

نظام إدارة النشاطات العلمية

Indico

نور فارس عبد الكريم
وحدة الموقع الالكتروني
كلية طب الكندي

مهام الشخص المسؤول عن النشاط

1. إنشاء حساب

2. تحديث الصفحة قبل موعد النشاط بوقت مناسب (إسبوعين - شهر)

3. تحديث الصفحة بعد انتهاء النشاط (اختياري حسب الحاجة)

Login and access to event

The screenshot shows a Gmail interface on a Windows desktop. The browser tabs at the top include 'University of Baghdad - Events' and '[Indico] indico - noorkareem@kn'. The email address in the browser is 'mail.google.com/mail/u/0/?tab=rm&ogbl#inbox/FMfcgzGikjfUhhcNZRmwTtHdszNjklc'. The Gmail interface shows the 'Inbox' with 2 items. The selected email is from 'master.admin@uobaghdad.edu.iq' with the subject '[Indico] indico'. The email content is in Arabic, mentioning a 'تحية طيبة' (Greeting) and 'تمت الانفاضة للدورة التدريبية على الرابط' (The training cycle has ended on the link). It includes a link to 'https://events.uobaghdad.edu.iq/event/2856'. The email is signed 'Best regards Alkindy College of Medicine'. The Windows taskbar at the bottom shows the time as 11:50 AM on 11/7/2021, with a temperature of 24°C and various system icons.

University of Baghdad - Events [Ir x] [Indico] indico - noorkareem@kn x +

mail.google.com/mail/u/0/?tab=rm&ogbl#inbox/FMfcgzGikjfUhhcNZRmwTtHdszNjklc

Apps Website Division ~...

Gmail

Search all conversations

Active

1 of 636

[Indico] indico

master.admin@uobaghdad.edu.iq

to me

11:49 AM (0 minutes ago)

تحية طيبة

تمت الانفاضة للدورة التدريبية على الرابط

<https://events.uobaghdad.edu.iq/event/2856>

Best regards
Alkindy College of Medicine

Reply Forward

Black and White S....png

Show all

Type here to search

24°C

11:50 AM
11/7/2021

Login and access to event

The screenshot displays a web browser window with the URL `events.uobaghdad.edu.iq/event/2856/`. The page header includes navigation links for 'Apps' and 'Website Division'. The main content area is titled 'Indico نظام إدارة النشاطات العلمية' (Indico Scientific Activities Management System) and is associated with the 'Alkindy College of Medicine, Noor Abdulkareem (IT)'. The event is scheduled for 'Wednesday Nov 10, 2021, 9:00 PM → 10:00 PM' in 'Asia/Baghdad'. The description mentions a 'Dورة الخاصة بالموقع الإلكتروني للندوات وورش العمل والحلقات النقاشية والمؤتمرات حيث تتضمن الدورة المحاور التالية:' (Special course for the online conference and workshops, seminars, and conferences which includes the following topics:). The organizer is 'Noor Faris Abdulkateem' with the email `noorkareem@kmc.uobaghdad.edu.iq`. A user menu in the top right corner, accessible via a profile icon, shows options: 'Edit Event', 'Clone Event', and 'Material editor'. An orange arrow points to the 'Edit Event' option. The bottom of the browser shows the Windows taskbar with various application icons and the system clock indicating 12:14 PM on 11/7/2021.

University of Baghdad · Events (In x) [Indico] indico - noorkareem@kmc uobaghdad.edu.iq indico) نظام إدارة النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/

Apps Website Division -...

Public Asia/Baghdad N. Abdulkareem

كلية طب الكندي
Indico نظام إدارة النشاطات العلمية
مؤسسة

by Alkindy College of Medicine, Noor Abdulkareem (IT)

Wednesday Nov 10, 2021, 9:00 PM → 10:00 PM Asia/Baghdad

Description : دورة الخاصة بالموقع الإلكتروني للندوات وورش العمل والحلقات النقاشية والمؤتمرات حيث تتضمن الدورة المحاور التالية :
1. تحديث بيانات الندوة والمشاركين والتسجيل
2. الخيارات الموجودة في التصنيف الفرعي وكيفية متابعة الندوة

Organized by وحدة الموقع الإلكتروني
Noor Faris Abdulkateem noorkareem@kmc.uobaghdad.edu.iq

Help | Contact

https://events.uobaghdad.edu.iq/event/2856/manage/

Black and White S....png

Show all

Type here to search

25°C ENG 12:14 PM 11/7/2021



Edit your event (Settings)

