



Part Numbers : TR-M-U96, TR-M-CH96, TR-M-VO96

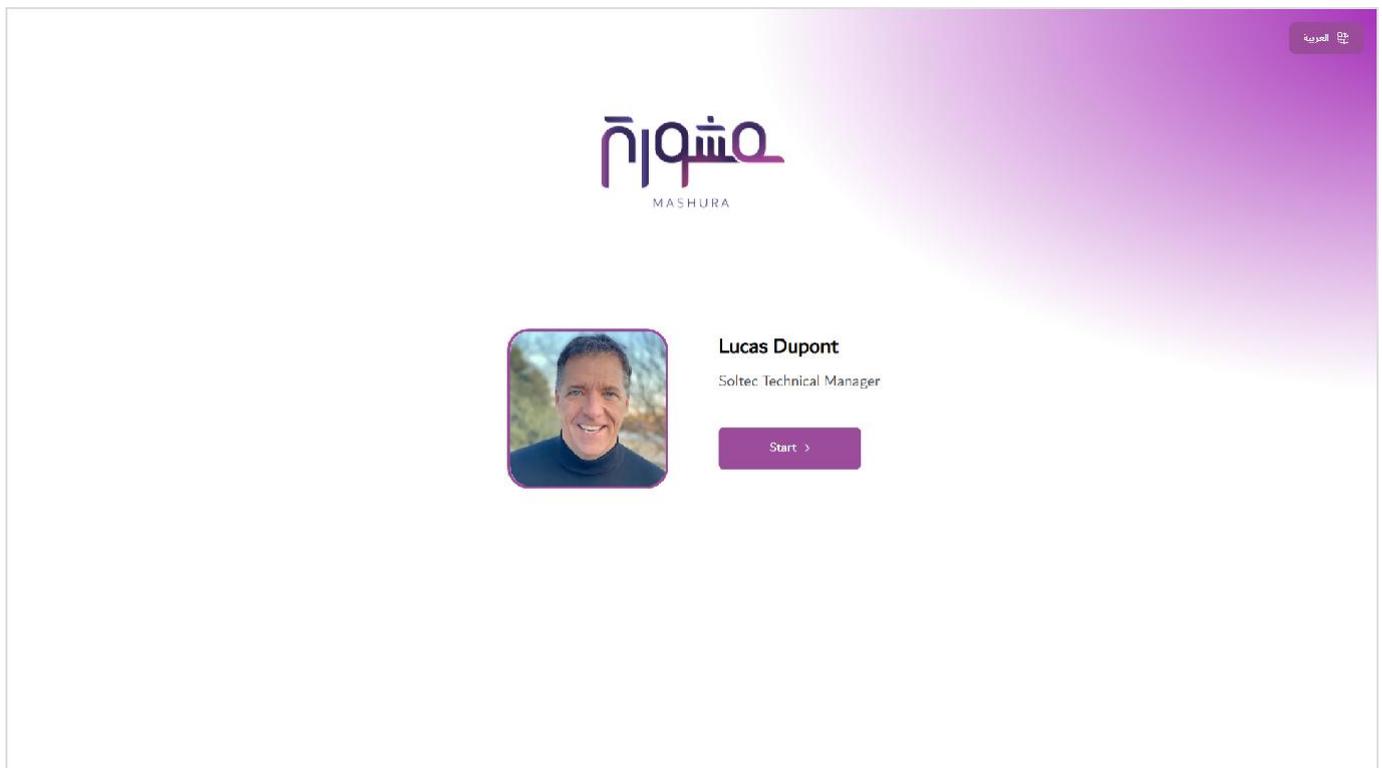
Mashura Member Application User Guide

Welcome to the **Mashura Member Application**. This guide is designed to help you navigate the system and participate effectively in your board and committee meetings.

Welcome & Login

Upon launching the application, you will be greeted by the **Welcome Screen**. This personalized dashboard confirms your identity and prepares you for the session.

