



central-meeting

## Conference calls web conferences presentations

*Conference and  
train safely*

*Without investments,  
easy to use*



Easy to use



International  
dial-in-numbers



No installations

## Why central-meeting?

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.



# Conference Call – so easy

Depending on the way you want to connect all participants you can choose between a dial-in or a dial-out-conference – or mix both of them.

## 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

## 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



# 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, ...

## Just want to present?

You want a presentation as easy as possible? Optionally you can use a simple web presentation. We describe this in the following.



# Web presentation – so easy

You can present your ideas to your participants with a web presentation – as a pure presentation. The participants follow you directly on the computer – system independent via internet.

## Your features

- + **Audio-Streaming:** Your participants hear the sound of your conference directly on their computer - without a telephone
- + Or choose an **additional conference call** – then participants listen you by phone.
- + **Live-Chat** with one or more participants
- + **Video recording** of your presentation
- + **Control over the web presentation** (e.g. block for new participants, list of all participants)

## Your benefits

- + **Easy to handle** – Upload PDF or Power Point files and start it subsequently
- + **Without installations and without downloading an extra file**

Ideal for product presentations, strategic planning etc.

The range of functions is smaller than with web conferences. Because of the limited options, the handling is easier and self-explanatory.

In contrast to web conferences, participants do not need to download a file. Therefore, the handling is also much easier for your participants.