Support, and Log Out. The left sidebar contains a 'Create a Training' button and a menu with options: My Trainings, Library, Catalogs, My Recordings, Generate Reports, and Settings. The main content area is titled 'My Trainings' and features two tabs: 'Upcoming Trainings' (active) and 'Past Trainings'. Below the tabs is a table with columns for Date, Time, Title, and Registrants. The table lists two training sessions: one on Apr 23, 2020 at 1:00 AM PDT titled 'إدارة علاقات العملاء - كورس متكامل' with 0 registrants, and another on Apr 10, 2021 at 3:56 AM PDT titled 'Sample Class Template' with 1 registrant. Each row has a 'Start' button. Below the table are three promotional boxes: '24/7 Support' with a link to 'Global Customer Support', 'Complimentary Training' with a link to 'Live Training Training Videos', and 'Join the GoToTraining Community' with links to 'Twitter' and 'Facebook'.

GoToTraining

GoToMeeting | GoToTraining | Admin Center | My Account | 24/7 Support | Log Out

+ Create a Training

My Trainings

Library

Catalogs

My Recordings

Generate Reports

Settings

## My Trainings

Upcoming Trainings Past Trainings

| Date         | Time        | Title                              | Registrants |       |
|--------------|-------------|------------------------------------|-------------|-------|
| Apr 23, 2020 | 1:00 AM PDT | إدارة علاقات العملاء - كورس متكامل | 0           | Start |
| Apr 10, 2021 | 3:56 AM PDT | Sample Class Template              | 1           | Start |

**24/7 Support**  
Questions? We provide online training support 24 hours a day, 7 days a week.  
[Global Customer Support](#)

**Complimentary Training**  
Sign up to attend live online training for GoToTraining and view training videos.  
[Live Training Training Videos](#)

**Join the GoToTraining Community**  
Connect with us to find out the latest news and ask support questions.  
[Twitter](#) [Facebook](#)

إظهار واخفاء لوحة التحكم

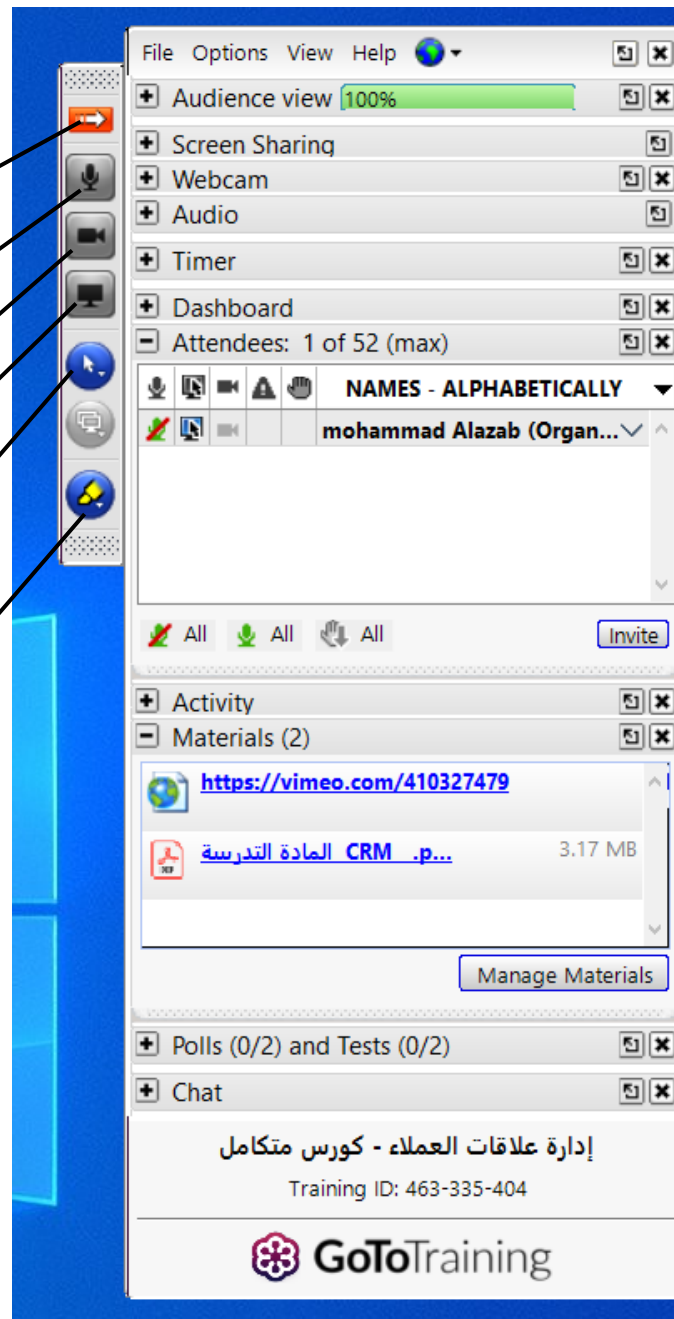
فتح واغلاق المايك

فتح واغلاق الكاميرا

فتح واغلاق مشاركة الشاشة

مشاركة الماوس والكيبورد

ادوات الرسم



The screenshot shows the GoToTraining interface with various controls and settings. The top menu includes File, Options, View, and Help. Below the menu, there are several expandable sections: Audience view (100%), Screen Sharing, Webcam, Audio, Timer, Dashboard, and Attendees (1 of 52 (max)). The Attendees section shows a list of participants, including mohammad Alazab (Organ...). Below the Attendees section, there are icons for All, All, and All, and an Invite button. The Activity section shows Materials (2), including a video link (https://vimeo.com/410327479) and a PDF file (CRM .p... 3.17 MB). There is a Manage Materials button. The bottom section shows Polls (0/2) and Tests (0/2), and a Chat section. The footer includes the GoToTraining logo and the text: إدارة علاقات العملاء - كورس متكامل, Training ID: 463-335-404.

## شاشة لوحة تحكم المدرب



# اعدادات البرنامج

- Attendees Cannot Chat
- Attendees Can Chat with Organizers Only
- Attendees Can Chat with Anyone

---

- Attendees Can View Attendee List
- Attendees Can Raise Hands
- Attendees Can View Session Timer
- Attendees Can View Materials
- Attendees Can Share Webcams

- Give Keyboard and Mouse:**
- All
  - Mohammad Khaled

- Attendees
- Audience view
- Activity
- Timer
- Chat
- Dashboard
- Polls (0/2) and Tests (0/2)
- Materials (2)
- Webcam

