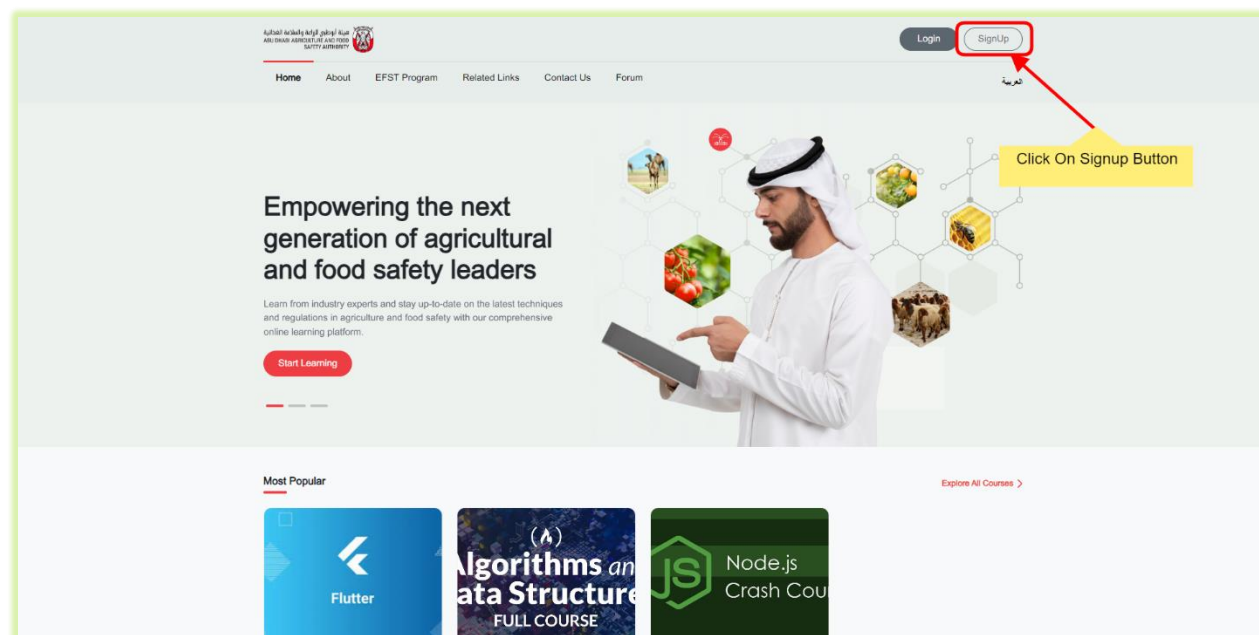


Accounts

Trainee Portal

Trainee Portal Register

- Access the trainee portal
- Locate Signup Button.
- Fill the Required Fields to create a new user
- Submit the registration form



TaxRegistrationNumber: 100203645500003

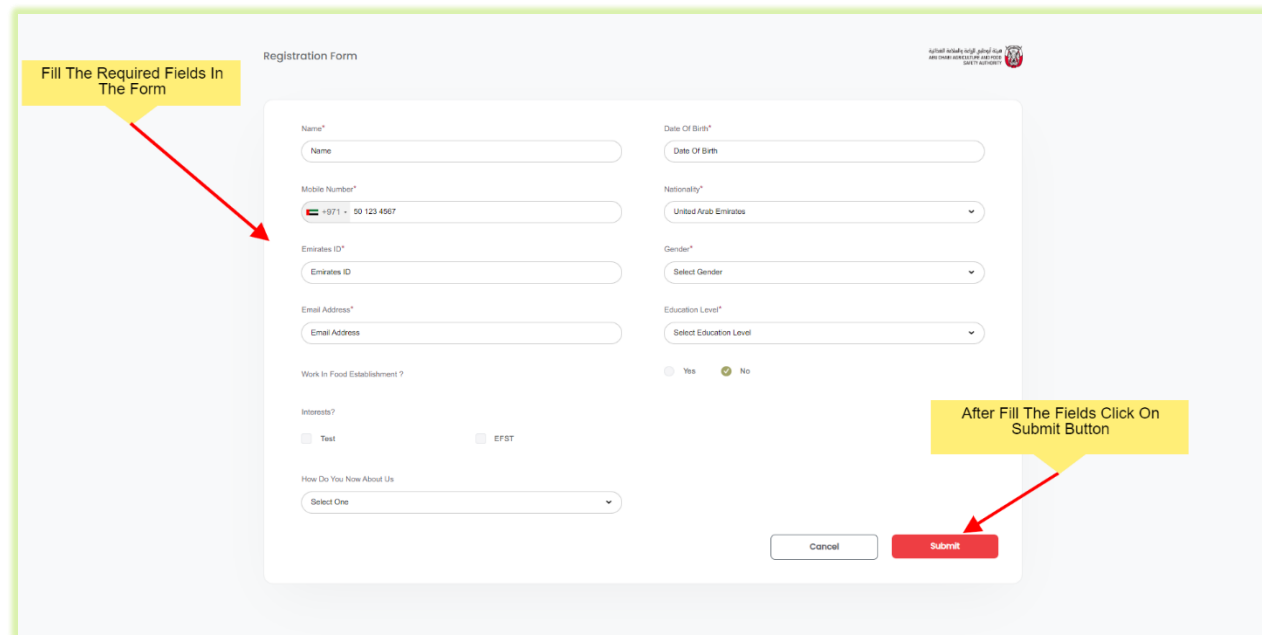
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Registration Form