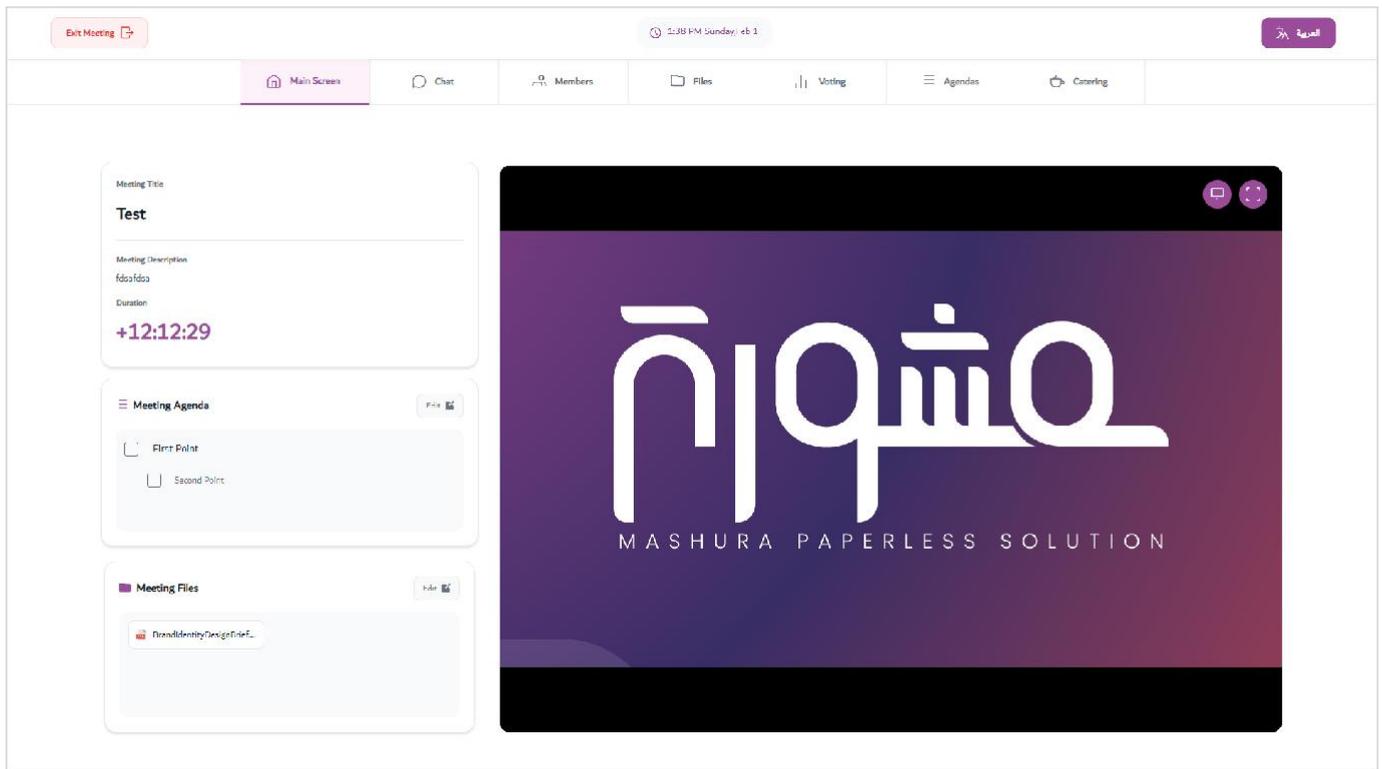
1. Verify your details (Name, Job Title).
2. Click **Start** to enter the meeting environment.



Live Meeting Dashboard

The **Main Screen** is your central hub during a meeting. It is designed to keep you focused and informed.

- **Meeting Timer:** A clear display of the elapsed or remaining time.
- **Active Agenda:** Shows the current topic under discussion.
- **Shared Content:** The large central area displays presentations, documents, or video feeds shared by the admin.