---

- Recording

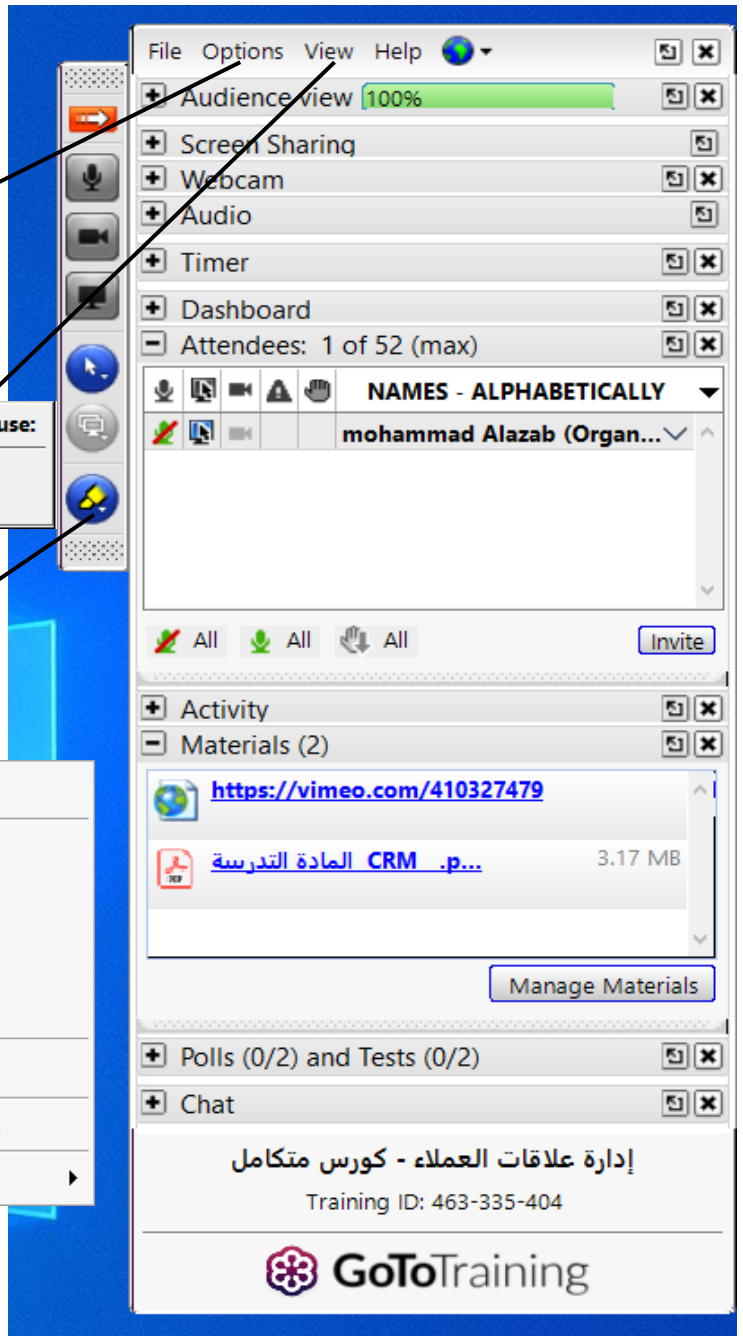
---

- Auto-Hide the Control Panel
- Hide Control Panel

---

- Default Control Panel Layout
- Save this Startup Layout

- Drawing Tools:**
- Normal non-drawing mode
  - Pen
  - Highlighter
  - Spotlight
  - Arrow
- 
- Erase all drawings
- 
- Attendees can draw (if checked)
- 
- Choose pen color



The screenshot shows the GoToTraining interface with several panels open. At the top, there's a menu with 'File', 'Options', 'View', and 'Help'. Below it, a list of settings includes 'Audience view' (100%), 'Screen Sharing', 'Webcam', 'Audio', 'Timer', 'Dashboard', and 'Attendees: 1 of 52 (max)'. A central panel shows 'NAMES - ALPHABETICALLY' with 'mohammad Alazab (Organ...)' listed. Below this, there are icons for 'All', 'All', and 'All', and an 'Invite' button. The 'Activity' panel shows 'Materials (2)' with a link to 'https://vimeo.com/410327479' and a file 'CRM .p...' (3.17 MB). At the bottom, there's a 'Polls (0/2) and Tests (0/2)' panel and a 'Chat' panel. The footer displays 'إدارة علاقات العملاء - كورس متكامل' and 'Training ID: 463-335-404' along with the GoToTraining logo.

تخصيص ما يمكن عرضه  
 للمتدرب وكذلك التحكم في  
 قوائم البرنامج للمدرب

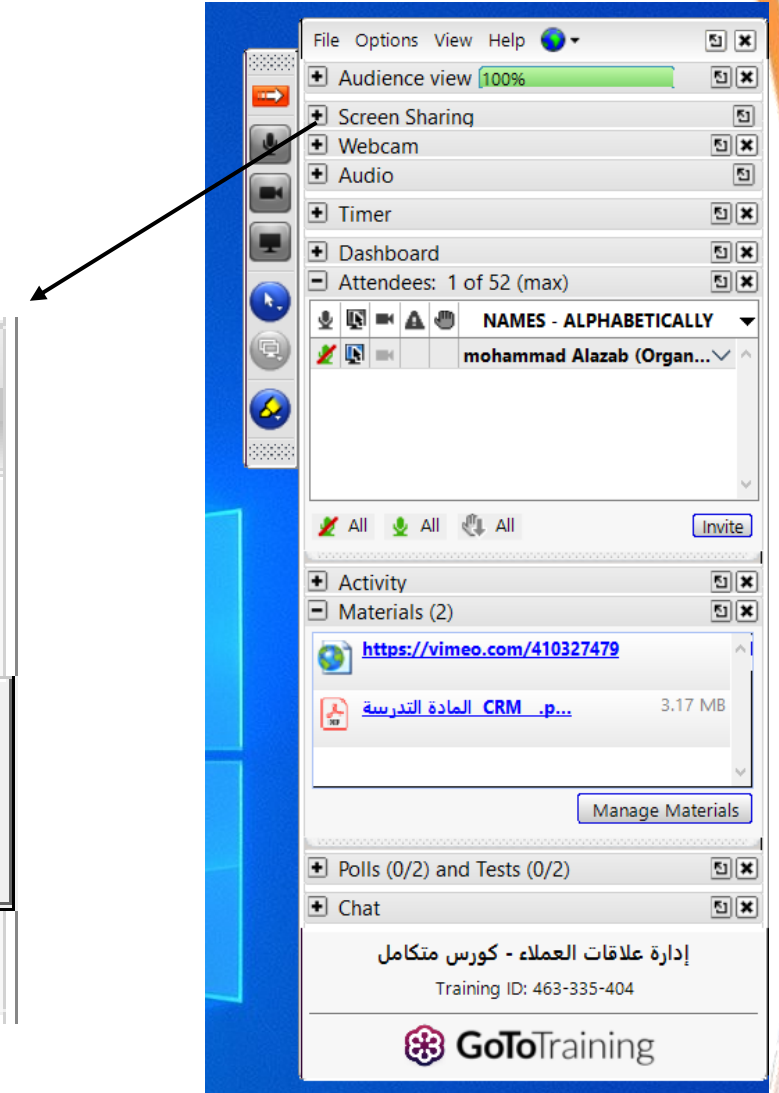
ما يتم عرضه حاليا على شاشة المتدربين Audience View