Fill The Required Fields In The Form

Name*
Name

Date Of Birth*
Date Of Birth

Mobile Number*
+971 - 50 123 4567

Nationality*
United Arab Emirates

Emirates ID*
Emirates ID

Gender*
Select Gender

Email Address*
Email Address

Education Level*
Select Education Level

Work In Food Establishment?
☐ Yes ☒ No

Interests?
☐ Text ☐ EFST

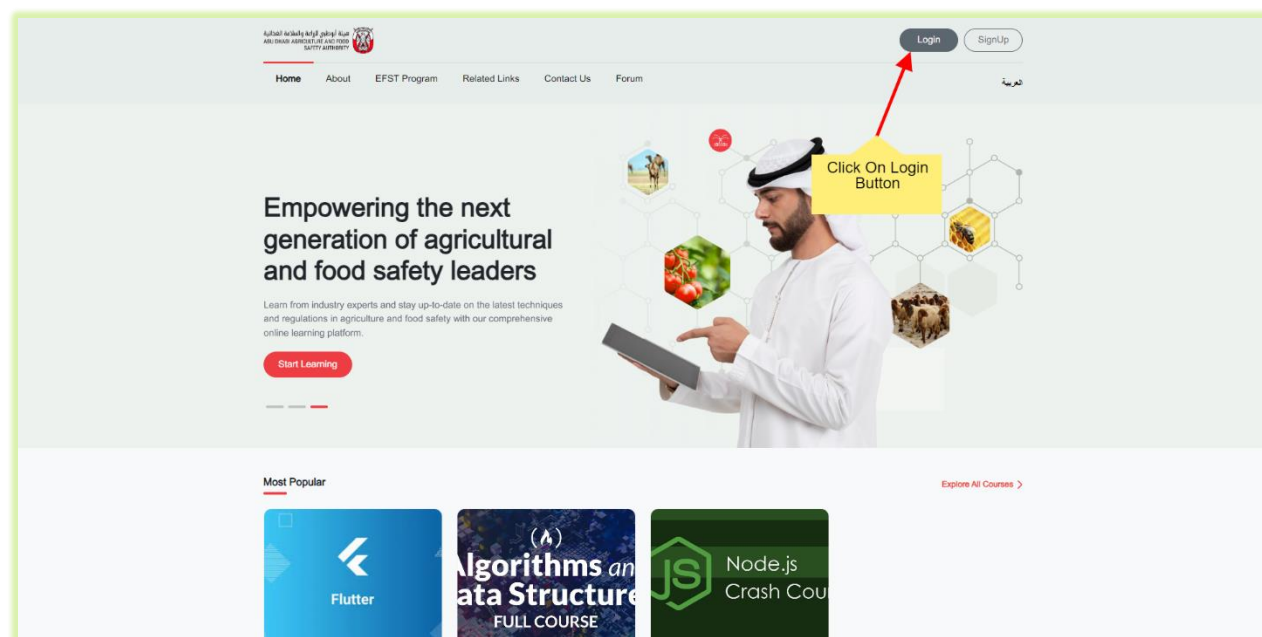
How Do You Now About Us
Select One

Cancel Submit

After Fill The Fields Click On Submit Button

Trainee Portal Login

- Access the trainee portal.
- Click on Login Button
- Enter User Name Or Email And Password



TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

Enter Your Email Or Name And Also
Enter your password

User Name Or Email Address

Password

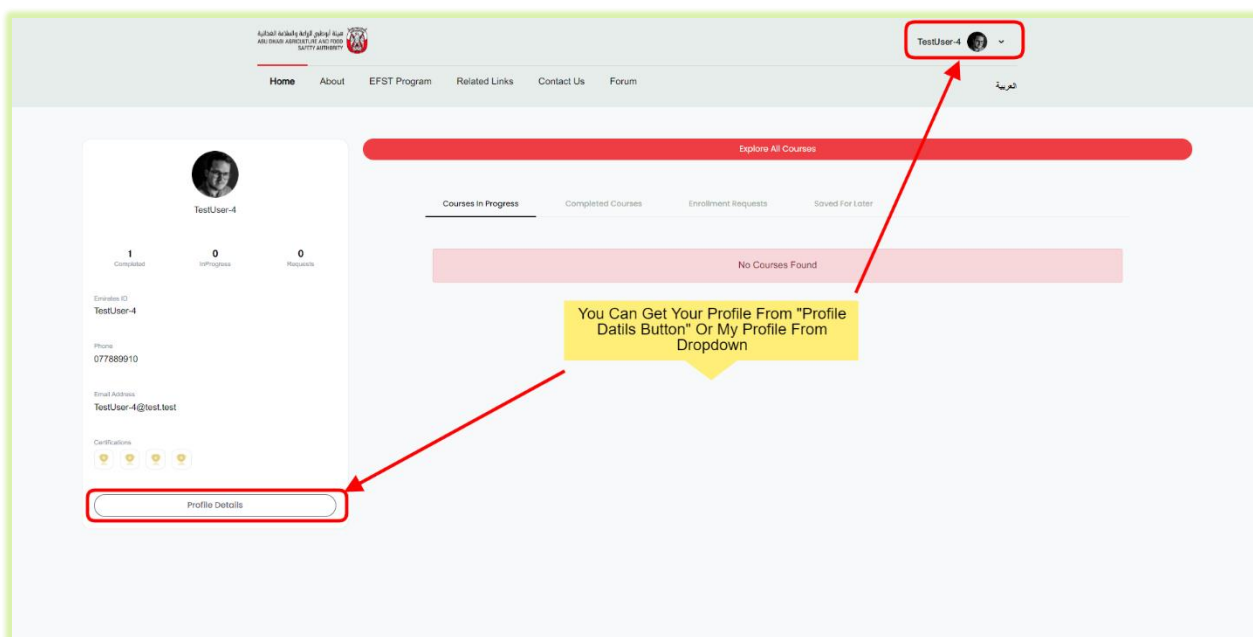
☐ Remember Me [ForgotPassword?](#)