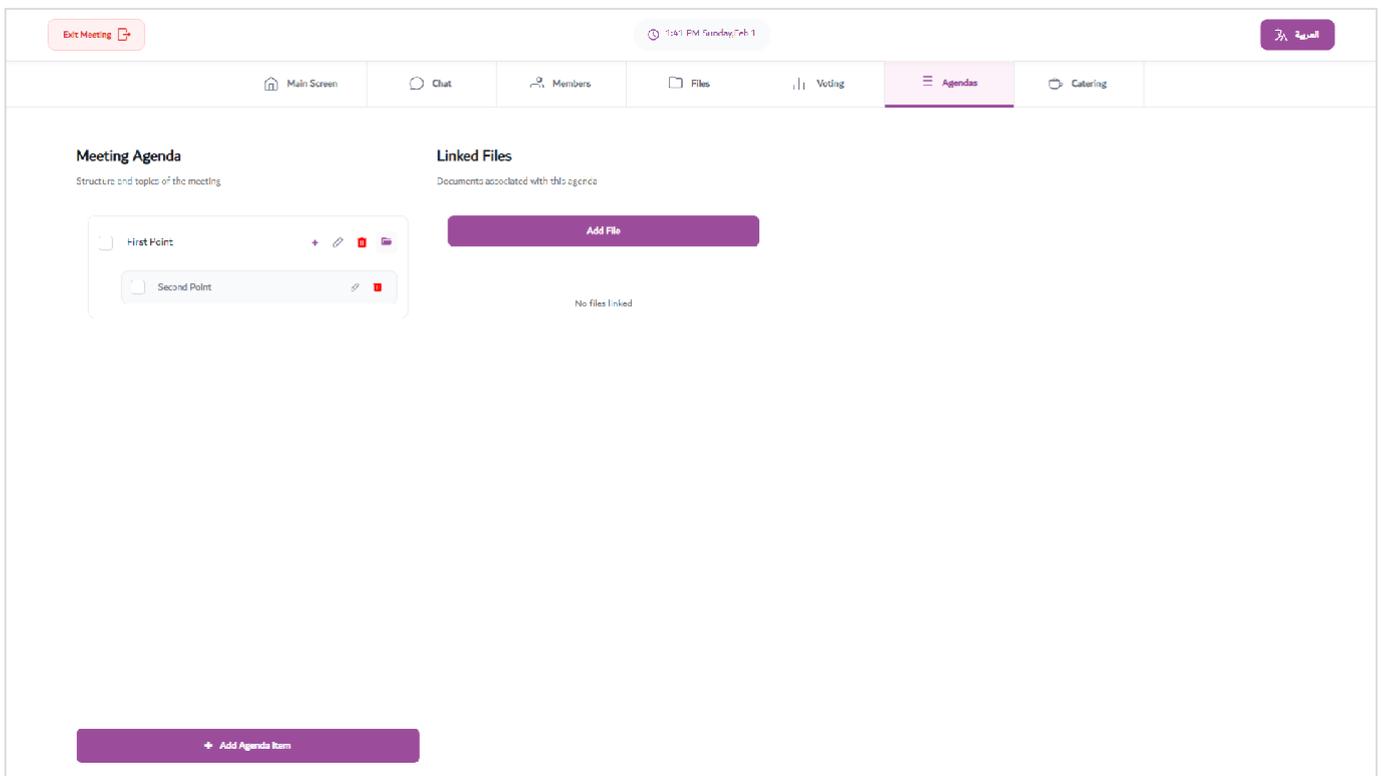


Collaboration Hub

Participate actively using the dedicated collaboration tabs.