## مشاركة شاشة المدرب Screen Sharing

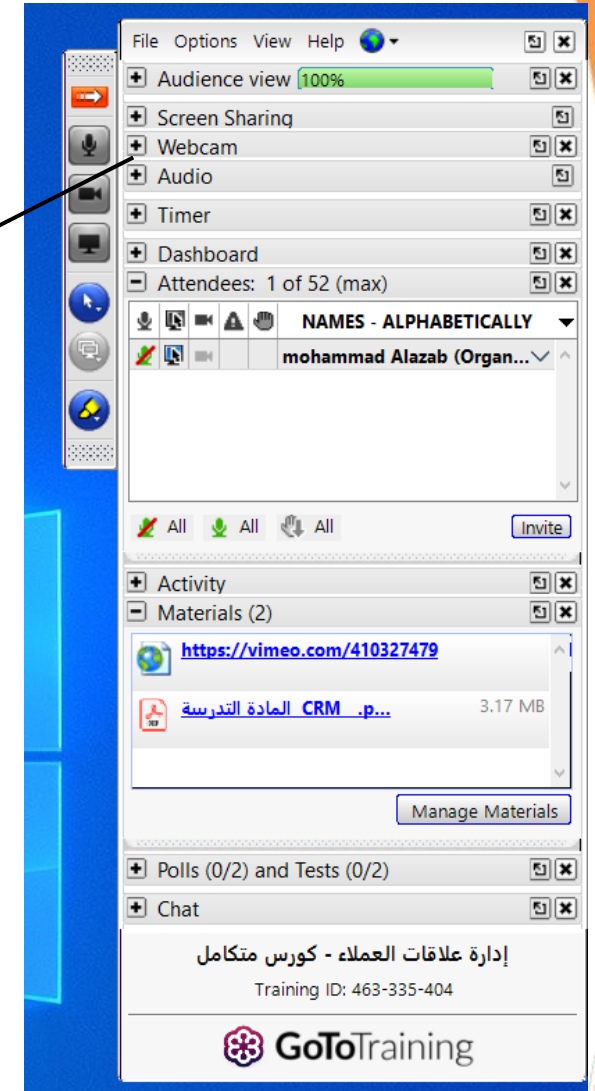
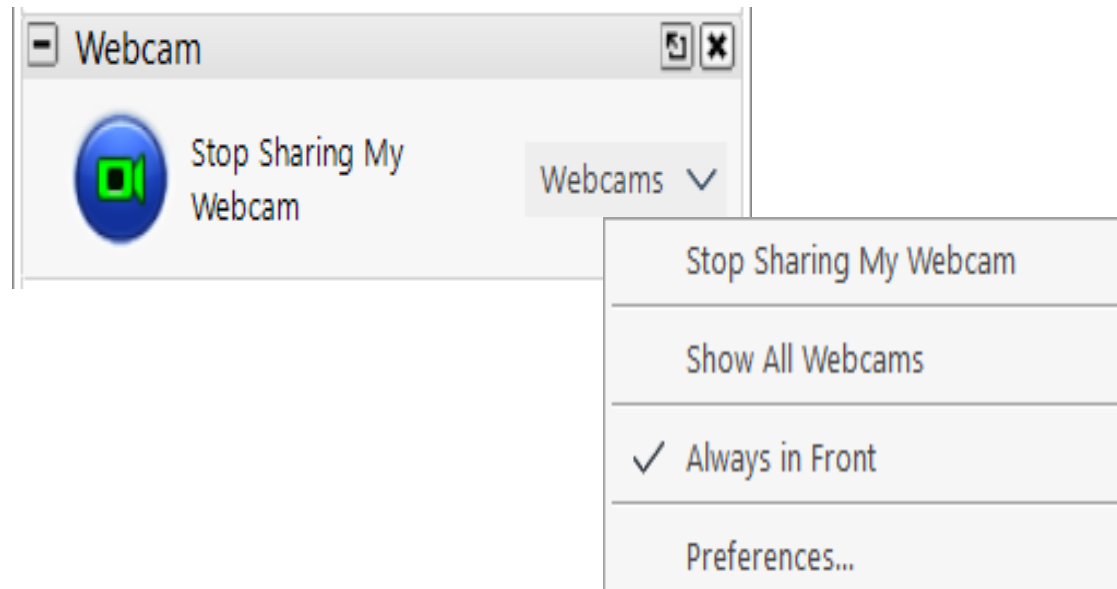
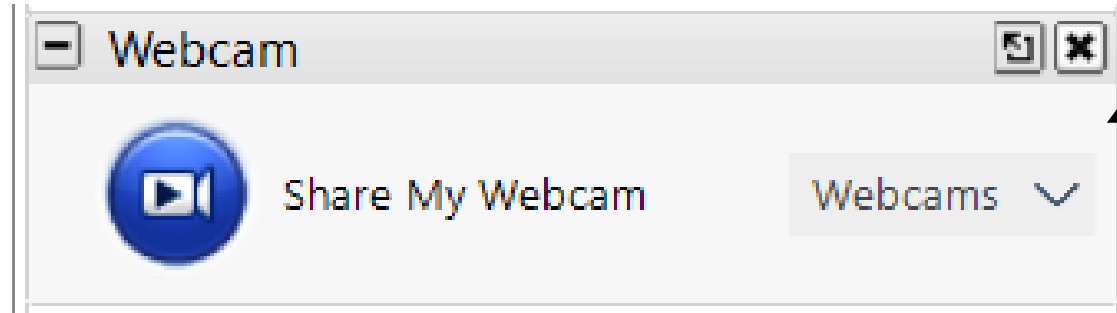


Screen Sharing control panel showing the status "Stopped" and "No one sees your screen". It includes buttons for "Show My Screen", "Stop Showing Screen", and "Give Keyboard and Mouse:". The "Give Keyboard and Mouse:" dropdown menu is open, showing options "All" and "Mohammad Khaled". At the bottom, there is a "Start Recording" button, "148.9 GB remaining", and a "Settings" link.