Submit

[Register](#)

Show Profile Info

- Access the trainee portal.
- Click On My Profile Button on the navbar.
- Access the profile information.



The screenshot shows the user profile page for 'TestUser-4'. The user's profile information is displayed on the left, including their name, email address, phone number, and a list of certifications. The main content area shows a 'No Courses Found' message. A yellow callout box with the text 'You Can Get Your Profile From "Profile Details Button" Or My Profile From Dropdown' has two red arrows pointing to the 'Profile Details' button at the bottom left and the user dropdown menu at the top right.

TaxRegistrationNumber: 100203645500003

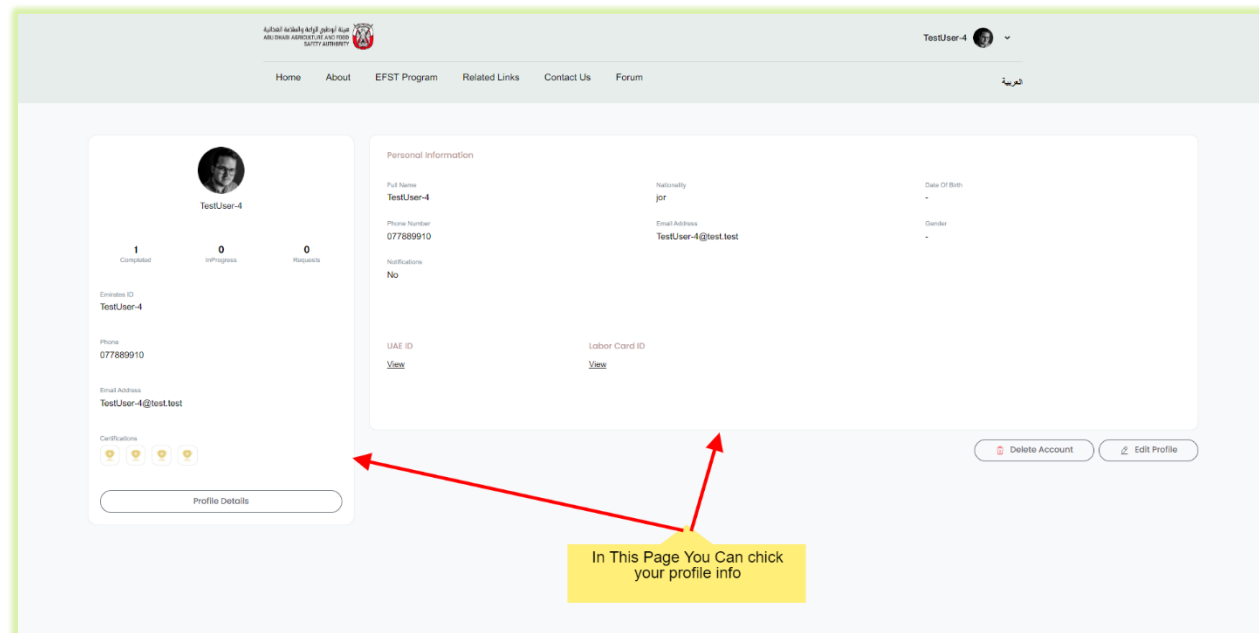
Company Tel No: +971 2 6210672

Company Name:

Company Address:

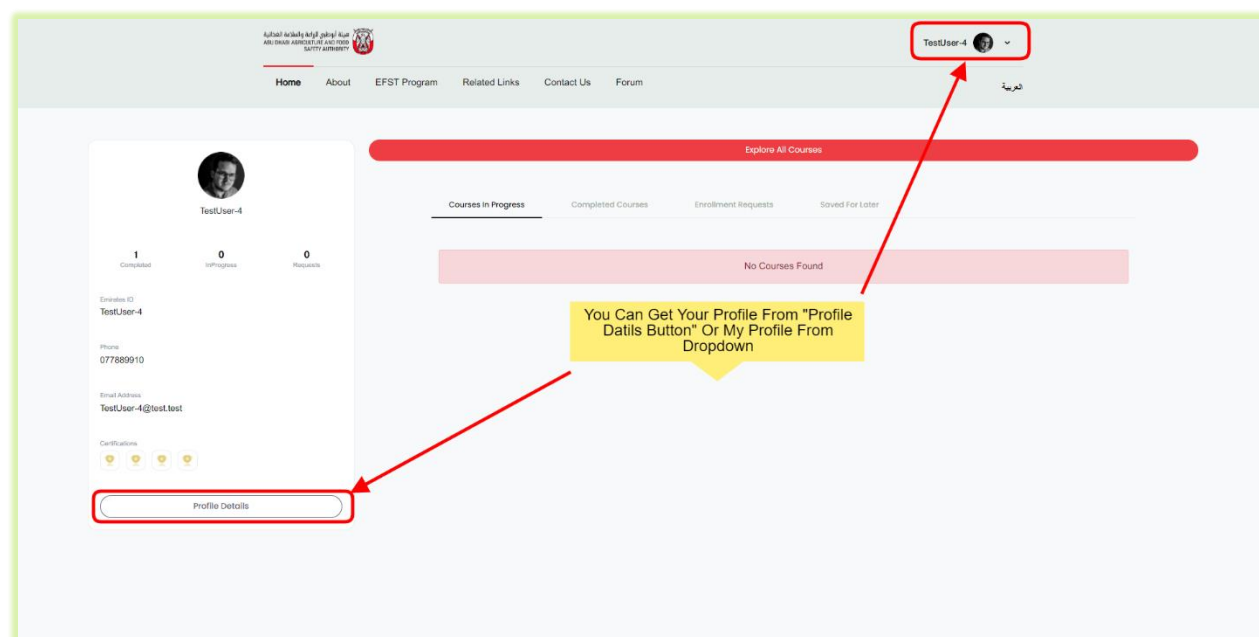
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



Update Profile Info

- Access the trainee portal.
- Click On My Profile Button on the navbar.
- Click On edit profile Button
- Edit the necessary profile fields.
- Save the changes.



TaxRegistrationNumber: 100203645500003

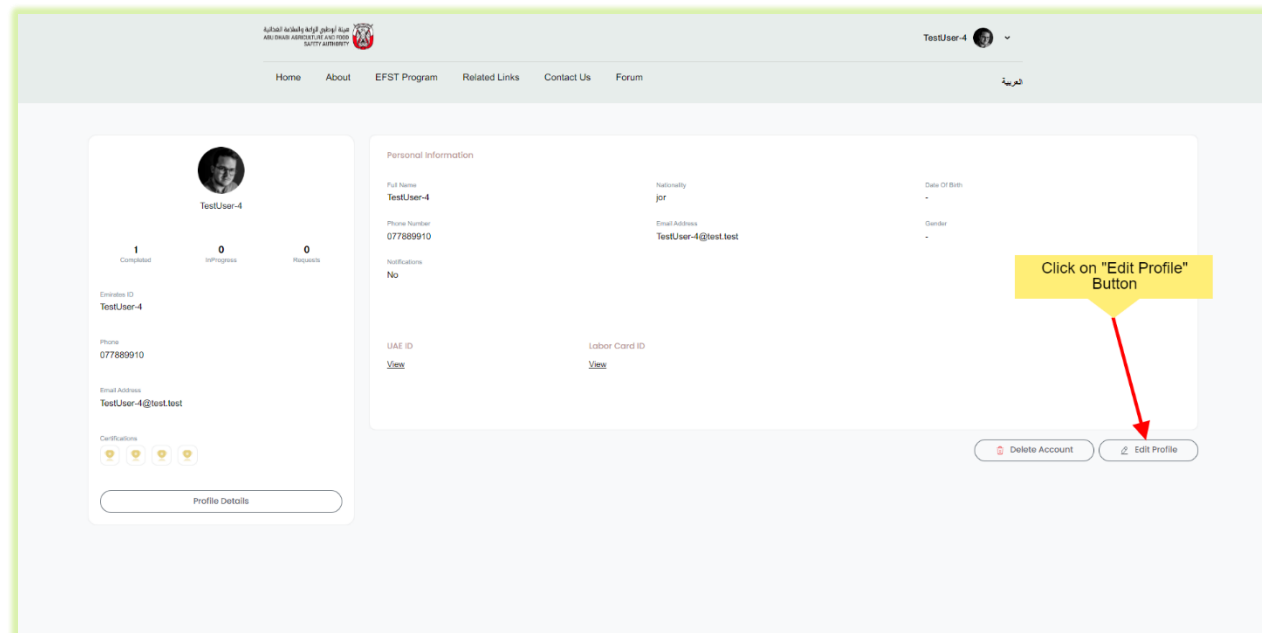
Company Tel No: +971 2 6210672

Company Name:

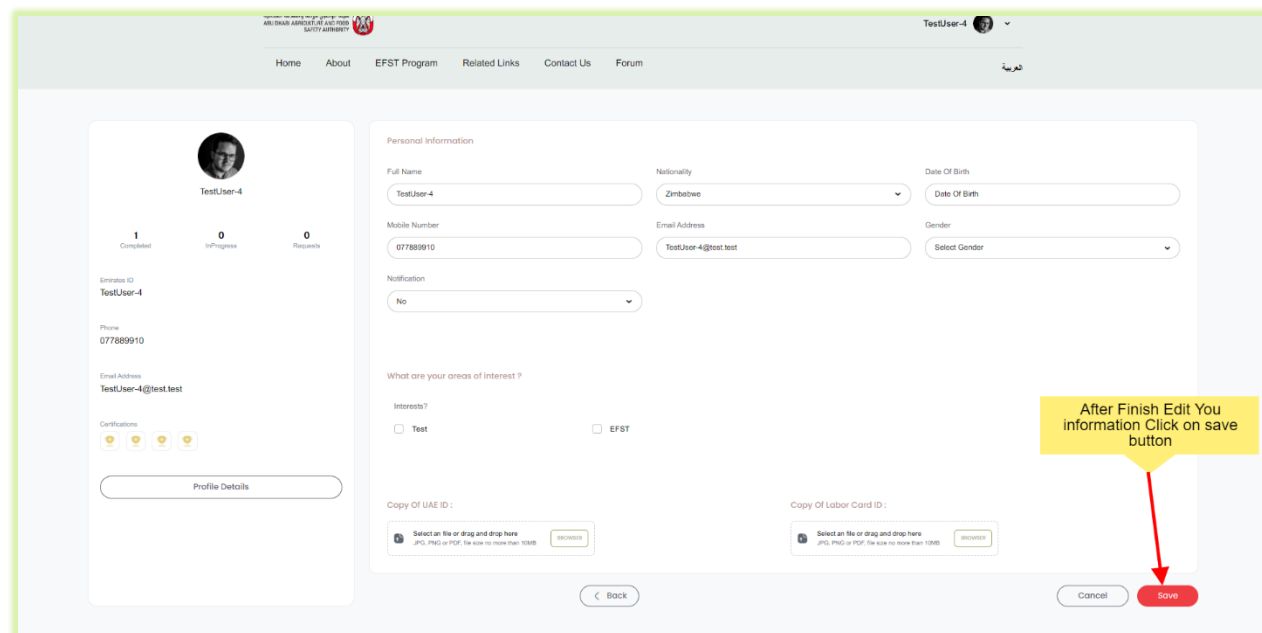
Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



The screenshot shows the user profile page for 'TestUser-4'. On the left is a profile card with a profile picture, statistics (1 Completed, 0 InProgress, 0 Requests), and contact details. The main area is titled 'Personal Information' and contains fields for Full Name, Nationality, Date Of Birth, Phone Number, Email Address, and Notifications. At the bottom right, a yellow callout box with a red arrow points to the 'Edit Profile' button, with the text 'Click on "Edit Profile" Button'.



This screenshot shows the 'Edit Profile' form. The fields are now input fields for editing. Below the main form, there are sections for 'What are your areas of interest?' with checkboxes for 'Test' and 'EFST', and two file upload sections for 'Copy Of UAE ID' and 'Copy Of Labor Card ID'. At the bottom right, a yellow callout box with a red arrow points to the 'Save' button, with the text 'After Finish Edit You information Click on save button'.

Delete Account

- Log in to the trainee portal
- Click On My Profile Button on the navbar.
- Click On Delete Account Button down the screen .
- Confirm Delete Account Message