The screenshot displays the Indico web application interface for editing an event. The browser's address bar shows the URL `events.uobaghdad.edu.iq/event/2856/manage/`. The left sidebar contains a navigation menu with the following items: Protection, Organization (Materials, Participant Roles, Participants, Reminders, Surveys), Room booking, Reports, Customization (Images, Layout, Posters/Badges), and Advanced options (Features, Offline Copy, Registration, Roles Setup). The main content area is titled 'Event title' and shows the event name 'Indico' with a subtitle 'نظام إدارة النشاطات العلمية'. Below the title is a 'Description' field containing text in Arabic: 'دورة الخاصة بالموقع الإلكتروني للندوات وورش العمل والحلقات النقاشية : والمؤتمرات حيث تتضمن الدورة المحاور التالية : 1. تحديث بيانات الندوة والمشاركين والتسجيل. 2. الخيارات الموجودة في التصنيف الفرعي وكيفية متابعة الندوة.' The 'URL shortcut' field displays `https://events.uobaghdad.edu.iq/e/` with a note: 'The URL shortcut must be unique within this Indico instance and is not case sensitive.' At the bottom right of the form are 'Save' and 'Cancel' buttons. The Windows taskbar at the bottom shows the system clock as 12:23 PM on 11/7/2021, along with various system icons and open applications.

University of Baghdad · Events (Ir... | [Indico] indico - noorkareem@kn... | Management - النشاطات العلمية · +

events.uobaghdad.edu.iq/event/2856/manage/

Apps Website Division ~...

Protection

Organization

- Materials
- Participant Roles
- Participants
- Reminders
- Surveys

Room booking

Reports

Customization

- Images
- Layout
- Posters/Badges

Advanced options

- Features
- Offline Copy
- Registration
- Roles Setup

Event title * Indico نظام إدارة النشاطات العلمية

Description

دورة الخاصة بالموقع الإلكتروني للندوات وورش العمل والحلقات النقاشية : والمؤتمرات حيث تتضمن الدورة المحاور التالية :

1. تحديث بيانات الندوة والمشاركين والتسجيل.
2. الخيارات الموجودة في التصنيف الفرعي وكيفية متابعة الندوة.

URL shortcut `https://events.uobaghdad.edu.iq/e/`

The URL shortcut must be unique within this Indico instance and is not case sensitive.

Save Cancel

Black and White S...png

Show all

Type here to search

25°C

ENG

12:23 PM 11/7/2021

Edit your event (Settings)

University of Baghdad · Events [In x] | [Indico] indico - noorkareem@kmc.uobaghdad.edu.iq x | Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/

Apps Website Division -...

Reading list

Save Cancel

 Room None
Venue None
Address None
Map URL None



 Speakers

Alkindy College of Medicine Submitter
Noor Abdulkareem Submitter

↓ ↑ Add myself Search Enter manually

Save Cancel



 Organizer وحدة الموقع الإلكتروني
Contact title Noor Faris Abdulkateem
Email noorkareem@kmc.uobaghdad.edu.iq
Phone None



 Keywords None
Label كلمة



Edit your event (Settings)

University of Baghdad · Events (lr x | [Indico] indico - noorkareem@kmc x | Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/

Apps Website Division ...

Reading list

Add users

Family name

Given name

Email address

Affiliation

☐ Exact matches only

Select favorite ▾

1 USER FOUND

A Alkindy College of Medicine
info@kmc.uobaghdad.edu.iq

Black and White S....png

Type here to search

25°C

ENG

12:25 PM
11/7/2021

Edit your event (Materials)

University of Baghdad - Events [lr] x | [Indico] indico - noorkareem@kmc x | Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/attachments/

Apps Website Division ~...

Asia/Baghdad N. Abdulkareem

Home Create event Room booking My profile

University of Baghdad » Training Sessions دورات » Medical Faculties الكليات الطبية » كلية طب الكندي » Indico نظام إدارة النشاطات العلمية

Switch to display view

Indico نظام إدارة النشاطات العلمية 10 Nov

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Materials

Clone

Add materials to the event. You can attach files or links using the buttons on the right.

Upload files Add link

Generate a material package. You can generate a ZIP file containing materials from the event.

Material Package

There are no materials yet.

New folder

Settings

Protection

Organization

Materials

Participant Roles

Participants

Reminders

Surveys

Room booking

Black and White S....png

Show all

Type here to search

26°C

ENG

12:31 PM 11/7/2021

Edit your event (Participants)

The screenshot displays the INDICO event management interface in a web browser. The browser's address bar shows the URL: `events.uobaghdad.edu.iq/event/2856/manage/registration/607/`. The page title is "INDICO نظام إدارة النشاطات العلمية". Below the title, it says "10 Nov" and "Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)".

The main heading is "Registration" with the subtitle "Manage form 'Participants'". On the left, a sidebar menu contains the following items: "Settings", "Protection", "Organization" (with sub-items "Materials", "Participant Roles", "Participants", "Reminders", and "Surveys"), "Room booking", "Reports", "Customization" (with sub-items "Images", "Layout", and "Posters/Badges"), and "Advanced options" (with sub-item "Features"). An orange arrow points to the "Participants" item in the sidebar.