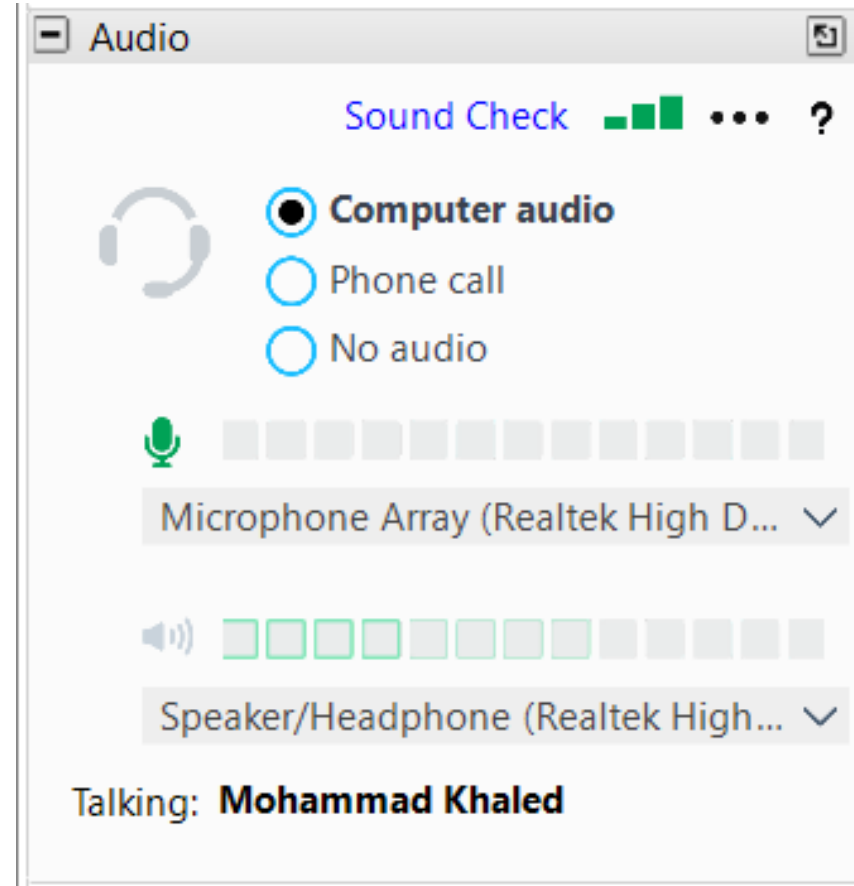


GoToTraining interface showing the "Screen Sharing" control panel on the left and the main meeting controls on the right. The main controls include "Audience view" (100%), "Screen Sharing", "Webcam", "Audio", "Timer", "Dashboard", and "Attendees: 1 of 52 (max)". The "Attendees" list shows "mohammad Alazab (Organ...)" and "All". The "Materials" section shows a video link "https://vimeo.com/410327479" and a file "المادة التدريسة CRM \_p..." (3.17 MB). The "Polls (0/2) and Tests (0/2)" and "Chat" sections are also visible. The bottom of the interface displays "إدارة علاقات العملاء - كورس متكامل" and "Training ID: 463-335-404".


























## مشاركة كاميرا المدرب Webcam



## السماعات و المايكروفون Audio


























Audio


Sound Check                          
























Computer audio


Phone call

No audio

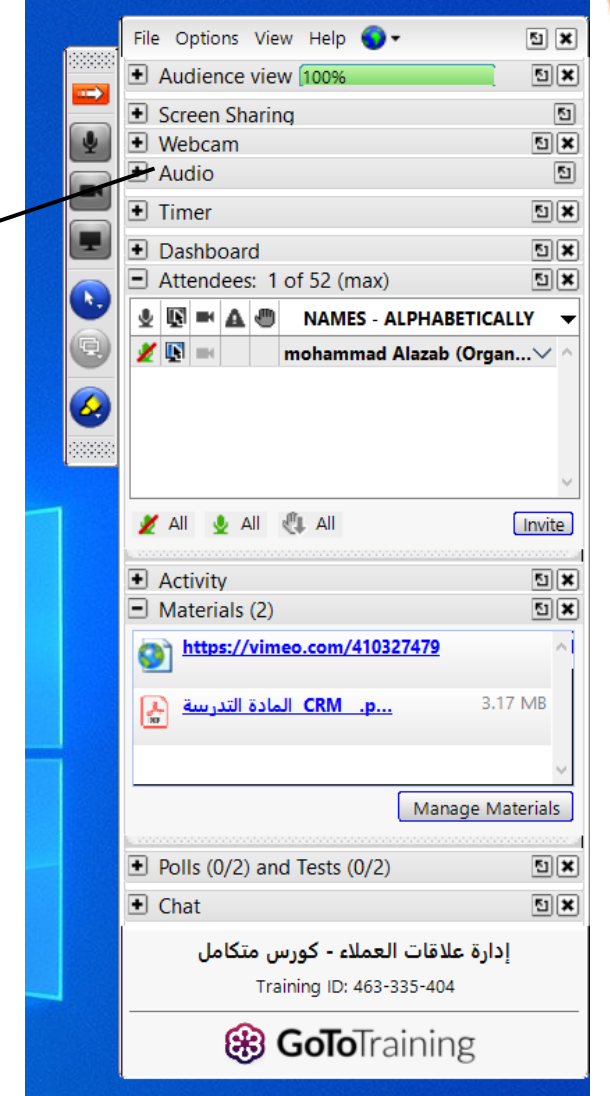
                      


Microphone Array (Realtek High D... 


                      


Speaker/Headphone (Realtek High... 


Talking: **Mohammad Khaled**





File Options View Help 


+ Audience view 100% 


+ Screen Sharing 





+ Webcam 




+ Audio 





+ Timer 


+ Dashboard 


- Attendees: 1 of 52 (max) 



    NAMES - ALPHABETICALLY



  mohammad Alazab (Organ... 

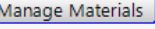
 All  All  All 


+ Activity 


- Materials (2) 

 <https://vimeo.com/410327479> 


 [CRM .p...](#) 3.17 MB 



+ Polls (0/2) and Tests (0/2) 

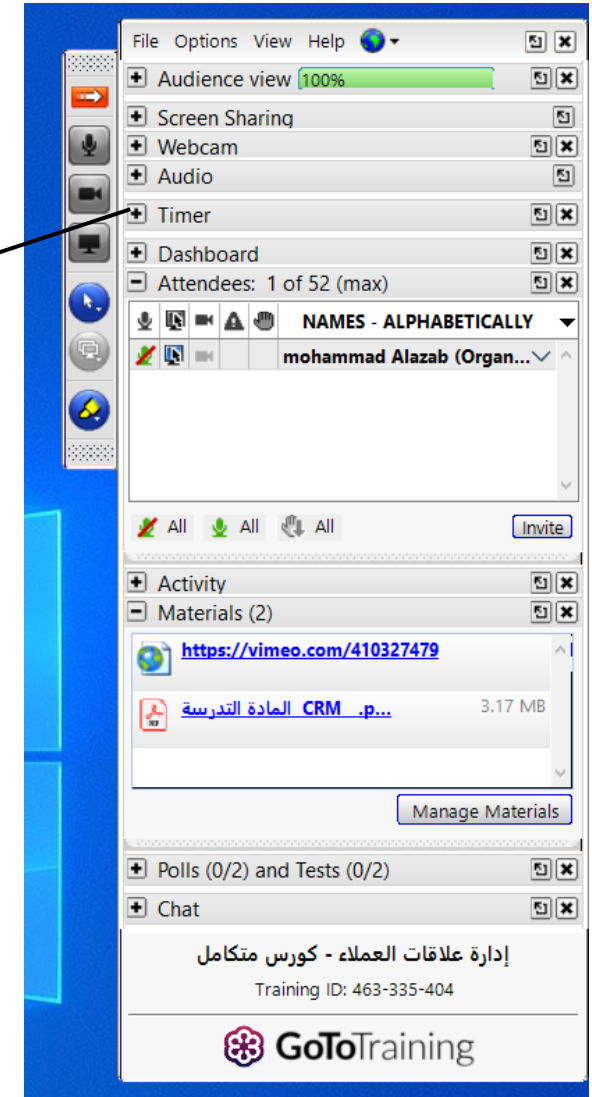
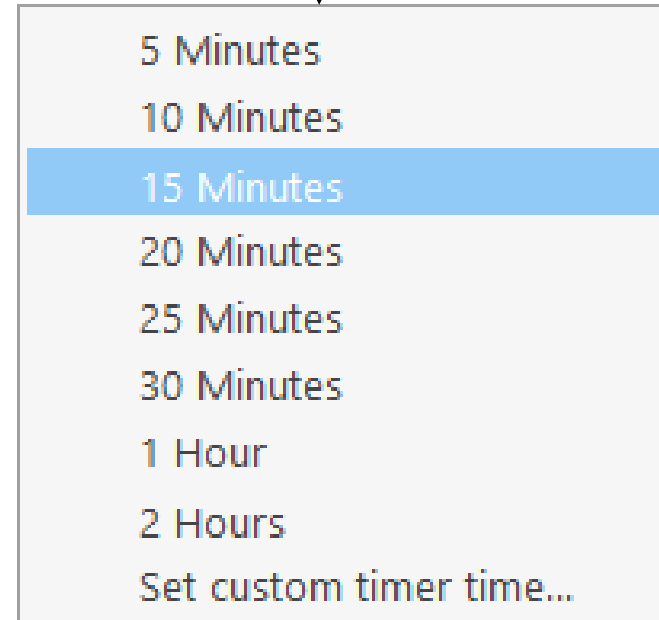
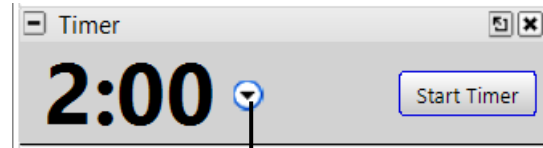
+ Chat 