TaxRegistrationNumber: 100203645500003

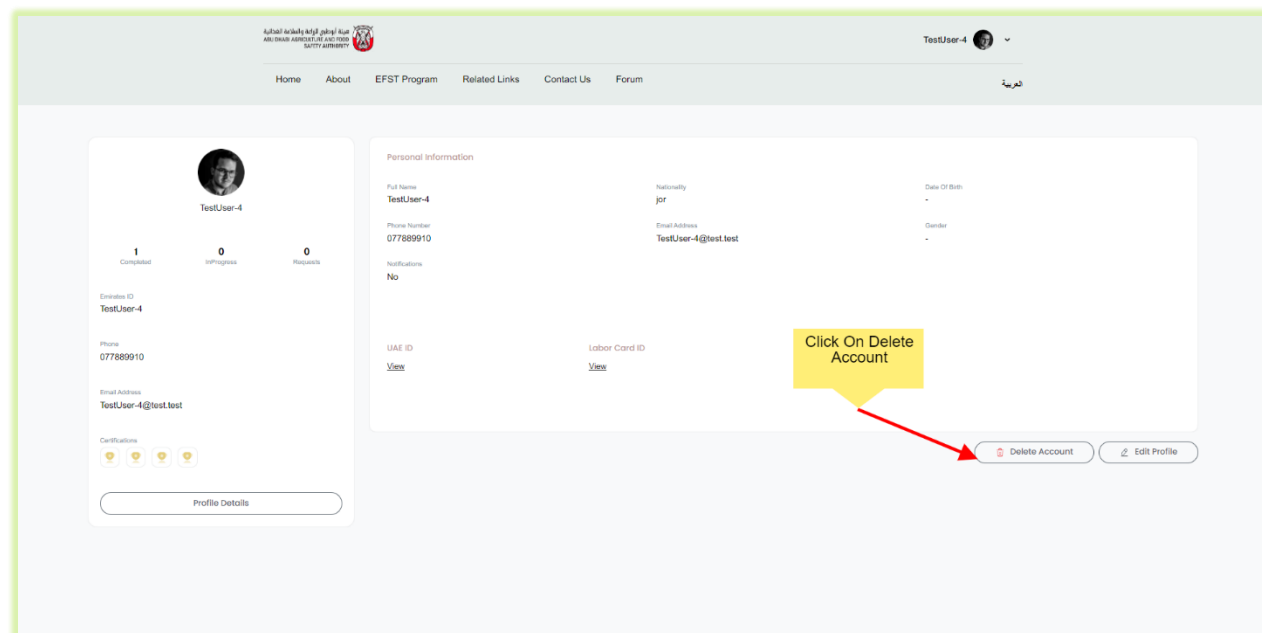
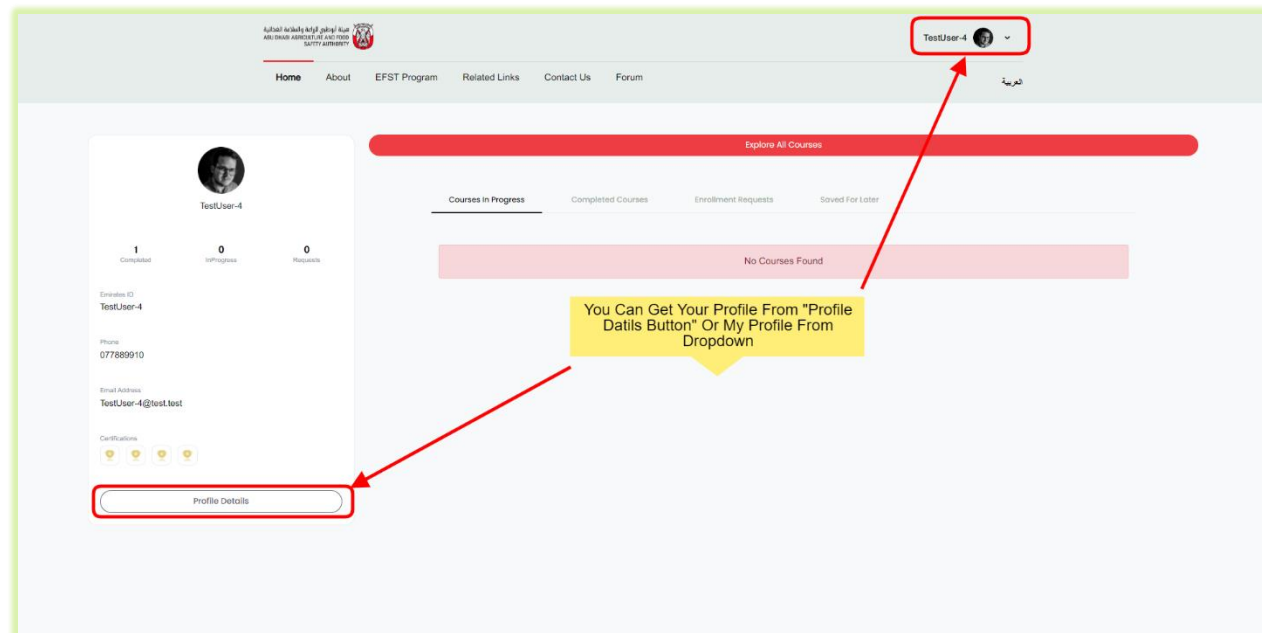
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

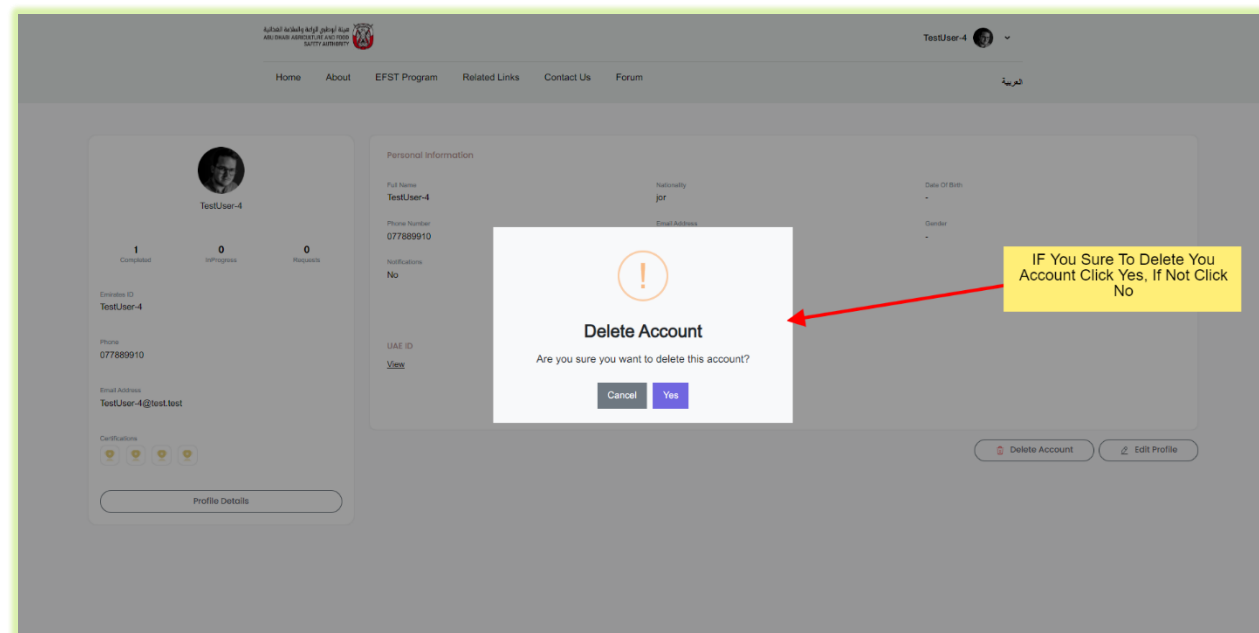
Company Tel No: +971 2 6210672

Company Name:

Company Address:

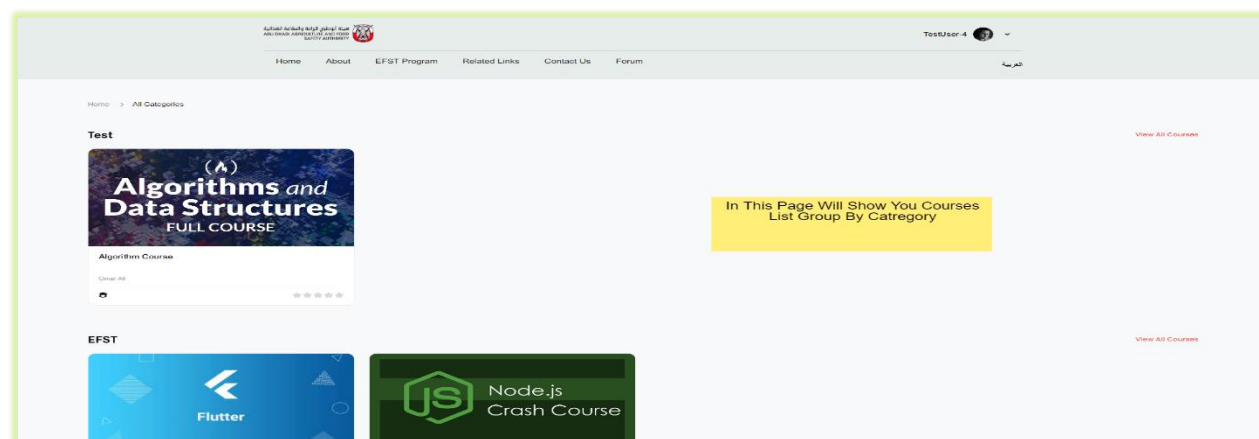
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Explore All Courses

- Access the trainee portal.
- Login with your account
- Locate explore all courses button



Explore Course Details Page

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list

TaxRegistrationNumber: 100203645500003

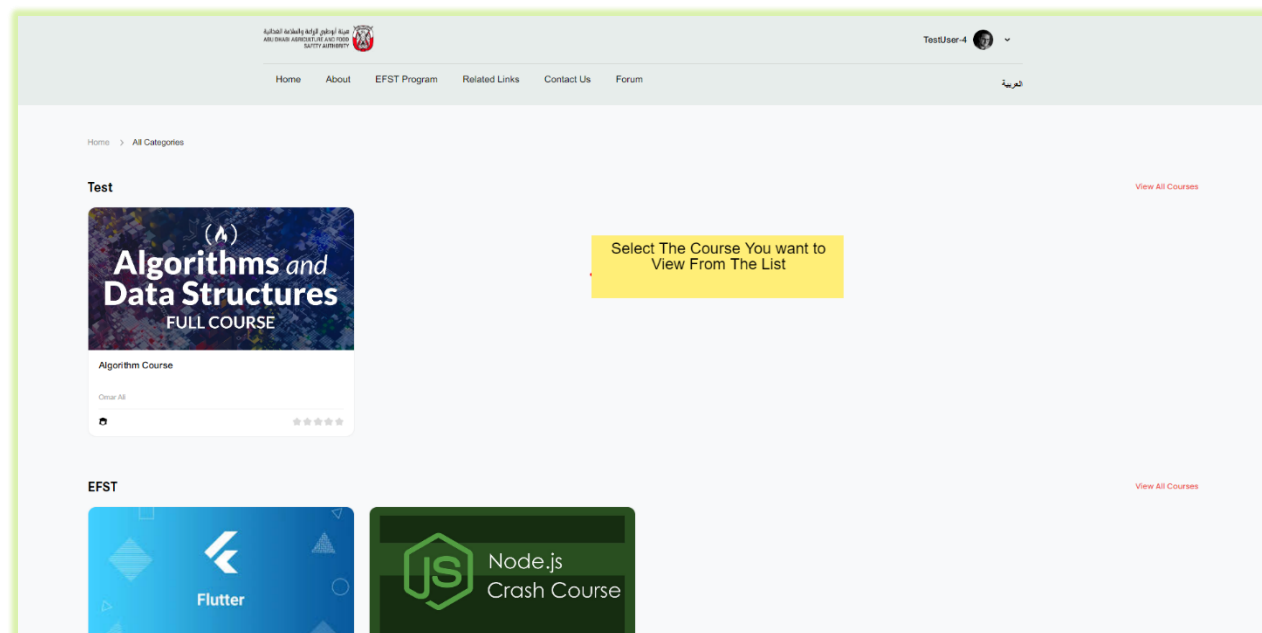
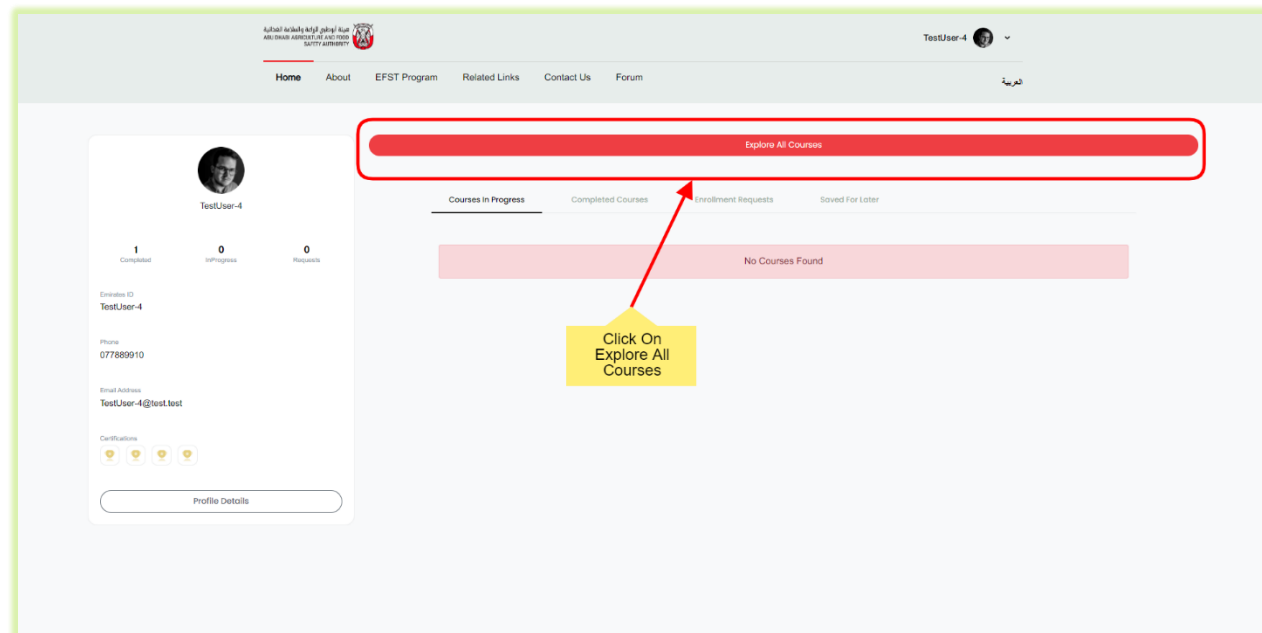
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