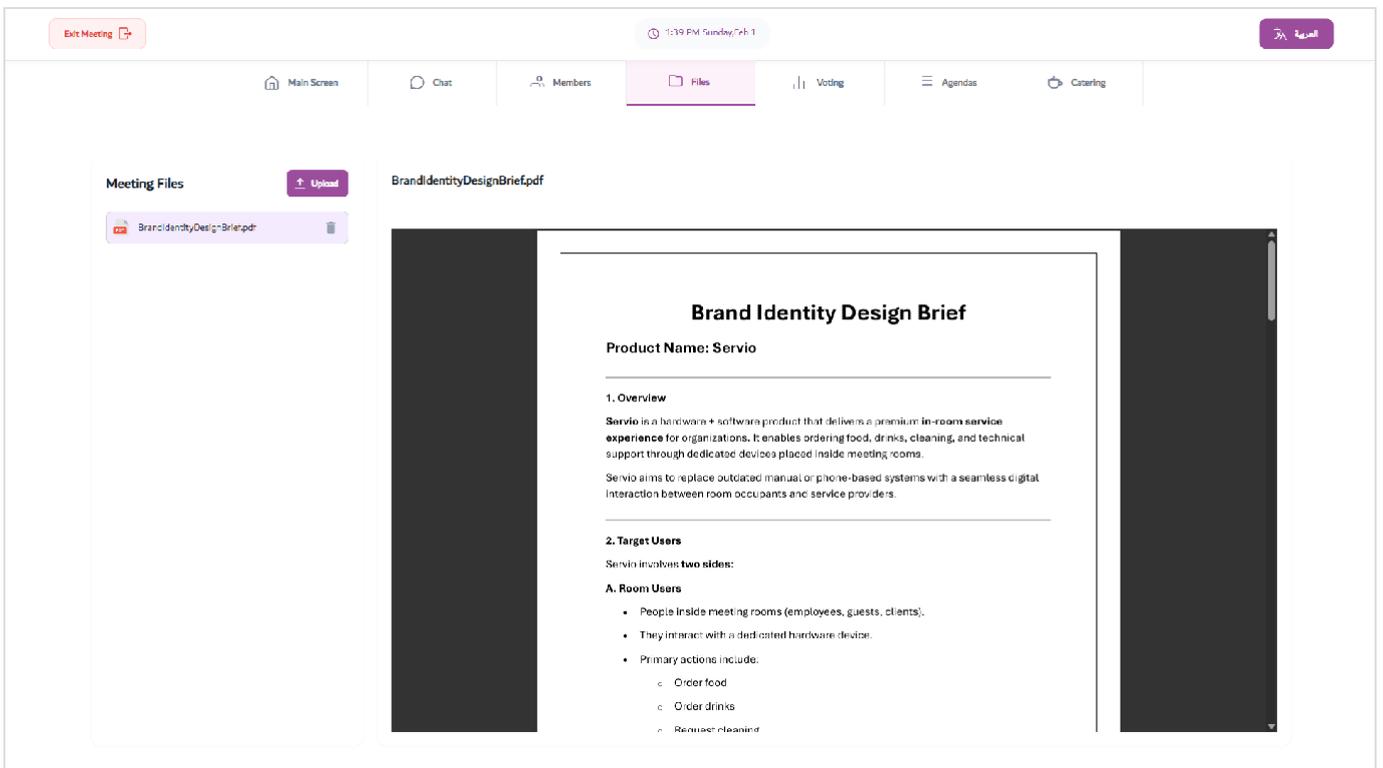
Agendas

View the complete structure of the meeting. Track which items have been discussed and what is coming up next.



Files

Access all documents related to the meeting. You can preview files directly within the app without needing external software.