إدارة علاقات العملاء - كورس متكامل  
Training ID: 463-335-404

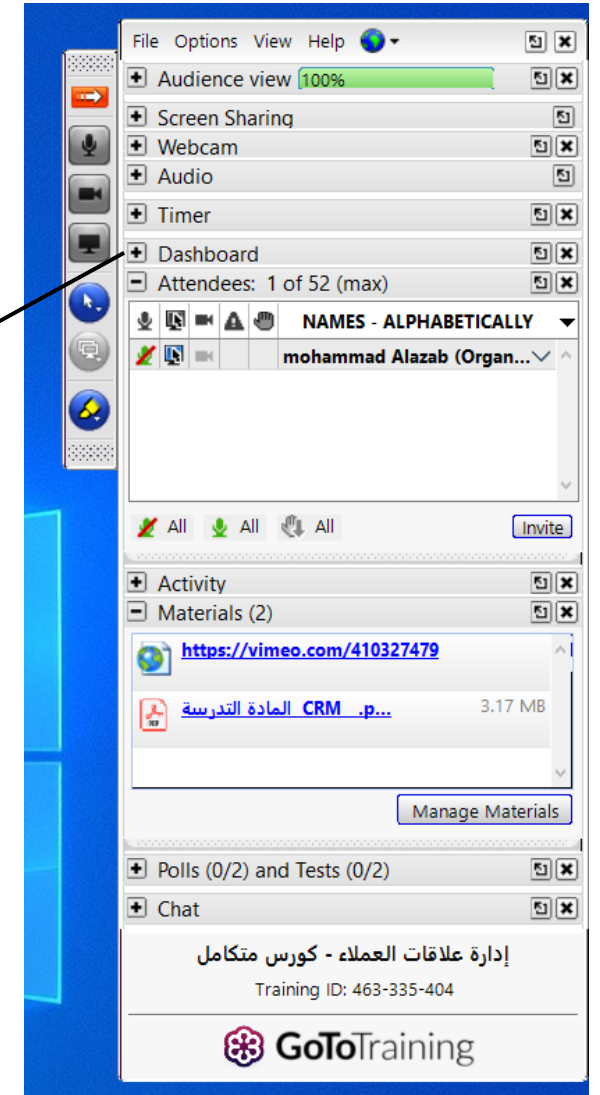
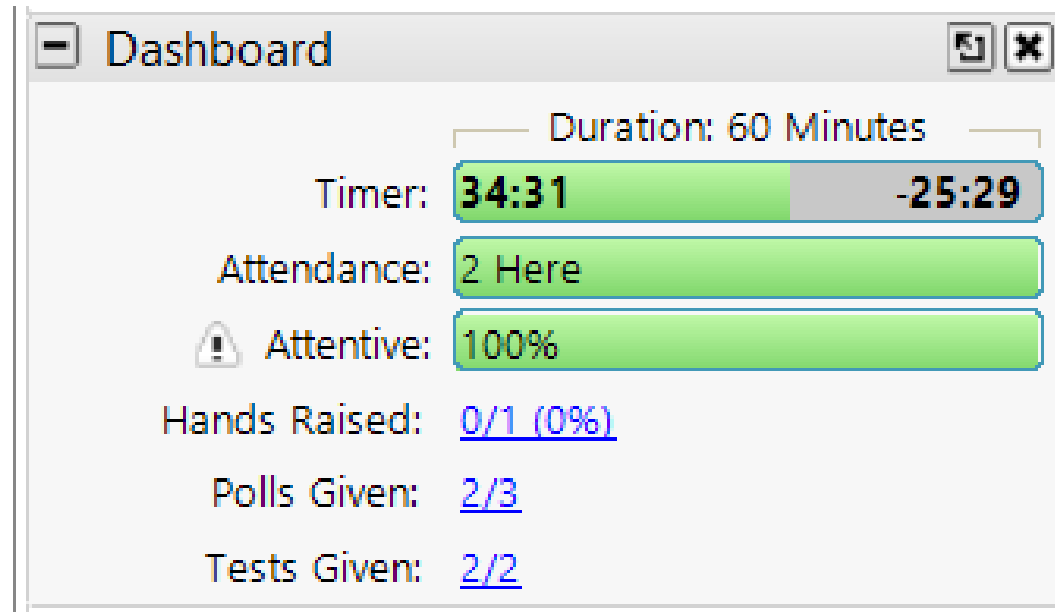




## توقيت Timer



## لوحة المعلومات Dashboard



File Options View Help

Audience view 100%

Screen Sharing

Webcam

Audio

Timer

Dashboard

Attendees: 1 of 52 (max)

NAMES - ALPHABETICALLY

mohammad Alazab (Organ...)

All All All Invite

Activity

Materials (2)

<https://vimeo.com/410327479>

المادة التدريسية CRM .p... 3.17 MB

Manage Materials

Polls (0/2) and Tests (0/2)

Chat

إدارة علاقات العملاء - كورس متكامل

Training ID: 463-335-404

GoToTraining

Attendees الحضور

**Mohammad Khaled:**

- Connected to Audio

Mute Mohammad Khaled

---

Send Webcam Request

✓ Allow sharing webcam

---

Make Presenter...

Make Organizer...

---

Give Keyboard and Mouse

Allow Drawing

Choose pen color

✓ Allow Attendee List

✓ Allow Chat

---

Send Chat Message...

Copy Email Address to Clipboard

---

Dismiss Mohammad Khaled...