The main content area has a status message: "Registrations are not open yet. Start now or schedule opening." with buttons for "Schedule" and "Start now". An orange arrow points to the "Start now" button. Below this are three sections: "General settings" (with an "Edit" button), "Registration Form" (with a "Configure" button), and "List of registrations" (showing 0 registrations with a "Manage" button). There are also "Invitations" and "Tickets" sections, each with a "Manage" or "Configure" button. A "Stats" button is located at the bottom right of the main content area.

The browser's taskbar at the bottom shows the Windows logo, a search bar, and various application icons. The system tray on the right indicates the date and time as "12:32 PM 11/7/2021".

Edit your event (Participants)

University of Baghdad · Events (1 x) [Indico] indico - noorkareem@kmc Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/registration/607/

Apps Website Division -...

Reading list

10 Nov
Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

✓ Registrations for Participants are now open

Reschedule registrations

Start 11/07/2021 12:32 pm ⌚ ✕ ←

Moment when registrations will be open

End 11/09/2021 11:59 pm ⌚ ✕ ←

Moment when registrations will be closed

Modification deadline 11/10/2021 11:59 pm ⌚ ✕ ←

Deadline until which registration information can be modified (defaults to the end date if empty)

Schedule Cancel

Invitations
Manage invitations to register for your event. Manage

Tickets
Configure ticketing system. Configure

Black and White S...png

Show all ✕

Type here to search

26°C ENG 12:33 PM 11/7/2021

Edit your event (Participants)

The screenshot displays the INDICO event management interface for a registration form titled "10 Nov". The interface is in Arabic, with the header "نظام إدارة النشاطات العلمية INDICO". The main content area is titled "Registration" and "Manage form 'Participants'".

On the left, a sidebar menu lists various options: Settings, Protection, Organization, Materials, Participant Roles, **Participants** (highlighted with an orange arrow), Reminders, Surveys, Room booking, Reports, Customization, Images, Layout, Posters/Badges, and Advanced options. The "Participants" option is the target of the first orange arrow.

The main content area contains several sections:

- Registrations are not open yet**: A message indicating that registrations are not open yet, with a "Schedule" button and a "Start now" button.
- General settings**: A section for editing settings for this form, with an "Edit" button. This section is the target of the second orange arrow.
- Registration Form**: A section for adding, removing, or modifying information registrants may fill out, with a "Configure" button.
- List of registrations**: A section for adding, removing, or modifying registrations, with a "Manage" button.
- Invitations**: A section for managing invitations to register for your event, with a "Manage" button.
- Tickets**: A section for configuring the ticketing system, with a "Configure" button.

At the bottom right, there is a "Stats" button. The interface also includes a "Clone" button and a "Reading list" button in the top right corner. The bottom status bar shows the system clock as 12:32 PM on 11/7/2021.

Edit your event (Participants)

University of Baghdad · Events (1) x [Indico] indico - noorkareem@kmc x Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/registration/607/edit

Switch to display view

Indico نظام إدارة النشاطات العلمية

10 Nov

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Registration

Edit form "Participants"

Title * Participants

The title of the registration form

Introduction

Introduction to be displayed when filling out the registration form

Contact info

How registrants can get in touch with somebody for extra information

Moderated ☐

If enabled, registrations require manager approval

Only logged-in users ☐

Users must be logged in to register

Registrant must have account ☐

Registrations email must be associated with an Indico account

Settings

Protection

Organization

Materials

Participant Roles

Participants

Reminders

Surveys

Room booking

Reports

Customization

Images

Layout

Posters/Badges

Advanced options

Features

Black and White S....png

Show all

Type here to search

26°C

ENG

12:44 PM 11/7/2021

Edit your event (Participants)

University of Baghdad · Events (1) x [Indico] indico - noorkareem@kn x Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/registration/607/edit

Apps Website Division - ... Reading list

- Customization
 - Images
 - Layout
 - Posters/Badges
- Advanced options
 - Features
 - Offline Copy
 - Registration
 - Roles Setup

Moderated ☐ If enabled, registrations require manager approval

Only logged-in users ☒ Users must be logged in to register

Registrant must have account ☒ Registrations emails must be associated with an Indico account

Limit registrations ☐ Whether there is a limit of registrations

Modification allowed Will users be able to modify their data? When?

Publish registrations ☐ Registrations from this form will be displayed in the event page

Publish number of registrations ☐ Number of registered participants will be displayed in the event page

Publish check-in status ☐ Check-in status will be shown publicly on the event page

Price options

Black and White S....png ^ Show all x

Type here to search

26°C 12:46 PM 11/7/2021

Edit your event (Participants)

University of Baghdad · Events (1) × [Indico] indico - noorkareem@kn × Management - النشاطات العلمية × +

events.uobaghdad.edu.iq/event/2856/manage/registration/607/edit

Apps Website Division - ... Reading list

Will users be able to modify their data? When?