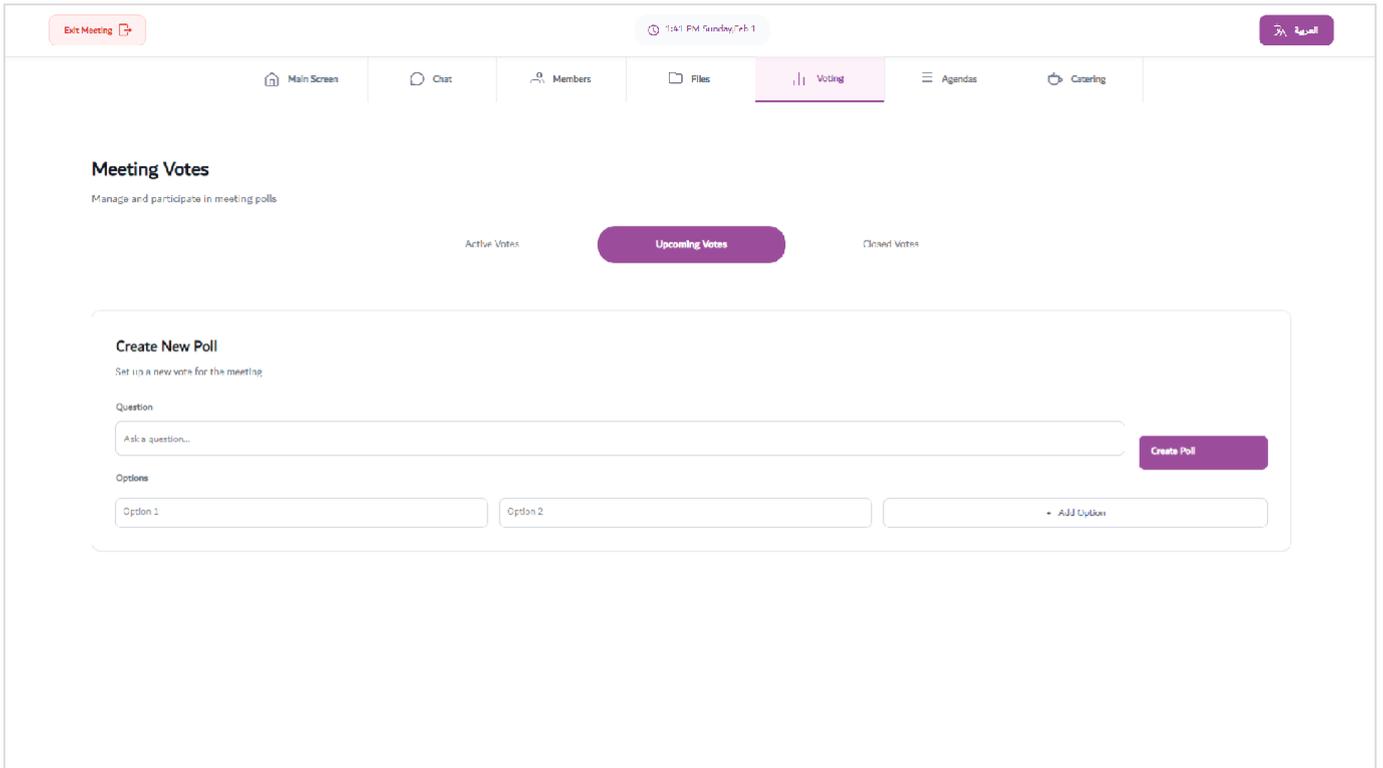


Voting

When a poll is opened by the Chairman or Admin, it will appear here.

1. Review the question and options.

2. Select your choice.
3. Submit your vote instantly.



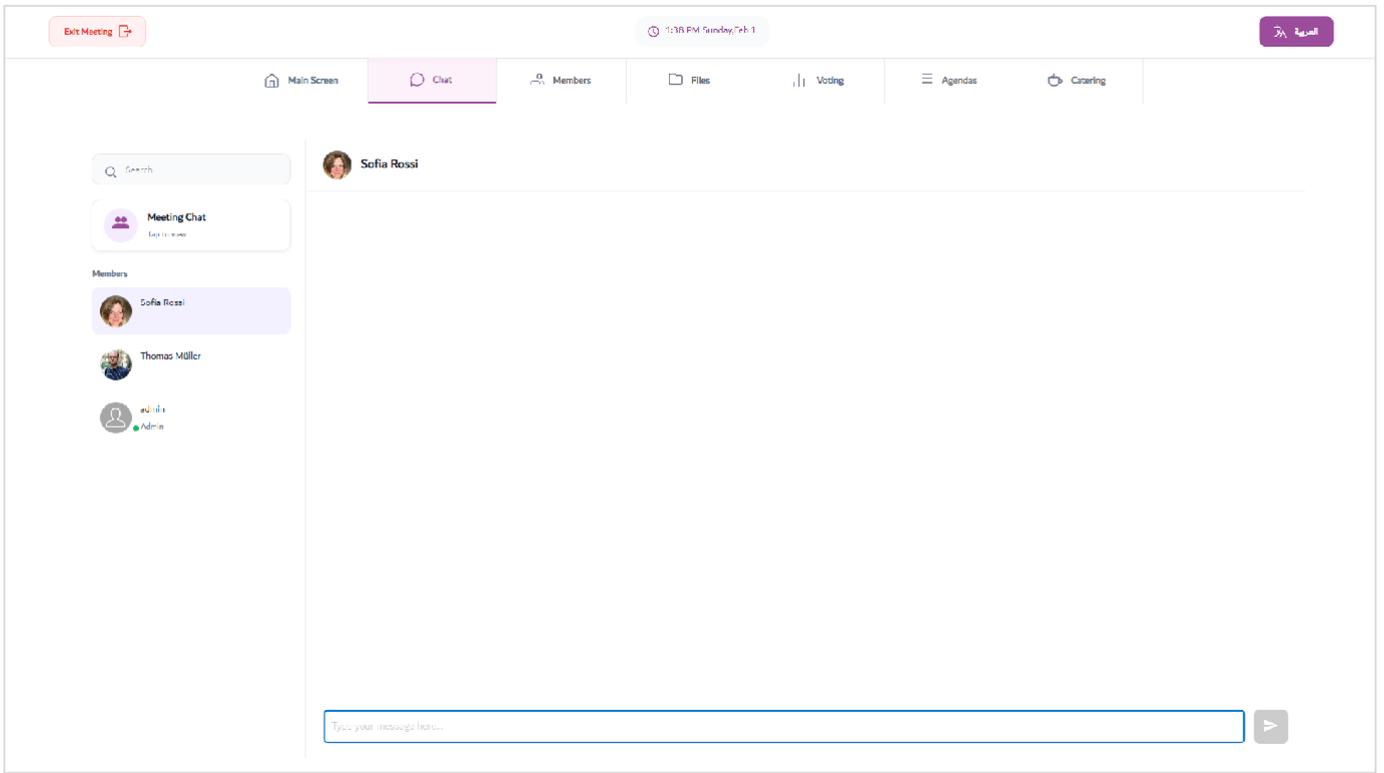
Communication

Stay connected with your colleagues through integrated communication tools.