Attendees: 2 of 52 (max)

| NAMES - ALPHABETICALLY |  |  |  |                            |
|------------------------|--|--|--|----------------------------|
|                        |  |  |  | mohammad Alazab (Organ...) |
|                        |  |  |  | Mohammad Khaled            |

All
 All
 All
 Invite

File Options View Help

- Audience view 100%
- Screen Sharing
- Webcam
- Audio
- Timer
- Dashboard
- Attendees: 1 of 52 (max)

NAMES - ALPHABETICALLY

mohammad Alazab (Organ...)

All
 All
 All
 Invite

Activity

Materials (2)

<https://vimeo.com/410327479>  
[CRM .p...](#) 3.17 MB

Manage Materials

Polls (0/2) and Tests (0/2)

Chat

إدارة علاقات العملاء - كورس متكامل  
 Training ID: 463-335-404

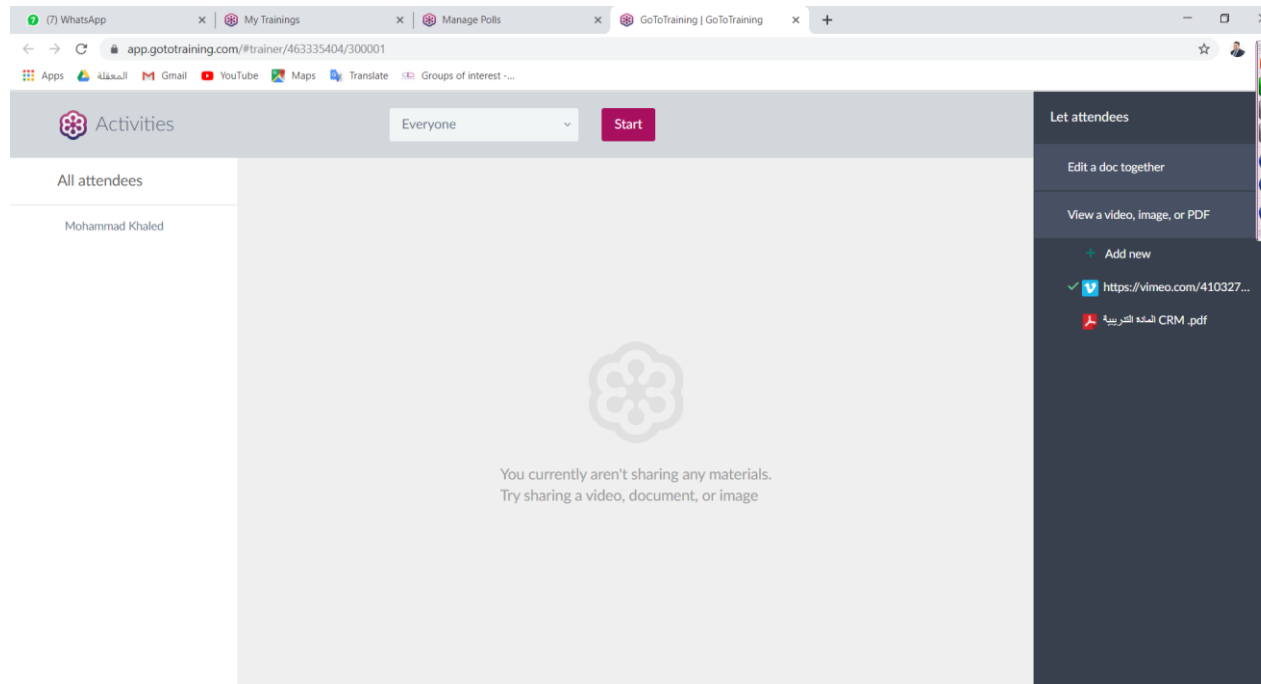
GoToTraining

## الانشطة Activity

**Activity**

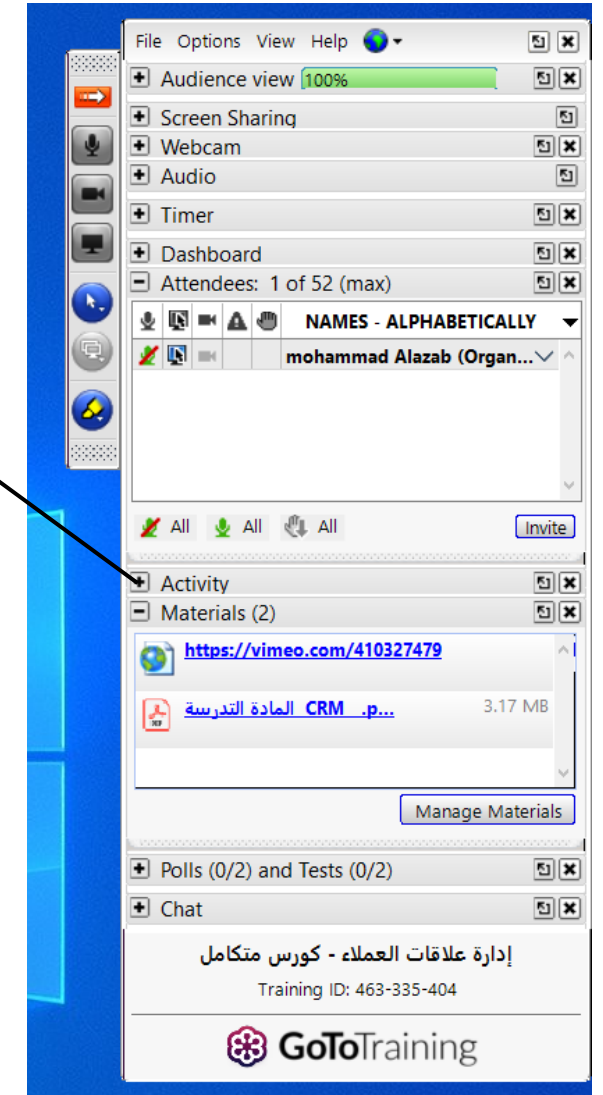
Play a video, work together on a document, or start a breakout for small groups!

[Choose an Activity](#)



The screenshot shows the GoToTraining web interface. The browser address bar displays [app.gototraining.com/#trainer/463335404/300001](https://app.gototraining.com/#trainer/463335404/300001). The page title is "Activities". There is a "Start" button and a dropdown menu set to "Everyone". Below the header, there is a list of attendees, currently showing "Mohammad Khaled". A large central area contains a message: "You currently aren't sharing any materials. Try sharing a video, document, or image". On the right side, there is a sidebar with options: "Let attendees", "Edit a doc together", "View a video, image, or PDF", and "Add new". Under "Add new", there are two items: a video link <https://vimeo.com/410327...> and a PDF file named "CRM .pdf".