Publish registrations ☒ 
Registrations from this form will be displayed in the event page

Publish number of registrations ☐ 
Number of registered participants will be displayed in the event page

Publish check-in status ☐ 
Check-in status will be shown publicly on the event page

Price options

Currency * 
The currency for new registrations

Registration fee
A fixed fee all users have to pay when registering.

Notifications for registrants

Notification sender address
Email address set as the sender of all notifications sent to users. If

Black and White S....png ^

Show all ×

Type here to search

26°C 12:47 PM 11/7/2021

Edit your event (Participants)

University of Baghdad · Events (1) × | [Indico] indico - noorkareem@kn... × | Management - النشاطات العلمية × +

events.uobaghdad.edu.iq/event/2856/manage/registration/607/edit

Apps Website Division ~...

Reading list

Text included in emails sent to unpaid registrations (Markdown syntax)

Message for complete registrations

لحنه طنية
شكرا لتسجيلك
مع التقدير

Text included in emails sent to complete registrations (Markdown syntax)

Attach iCalendar file

Attach an iCalendar file to the mail sent once a registration is complete

Notifications for managers

Enabled

Enable notifications to managers about registrations

List of recipients *

Email addresses that will receive notifications

Save Back

Show all

Black and White S....png

Type here to search

26°C

12:49 PM
11/7/2021

Edit your event (Participants)

University of Baghdad · Events (1) x [Indico] indico - noorkareem@kn x Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/registration/607/

Switch to display view

INDICO نظام إدارة النشاطات العلمية

10 Nov

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

✓ Registration form has been successfully modified

Registration
Manage form "Participants"

Registrations are open
Scheduled to close on Nov 9, 2021 at 11:59 PM (Asia/Baghdad). [Reschedule](#) [Close now](#)

General settings
Edit settings for this form. [Edit](#)

Registration Form
Add, remove or modify information registrants may fill out. [Configure](#)

List of registrations
Add, remove or modify registrations. 0 [Manage](#)

Invitations
Manage invitations to register for your event. [Manage](#)

Tickets
Configure ticketing system. [Configure](#)

<https://events.uobaghdad.edu.iq/event/2856/manage/registration/607/form/>

Black and White S....png

Show all

Type here to search

26°C

12:51 PM 11/7/2021

Edit your event (Participants)

University of Baghdad · Events (1) x | [Indico] indico - noorkareem@kmc x | Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/registration/607/form/

Apps Website Division -...

Reading list

10 Nov
Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Registration

Configure questions in form "Participants"

+ Add new

Personal Data
Fill the description

First Name *
Last Name *
Email Address *
Affiliation
Address
Country -- Select a country --
Phone Number (+41) 123 45 6789
Position
Title

Disabled fields

Black and White S....png

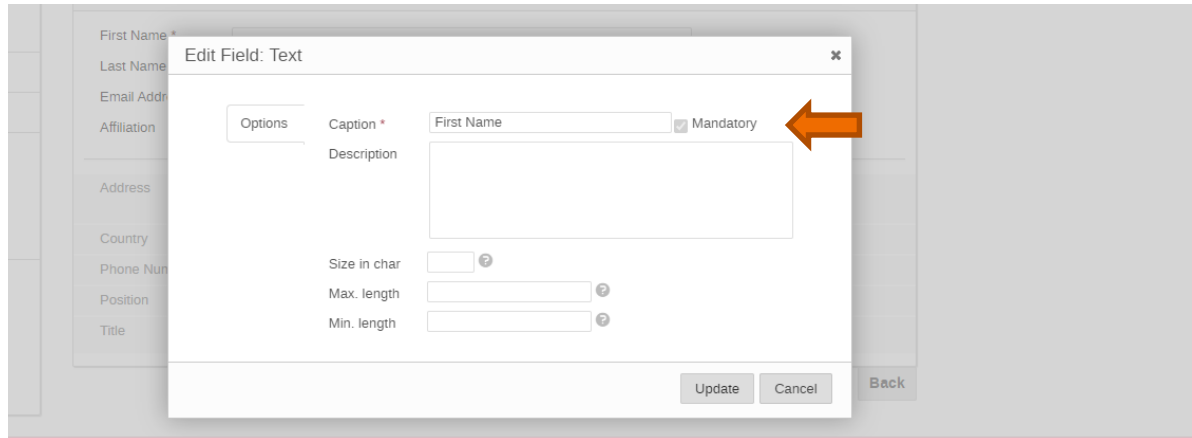
Show all

Type here to search

26°C

12:51 PM
11/7/2021

Edit your event (Participants)



The screenshot shows a web interface for editing event participants. A modal dialog titled "Edit Field: Text" is open, allowing configuration of a text field. The background shows a list of participant fields: First Name, Last Name, Email Address, Affiliation, Address, Country, Phone Number, Position, and Title.

Edit Field: Text

Options

Caption * ☒ Mandatory

Description

Size in char ?

Max. length ?

Min. length ?

