



central-meeting



# Conference Call & Web Conferences – bringing everybody together

A great deal of time and high costs - these are factors which play a key role in organizing meetings.

With conference call and web conferences of GTC central meeting you reach customers and business partners in a short term and very cost-effective. No matter where you are - all you need is a touch-tone phone or an Internet connection for web conferences!

A simple phone enables every dialogue partner to dial into any conference, no matter the network he is calling from. You **don't need any additional equipment**, which means no extra investment, in order to take part in a conference. Use your time better and start your web conference when you like - **without monthly** fixed costs.

## Your advantages

- + No investments and installations
- + Worldwide access numbers
- + Online access with many additional features



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## Webinars – train professionally

You would like to train employees, business partners or customers or inform them about new products? No problem with a webinar: Time-consuming appointments and long-term travel planning are passé - GTC central-meeting makes it possible! And this **without monthly fixed costs** and **without fixed purchase quantities**: only if you run a webinar, you will incur costs.

With just a few clicks, prepare your webinar. Via the automatically generated registration form all participants can easily register online – without any effort for you! To the webinar beginning, you can safely access your webinar with one click and your access code.

You can upload and use prepared presentations for your webinar – or even share your screen with the participants and show for example new programs live. Guide through the webinar by telephone – your participants have the option between listening via telephone or audio streaming directly on the PC.

### Your advantages

- + No investment and no installations
- + Easy preparation and implementation
- + Online customer area with many features





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# Webinar – so easy

- + Create your webinar online with just a few clicks
- + Define your own form fields for the registration process yourself  
– the form is generated automatically
- + You can use the login link exactly as it fits your webinar: send it by e-mail, link it to your website or share it on social networks – the registration process runs fully automatically
- + At the time of the webinar you will show your presentation online – your participants see and listen to you directly via web browser on their PC, tablet or smartphone

## Your Features

- + **Share your screen:** Show your participants programs that only runs on your computer
- + **Whiteboard feature:** On a „whiteboard“ you, as well as all other participants, can enter texts, images and graphics and access them at the same time
- + **Live chat** with single or multiple participants
- + **Video conference** – show a live image of your speaker
- + **Optional:** participation of participants via conference call  
– for the purpose, inform the participants of a dial-in number and the associated code by e-mail
- + **Lock the webinar:** exclude individual participants  
or block the registration automatically if there are a certain number of applications
- + Overview of all participants
- + **Video recording** of the webinar
- + and many more



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# Conference Call – so easy

## Dial-In conference

- + All participants dial in **by phone** at the desired time – **certainly** password protected
- + World-wide in-dialing numbers (e. g. in Great-Britain, USA, Germany, France and many other countries)
- + Recording function and many other features

### World-wide access numbers:

Landline numbers in Germany, Austria and Switzerland (reachable from any phone)

For the user the access numbers to the following countries are for free:

Argentina, Belgium, Brazil, Canada (only landline), China (only landline), Denmark, Estonia, Finland, France, Greece, Great Britain, Hong Kong, Ireland, Iceland, Japan Lithuania, Luxembourg, Malaysia, the Netherlands, Norway, Poland, Portugal, Sweden, Slovakia, Spain, South Korea, Hungary, USA.

Free choice of numbers for every user. If you need access numbers in different countries don't hesitate to contact our customer service.

## Dial-Out conference

- + All participants will be **informed about the conference by e-mail** - free of charge
- + At the desired time, all participants will be **called automatically by the system**
- + After a **successful connection** the moderator will be connected to all the participants

## Your benefits

- + Trilingual menu navigation in German, English and French
- + Possibility to operate the conferences simultaneously online
- + Highest security standard by conference servers located in Germany
- + International dial-in numbers
- + Flexible calculation models
- + Web conferences in support of your conference call



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# Web Conferences – so easy

- + Show your **individual applications** you are using on your computer to all participants – or just a part of them
- + For assisting your participants in technical problems, ask them to gain access to their PC – so you can help them directly (participant confirmation required)
- + Run a **video conference** and show your participant everything live with your webcam
- + Benefit from **additional features**, like chat-functions or the whiteboard-function

## Your features

- + **Audio-Streaming:** Your participants hear the sound of your conference directly on their computer- without a telephone
- + **Whiteboard-function:** Design ideas with your participants: develop graphic elements or work on existing files - there´s no limit to your ideas
- + **Live-Chat** with one or more participants
- + **Videoconferencing** - Up to 8 participants can show on their webcam.
- + Overview of important **conference details** e.g. switched-participants
- + **Parallel work** on files - upload files for participants and work on them together
- + **Download of** hosted files
- + **Video recording** of your conference, saving the whiteboard results as a file, ...

## Presentation tool

You want a presentation as easy as possible? Optionally you can use a simple web presentation

- + Show your presentation online – just load it up and start it subsequently
- + Without installations and download of an extra file