## تبويبات البرنامج

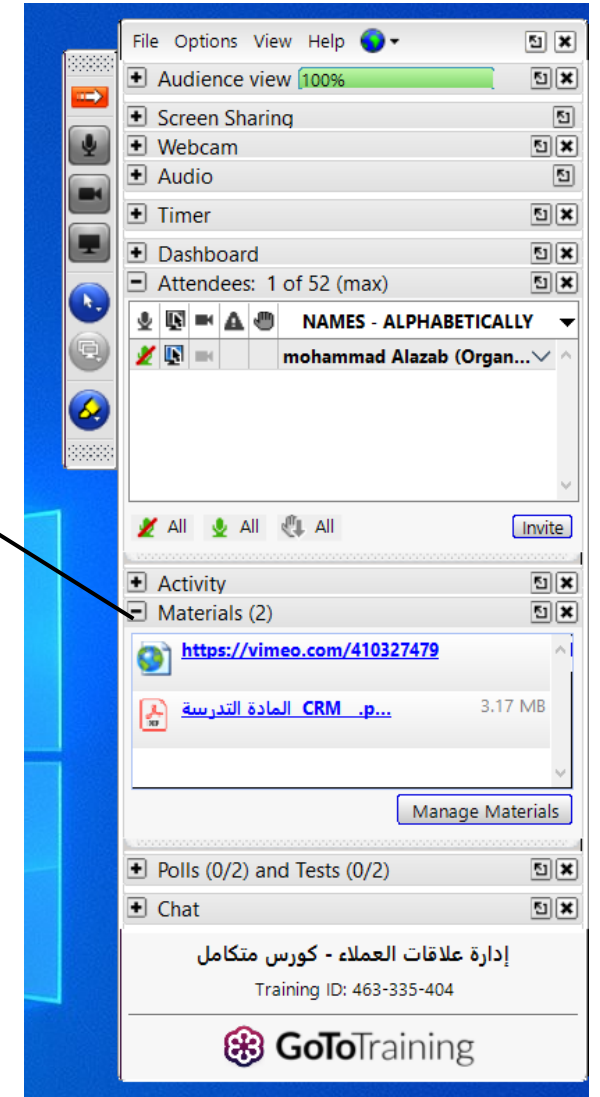
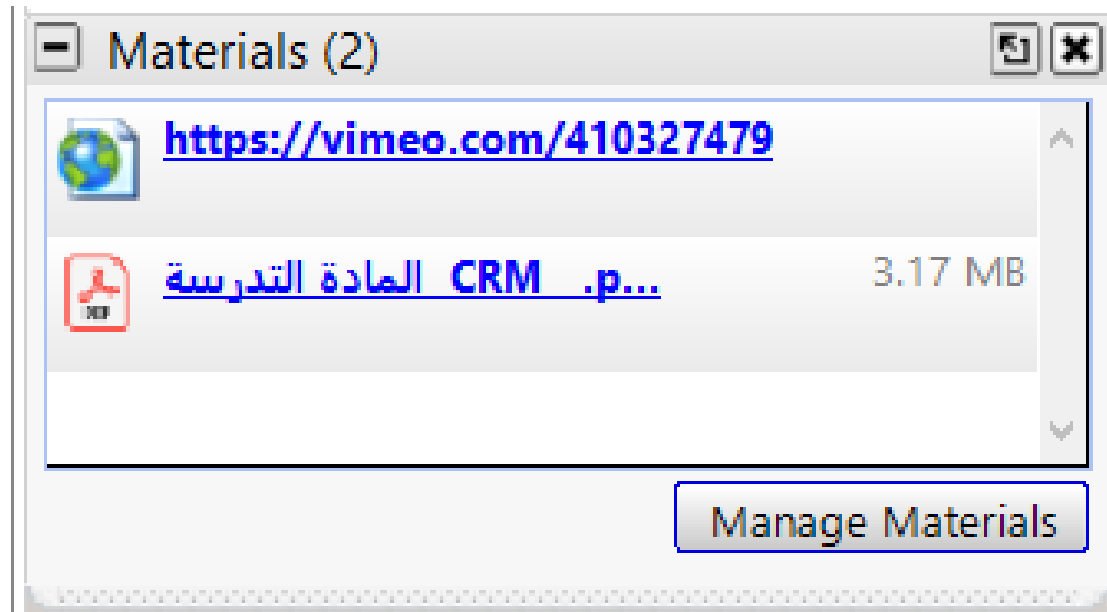


The screenshot shows the GoToTraining control panel. The top menu includes "File", "Options", "View", and "Help". The panel is divided into several sections:

- Audience view:** 100%
- Screen Sharing:** On
- Webcam:** On
- Audio:** On
- Timer:** On
- Dashboard:** On
- Attendees:** 1 of 52 (max)
- Participant List:** NAMES - ALPHABETICALLY, mohammad Alazab (Organ...)
- Activity:** On
- Materials (2):**
  - <https://vimeo.com/410327479>
  - CRM .pdf (3.17 MB)
- Polls (0/2) and Tests (0/2):** On
- Chat:** On

At the bottom, there is a message: "إدارة علاقات العملاء - كورس متكامل" and "Training ID: 463-335-404". The GoToTraining logo is visible at the bottom right.

## مواد التدريبية Materials



## التصويت او الاستفتاء Polls

1

Polls (1/3) and Tests (0/2)

**Polls** Tests

تكلفة اكتساب عميل جديد

Launch

بصفتك مدير فرع أو مدير علاقة.. يجب عليك اعطاء المزيد

Manage Polls

2

Polls (2/3) and Tests (0/2)

**Polls** Tests

تكلفة اكتساب عميل جديد

Close

Poll complete: Ready to close

|      |  |
|------|--|
| 100% | تساوي 5 أضعاف تكلفة المحافظة على العم 100% |
| 0%   | أقل 5 مرات من تكلفة المحافظة على العميل 0% |
| 0%   | نفس التكلفة 0%                             |

0:51 100% Voted

Manage Polls

3

Polls (2/3) and Tests (0/2)

**Polls** Tests

[CLOSED] تكلفة اكتساب عميل جديد

Hide

Attendees are viewing: Poll Results

|      |  |
|------|--|
| 100% | تساوي 5 أضعاف تكلفة المحافظة على العم 100% |
| 0%   | أقل 5 مرات من تكلفة المحافظة على العميل 0% |
| 0%   | نفس التكلفة 0%                             |

100% Voted

Manage Polls

4

Polls (2/3) and Tests (0/2)

**Polls** Tests

[CLOSED] تكلفة اكتساب عميل جديد

Hide

Attendees are viewing: Poll Results

|      |  |
|------|--|
| 100% | تساوي 5 أضعاف تكلفة المحافظة على العم 100% |
| 0%   | أقل 5 مرات من تكلفة المحافظة على العميل 0% |
| 0%   | نفس التكلفة 0%                             |

100% Voted

Manage Polls

File Options View Help

Audience view 100%

Screen Sharing

Webcam

Audio

Timer

Dashboard

Attendees: 1 of 52 (max)

NAMES - ALPHABETICALLY

mohammad Alazab (Organ...)