Buttons: Update, Cancel, Back

Edit your event (Participants)

The screenshot displays the INDICO event management interface for a University of Baghdad event. The browser address bar shows the URL: `events.uobaghdad.edu.iq/event/2856/manage/registration/607/`. The page title is "INDICO نظام إدارة النشاطات العلمية". The event is titled "10 Nov" and was created by Alkindy College of Medicine. The main section is "Registration" with the subtitle "Manage form 'Participants'".

On the left, a sidebar menu contains the following items: Settings, Protection, Organization (with sub-items: Materials, Participant Roles, **Participants**, Reminders, Surveys), Room booking, Reports, Customization (with sub-items: Images, Layout, Posters/Badges), and Advanced options. An orange arrow points to the "Participants" item in the sidebar.

The main content area includes several management options:

- Registrations are not open yet:** Start now or schedule opening. Includes "Schedule" and "Start now" buttons.
- General settings:** Edit settings for this form. Includes an "Edit" button.
- Registration Form:** Add, remove or modify information registrants may fill out. Includes a "Configure" button.
- List of registrations:** Add, remove or modify registrations. Shows 0 registrations and includes "Manage" and "Configure" buttons.
- Invitations:** Manage invitations to register for your event. Includes a "Manage" button.
- Tickets:** Configure ticketing system. Includes a "Configure" button.
- Stats:** A button to view statistics.

An orange arrow points to the "Manage" button under the "Invitations" section. The bottom of the screen shows a Windows taskbar with the date and time: 12:32 PM, 11/7/2021.

Edit your event (Participants)

The screenshot shows a web browser window with three tabs: 'University of Baghdad - Events', '[Indico] indico - noorkareem@kmc', and 'Management - النشاطات العلمية'. The address bar shows the URL: `events.uobaghdad.edu.iq/event/2856/manage/registration/607/invitations/`. The page header includes the University of Baghdad logo and navigation links: Home, Create event, Room booking, and My profile. The user is logged in as N. Abdulkareem from Asia/Baghdad.

The main content area is titled 'Indico نظام إدارة النشاطات العلمية' and '10 Nov'. It indicates the event was created by Alkindy College of Medicine. The section is 'Registration' for 'Invitations for "Participants"'. A left sidebar contains a menu with 'Settings', 'Protection', 'Organization' (expanded), 'Materials', 'Participant Roles', 'Participants' (selected), 'Reminders', 'Surveys', and 'Room booking'.

The main content area has a 'Switch to display view' button and a 'Clone' button. Below the title, there is an 'Invite people' section with the text 'Invite people to register for your event.' and a status message 'Nobody has been invited yet.' An 'Invite' dropdown menu is open, showing options: 'New user' and 'Indico users'. A large orange arrow points to the 'New user' option. A 'Back' button is located at the bottom right of the invite section.

The Windows taskbar at the bottom shows the search bar, task view, and various application icons. The system clock indicates 12:54 PM on 11/7/2021.

Edit your event (Participants)

The screenshot displays the Indico web application interface for managing an event. The browser's address bar shows the URL: `events.uobaghdad.edu.iq/event/2856/manage/registration/607/invitations/`. The left sidebar contains a navigation menu with options like Settings, Protection, Organization, Materials, Participant Roles, Participants, Reminders, Surveys, Room booking, Reports, Customization, Images, Layout, Posters/Badges, Advanced options, Features, Offline Copy, Registration, and Roles Setup. The main content area is titled 'Registration' and includes a sub-header 'Invite user to register'. Below this, there is an 'Invitation details' section with a 'Users' list that is currently empty, indicated by the text 'This list is currently empty'. An orange arrow points to this list. Below the 'Users' list is a button labeled '+ User' with the instruction 'Select the users to invite.' The 'Email' section contains fields for 'From' (Noor Abdulkareem <noorkareem@kmc.uobaghdad.edu.iq>), 'Email subject' (Invitation to register), and 'Email body'. The 'Email body' field contains a rich text editor with the following content: 'Dear {first_name},', 'We'd like to invite you to register for the following event:', 'نظام إدارة النشاطات العلمية Indico', and 'You can register (or decline the invitation) by using this link: {invitation_link}'. An orange arrow points to the 'Email body' text area. The bottom of the screen shows a Windows taskbar with various application icons and a system clock indicating 12:55 PM on 11/7/2021.

Edit your event (Reminders)

The screenshot displays the Indico web application interface for managing an event. The browser's address bar shows the URL `events.uobaghdad.edu.iq/event/2856/manage/reminders/`. The page title is "Indico نظام إدارة النشاطات العلمية" (Indico Scientific Activities Management System). The main content area is titled "Reminders" and shows a "Pending Reminders" section with the message "There are no pending reminders." and an "Add Reminder" button. A large orange arrow points to the "Add Reminder" button. Another large orange arrow points to the "Reminders" link in the left sidebar menu. The sidebar menu includes options like Settings, Protection, Organization, Materials, Participant Roles, Participants, Reminders, Surveys, Room booking, Reports, and Customization. The bottom of the screen shows a Windows taskbar with various application icons and the system clock indicating 12:56 PM on 11/7/2021.