Chat

Engage in discussions without interrupting the speaker.

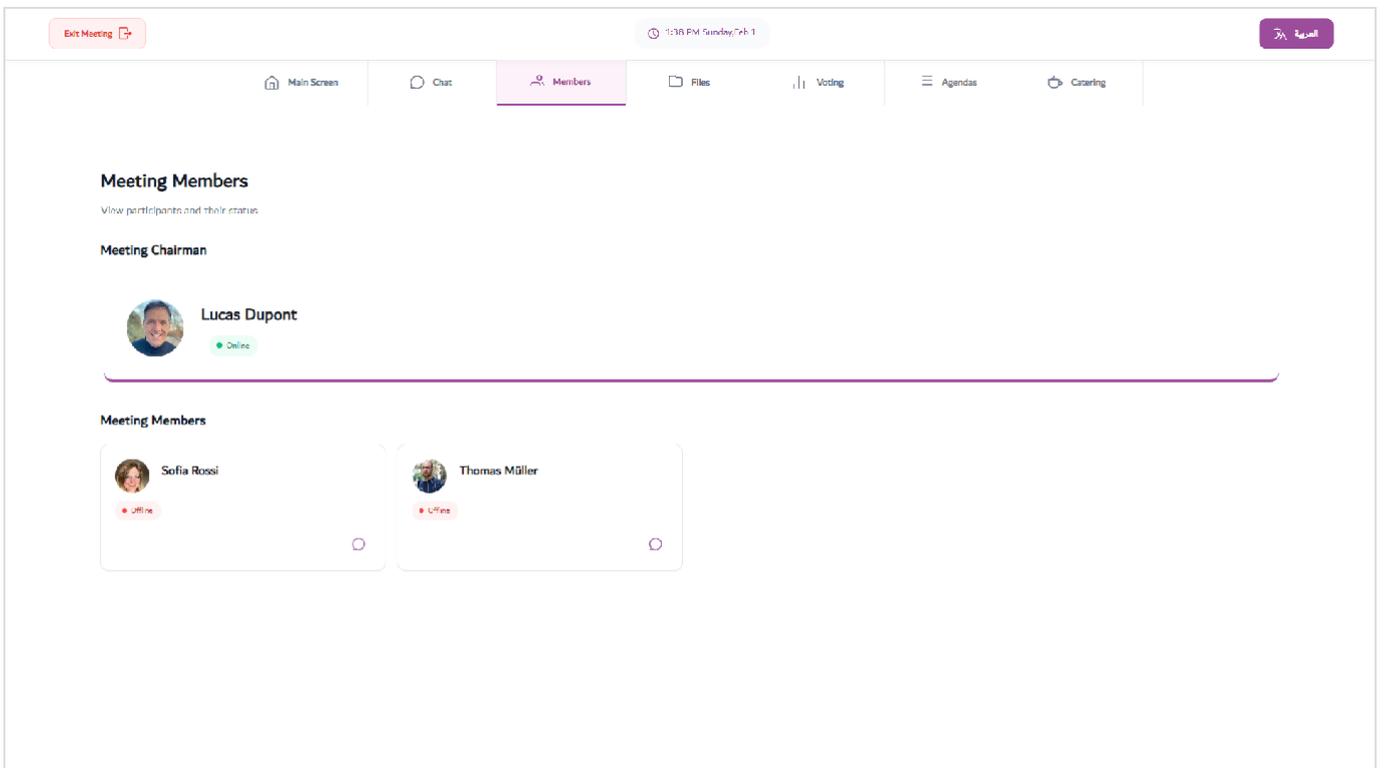
- **Group Chat:** Message the entire board.
- **Private Chat:** Send confidential messages to specific members or the admin.



Members

View the list of all attendees.

- **Status:** See who is Online or Offline.
- **Roles:** Identify the Chairman and other board members.



Concierge Services

Catering

Need a coffee or a snack? Order refreshments directly to your seat without disrupting the meeting.

1. Browse the **Catering Menu** (Drinks, Food).
2. Select your items and customize them (e.g., "Turkish Coffee", "Medium Sugar").
3. Click **Confirm Order** to send the request to the service staff.