All All All

Invite

Activity

Materials (2)

<https://vimeo.com/410327479>

CRM .p... المادة التدريسية 3.17 MB

Manage Materials

Polls (0/2) and Tests (0/2)

Chat

إدارة علاقات العملاء - كورس متكامل

Training ID: 463-335-404

GoToTraining

## الاختبارات Tests

**1**

Polls (2/3) and Tests (0/2)

Polls Tests

إختبار قبلي (إدارة علاقات العملاء) [Launch]

[Manage Tests]

**2**

Polls (2/3) and Tests (0/2)

Polls Tests

إختبار قبلي (إدارة علاقات العملاء) [Close]

Attendees are viewing: **Test in Progress**

2:04 100% Submitted

[Manage Tests]

**3**

Polls (2/3) and Tests (1/2)

Polls Tests

[CLOSED] إختبار قبلي (إدارة علاقات العملاء) [Review]

TEST CLOSED 100% Submitted

[Manage Tests]

**4**

GoToTraining - Test Results

Share Results with Attendees

إختبار قبلي (إدارة علاقات العملاء)

1 Tests Submitted 25% Average Score

100% 1. مفهوم تسويق العلاقات هو:  
Answered Correctly  
(Correct Answer) عملية الجذب والمحافظة على وتطوير العلاقة مع الأشخاص المهمين.

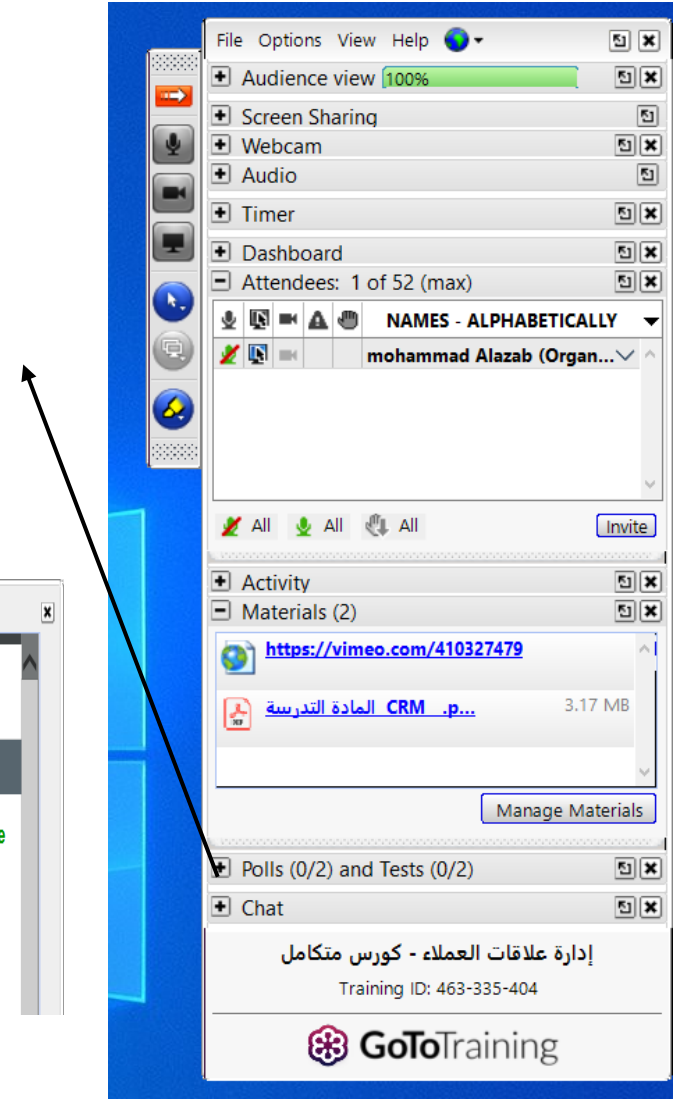
**5**

GoToTraining is Sharing Test Results

Hide Results from Attendees

إختبار قبلي (إدارة علاقات العملاء)

1 Tests Submitted 25% Average Score



File Options View Help

- Audience view 100%
- Screen Sharing
- Webcam
- Audio
- Timer
- Dashboard
- Attendees: 1 of 52 (max)
- NAMES - ALPHABETICALLY
- mohammad Alazab (Organ...)
- Invite
- Activity
- Materials (2)
- <https://vimeo.com/410327479>
- CRM .p... 3.17 MB
- Manage Materials
- Polls (0/2) and Tests (0/2)
- Chat

إدارة علاقات العملاء - كورس متكامل  
Training ID: 463-335-404  
GoToTraining

## المحادثة Chat

Chat

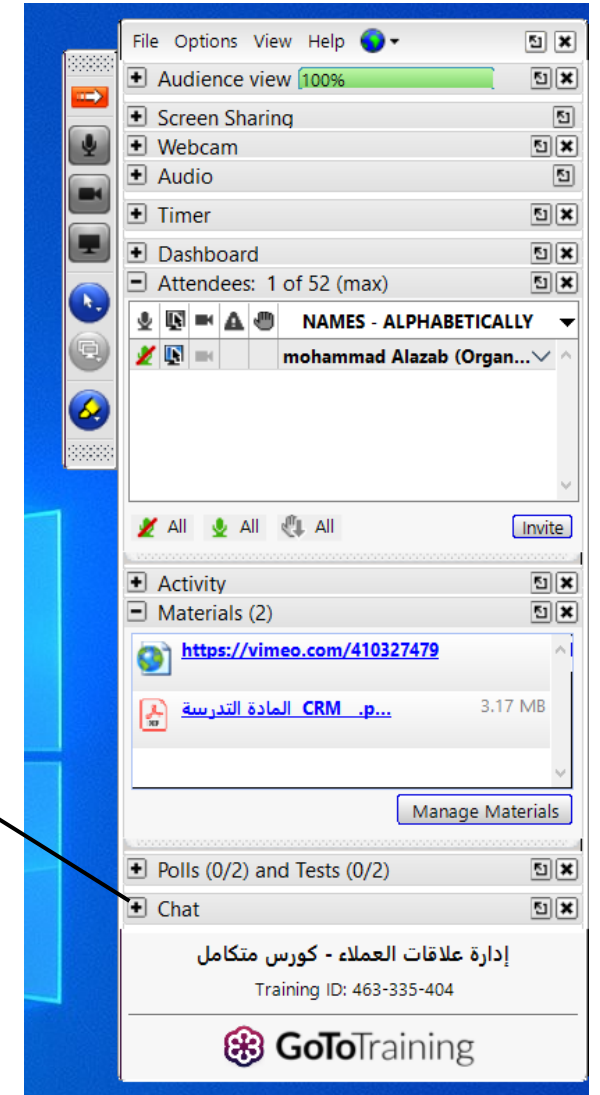
[Type message here]

All - Entire Audience

Send

Send Chat To:

- ✓ All - Entire Audience
- Mohammad Khaled



The screenshot shows the GoToTraining interface with a sidebar on the left containing icons for chat, screen sharing, and other features. The main content area includes a menu with options like Audience view (100%), Screen Sharing, Webcam, Audio, Timer, Dashboard, and Attendees (1 of 52 max). Below this is a list of participants under the heading 'NAMES - ALPHABETICALLY', with 'mohammad Alazab (Organ...)' visible. There are also buttons for 'All', 'Invite', and 'Manage Materials'. The bottom section shows 'Activity' with 'Materials (2)', including a Vimeo link and a PDF file named 'CRM .p...'. At the very bottom, it displays 'Polls (0/2) and Tests (0/2)', 'Chat', and the course information: 'إدارة علاقات العملاء - كورس متكامل' and 'Training ID: 463-335-404'. The GoToTraining logo is at the bottom right.