University of Baghdad · Events (lr x) | [Indico] indico - noorkareem@kn x | Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/reminders/

Apps Website Division ~...

Home Create event v Room booking My profile

University of Baghdad » Training Sessions دورات » Medical Faculties الكليات الطبية » كلية طب الكندي » Indico نظام إدارة النشاطات العلمية

Switch to display view

Indico نظام إدارة النشاطات العلمية

10 Nov

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Reminders

Pending Reminders

+ Add Reminder

There are no pending reminders.

Settings

Protection

Organization

Materials

Participant Roles

Participants

Reminders

Surveys

Room booking

Reports

Customization

Images

Black and White S...png

Show all x

Type here to search

26°C

12:56 PM 11/7/2021

Edit your event (Reminders)

The screenshot shows a web interface for editing event reminders. The form is divided into several sections: Timing, Recipients, and Misc. Orange arrows point to specific fields: the 'Relative to the event start time' radio button, the 'Offset' field, the 'Email addresses' text area, the 'Participants' checkbox, the 'Speakers' checkbox, the 'Sender' dropdown, the 'Note' text area, the 'Include description' checkbox, and the 'Attach iCalendar file' checkbox. The background shows a sidebar with event details and a main content area.

Timing

☒ Relative to the event start time
☐ Fixed date/time
☐ Send immediately

Offset: Hours:

Recipients

Email addresses:

One email address per line.

☐ Participants
Send the reminder to all participants/registrants of the event.

☐ Speakers
Send the reminder to all speakers/chairpersons of the event.

Misc

Sender:

The email address that will show up as the sender.

Note:

A custom message to include in the email.

☐ Include description
Includes the event's description in the email.

☒ Attach iCalendar file
Attach an iCalendar file to the event reminder.

Edit your event (Surveys)

University of Baghdad · Events (lr x | [Indico] indico - noorkareem@kmc x | Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/surveys/

Apps Website Division -...

Reading list

Home Create event Room booking My profile

University of Baghdad » Training Sessions دورات » Medical Faculties الكليات الطبية » كلية طب الكندي » Indico نظام إدارة النشاطات العلمية

Switch to display view

Indico نظام إدارة النشاطات العلمية

10 Nov

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Surveys

Surveys can be used to make questionnaires for the event and collect people's answers.

There are no surveys yet.

Create survey

Settings

Protection

Organization

Materials

Participant Roles

Participants

Reminders

Surveys

Room booking

Reports

Black and White S....png

Show all

Type here to search

26°C

12:58 PM 11/7/2021

Edit your event (Surveys)

The screenshot shows the 'General settings' for a survey titled 'survey'. The settings are as follows:

- Title:** survey (indicated by an orange arrow)
- Introduction:** استطلاع (indicated by an orange arrow)
- Anonymous submissions:** Enabled (indicated by an orange arrow)
- Only logged-in users:** Enabled (indicated by an orange arrow)
- Limit submissions:** Disabled (indicated by an orange arrow)
- Private survey:** Disabled (indicated by an orange arrow)
- Partial completion:** Disabled (indicated by an orange arrow)
- Notifications:** Enabled (indicated by an orange arrow)

The sidebar on the left contains the following navigation options:

- Settings
- Protection
- Organization
 - Materials
 - Participant Roles
 - Participants
 - Reminders
 - Surveys
- Room booking
- Reports
- Customization
 - Images
 - Layout
 - Posters/Badges
- Advanced options
 - Features
 - Offline Copy
 - Registration
 - Roles Setup

The bottom of the screen shows a Windows taskbar with the time 1:00 PM and date 11/7/2021.

Edit your event (Surveys)

The screenshot displays the Indico web application interface for managing an event. The browser's address bar shows the URL: `events.uobaghdad.edu.iq/event/2856/manage/surveys/`. The page header includes the event title "نظام إدارة النشاطات العلمية Indico" and the date "10 Nov". A green notification box states "Survey created". The left sidebar contains a menu with options like Settings, Protection, Organization, Materials, Participant Roles, Participants, Reminders, Surveys (highlighted), Room booking, Reports, Customization, and Advanced options. The main content area is titled "Surveys" and includes the text "Surveys can be used to make questionnaires for the event and collect people's answers." Below this, a survey entry is shown with the status "The survey is not running." and a "Manage" button. An orange arrow points to the "Manage" button. A "Create survey" button is also visible. The bottom of the screen shows the Windows taskbar with the date and time "1:00 PM 11/7/2021".

University of Baghdad · Events (1) x | [Indico] indico - noorkareem@kn... x | Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/surveys/

Apps Website Division -...

Reading list

Switch to display view

نظام إدارة النشاطات العلمية Indico

10 Nov

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

✓ Survey created

Clone

Settings

Protection

Organization

Materials

Participant Roles

Participants

Reminders

Surveys

Room booking

Reports

Customization

Images

Layout

Posters/Badges

Advanced options

Features

Offline Copy

Registration

Surveys

Surveys can be used to make questionnaires for the event and collect people's answers.

survey

The survey is not running.

Manage

Create survey

https://events.uobaghdad.edu.iq/event/2856/manage/surveys/160/

Black and White S....png

Show all

Type here to search

26°C

1:00 PM 11/7/2021

Edit your event (Surveys)

The screenshot shows a web browser window with the URL `events.uobaghdad.edu.iq/event/2856/manage/surveys/160/`. The page title is "Indico نظام إدارة النشاطات العلمية" (Indico Scientific Activities Management System). The left sidebar contains a menu with options: Settings, Protection, Organization (Materials, Participant Roles, Participants, Reminders, Surveys), Room booking, Reports, Customization (Images, Layout, Posters/Badges), and Advanced options (Features, Offline Copy, Registration). The main content area shows the "Survey" management interface for "survey". It includes a "Survey not ready" message with a "Prepare questionnaire" button, a "General settings" section with an "Edit" button, and a "Submissions" section stating "There are no submissions yet." An orange arrow points to the "Prepare questionnaire" button. The bottom of the screen shows a Windows taskbar with various application icons and a system tray displaying the time as 1:01 PM on 11/7/2021.

University of Baghdad · Events (lr) × | [Indico] indico - noorkareem@kmc × | Management - النشاطات العلمية × +

events.uobaghdad.edu.iq/event/2856/manage/surveys/160/

Apps Website Division -...

Reading list

University of Baghdad » Training Sessions دورات » Medical Faculties الكليات الطبية » كلية طب الكندي » Indico نظام إدارة النشاطات العلمية

Switch to display view

Indico نظام إدارة النشاطات العلمية
10 Nov
Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Survey
Manage "survey"

Survey not ready
The questionnaire is not set up yet

Prepare questionnaire

General settings
Edit settings for this survey.

Edit

Submissions

There are no submissions yet.

Settings
Protection
Organization
Materials
Participant Roles
Participants
Reminders
Surveys
Room booking
Reports
Customization
Images
Layout
Posters/Badges
Advanced options
Features
Offline Copy
Registration

Black and White S....png

Show all

Type here to search

26°C

1:01 PM
11/7/2021

Edit your event (Surveys)

The screenshot shows a web browser window with the URL `events.uobaghdad.edu.iq/event/2856/manage/surveys/160/questionnaire/`. The page is titled "Survey" and "Questionnaire for 'survey'". It features a left sidebar with navigation options: Settings, Protection, Organization, Materials, Participant Roles, Participants, Reminders, Surveys (highlighted), Room booking, Reports, Customization (Images, Layout, Posters/Badges), and Advanced options (Features, Offline Copy, Registration, Roles Setup). The main content area has tabs for "Export" and "Import". Below these, there's a "Sections" section with a note: "The questionnaire consists of one or more sections." and an "Add section" button. A "Standalone section" is currently selected, showing a message: "No items have been added yet so this section will not be displayed." and a "Delete section" button. A dropdown menu for "Add question" is open, showing options: Number, Select multiple, Single Choice, Text, and Yes/No. Two orange arrows point to the "Add section" and "Add question" buttons. The footer includes the University of Baghdad logo, "Powered by Indico v3.0.3", "Help | Contact", and "Website Division - University of Baghdad". The Windows taskbar at the bottom shows the date and time as 11/7/2021, 1:02 PM.

University of Baghdad · Events (Ir x | [Indico] indico - noorkareem@kmc x Management - النشاطات العلمية x +

events.uobaghdad.edu.iq/event/2856/manage/surveys/160/questionnaire/

Apps Website Division ~...

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Survey

Questionnaire for "survey"

Export Import

Sections

The questionnaire consists of one or more sections.

+ Add section

Standalone section ⓘ

No items have been added yet so this section will not be displayed.

Delete section

Add text item

Add question

- Number
- Select multiple
- Single Choice
- Text
- Yes/No

Settings

Protection

Organization

- Materials
- Participant Roles
- Participants
- Reminders
- Surveys
- Room booking

Reports

Customization

- Images
- Layout
- Posters/Badges

Advanced options

- Features
- Offline Copy
- Registration
- Roles Setup

Help | Contact

Website Division - University of Baghdad

Powered by Indico v3.0.3

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26°C

1:02 PM
11/7/2021

Edit your event (Surveys)

Created by Alkindy College of Medicine (web.admin@kmc.uobaghdad.edu.iq)

Survey

Questionnaire for "survey"

Export Import

- Sections
- The questionnaire co

Standalone section

No items have been added

Add question

Title *
The title of the question

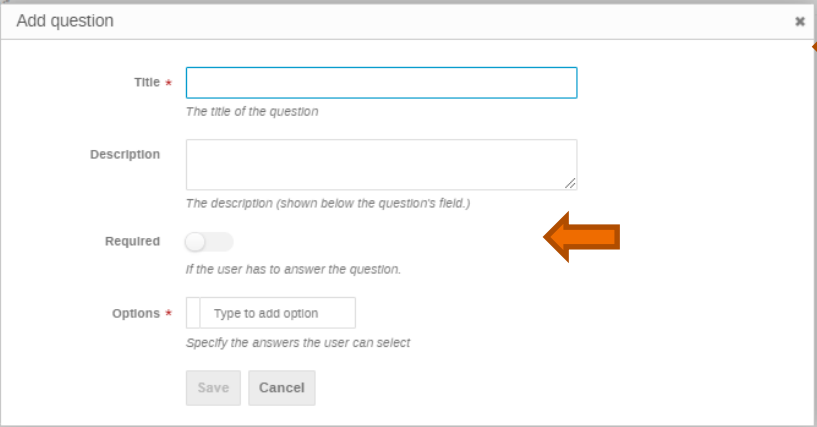
Description
The description (shown below the question's field.)

Required ☐
If the user has to answer the question.

Options *
Specify the answers the user can select

Save Cancel

0.3 [Help](#) | [Contact](#)



Edit your event (Logs)

University of Baghdad · Events (lr) × [Indico] indico - noorkareem@kn × Management - النشاطات العلمية × +

events.uobaghdad.edu.iq/event/2856/manage/logs/

Apps Website Division -...

Reading list

Created by Andy College of Medicine (b.admin@uobaghdad.edu.iq)

Logs

Show **Emails** **Event** **Management** **Participants** **Reviewing**

Registration	Registration form "Participants" was opened	32 minutes ago	
Event Persons	[Indico] indico	an hour ago	
Registration	Registration form "Participants" has been created	an hour ago	
Protection	ACL entry changed	an hour ago	
Protection	ACL entry changed	an hour ago	
Event	Description updated	an hour ago	
Layout	Added image "aikindy.cme.png"	an hour ago	
Event	Label updated	2 hours ago	
Features	Enabled image manager	2 hours ago	
Event	Dates updated	3 hours ago	
Event	Dates updated	3 hours ago	
Event	Description updated	3 hours ago	
Event	Data updated	3 hours ago	
Event	Event created	3 hours ago	
Protection	ACL entry added	3 hours ago	

1 2 >

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1:04 PM 11/7/2021

Event Final Look

The screenshot shows a web browser window with multiple tabs. The active tab is 'events.uobaghdad.edu.iq/event/2856/'. The page content is in Arabic and English. The header of the event page is blue with the text 'كلية طب الكندي' (Alkindy College of Medicine) and 'Indico نظام إدارة النشاطات العلمية' (Indico Scientific Activities Management System). Below this, it says 'by Alkindy College of Medicine, Noor Abdulkareem (IT)'. The event date and time are 'Wednesday Nov 10, 2021, 9:00 PM → 10:00 PM Asia/Baghdad'. The description is in Arabic, mentioning a course on the Indico website for workshops and seminars. The list of participants includes Alaa Yahya, Dr. Huda Adnan, Ekhlas Jawad, Mahmood Al-Mendalawi, and Dr. Huda Adnan. The page also has a 'Register' button and a 'Participants' list.

My Drive - Google Drive x [Indico] indico - noorkareem x نظام إدارة النشاطات العلمية x Untitled presentation - Google x كلية طب الكندي جامعة بغداد x +

events.uobaghdad.edu.iq/event/2856/ ☆ N

Apps Website Division - ... Reading list

Asia/Baghdad English (United States) Login

كلية طب الكندي
Indico نظام إدارة النشاطات العلمية
دورة

by Alkindy College of Medicine, Noor Abdulkareem (IT)

Wednesday Nov 10, 2021, 9:00 PM → 10:00 PM Asia/Baghdad

Description : دورة الخاصة بالموقع الإلكتروني للندوات وورش العمل والحلقات النقاشية والمؤتمرات حيث تتضمن الدورة المحاور التالية:

1. تحديث بيانات الندوة والمشاركين والتسجيل.
2. الخيارات الموجودة في التصنيف الفرعي وكيفية متابعة الندوة.

Organized by وحدة الموقع الإلكتروني

Registration Participants Register

Participants A Alaa Yahya D Dr. Huda Adnan E Ekhlas Jawad M Mahmood Al-Mendalawi H د. حيدر هاشم عبد الرزاق

Noor Faris Abdulkateem noorkareem@kmc.uobaghdad.edu.iq

Untitled presenta....pptx indico-20211109T1....zip Microsoft Office 20....zip Show all x

Type here to search

5:38 PM 11/9/2021 ENG