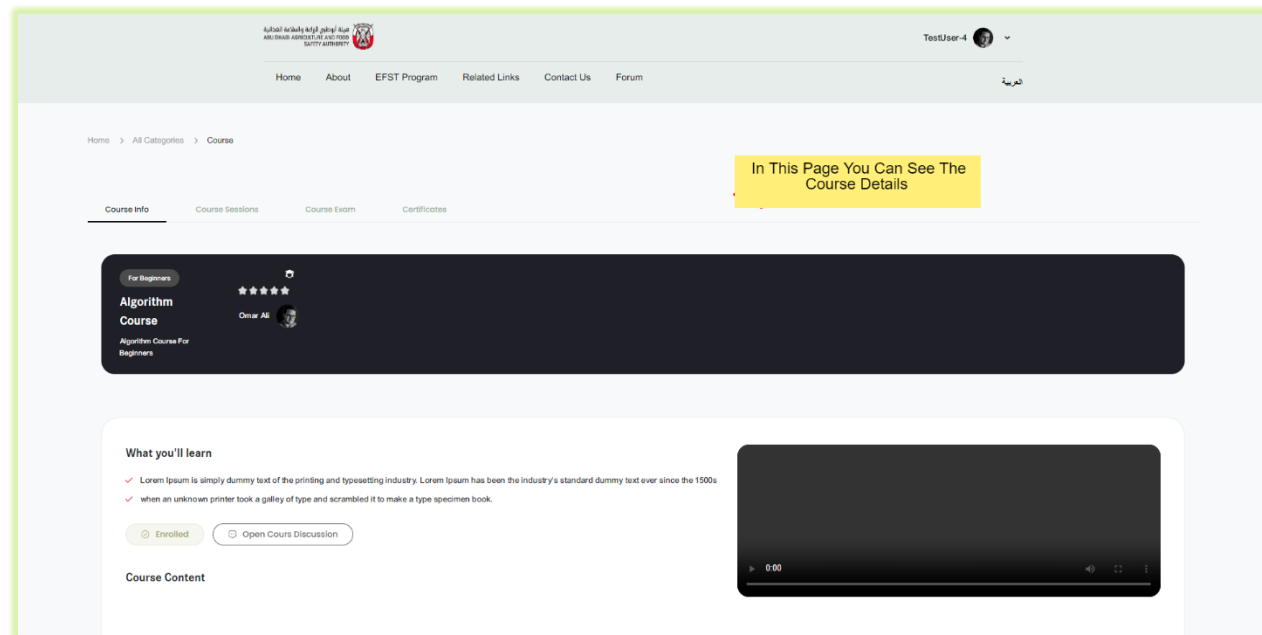
Company Tel No: +971 2 6210672

Company Name:

Company Address:

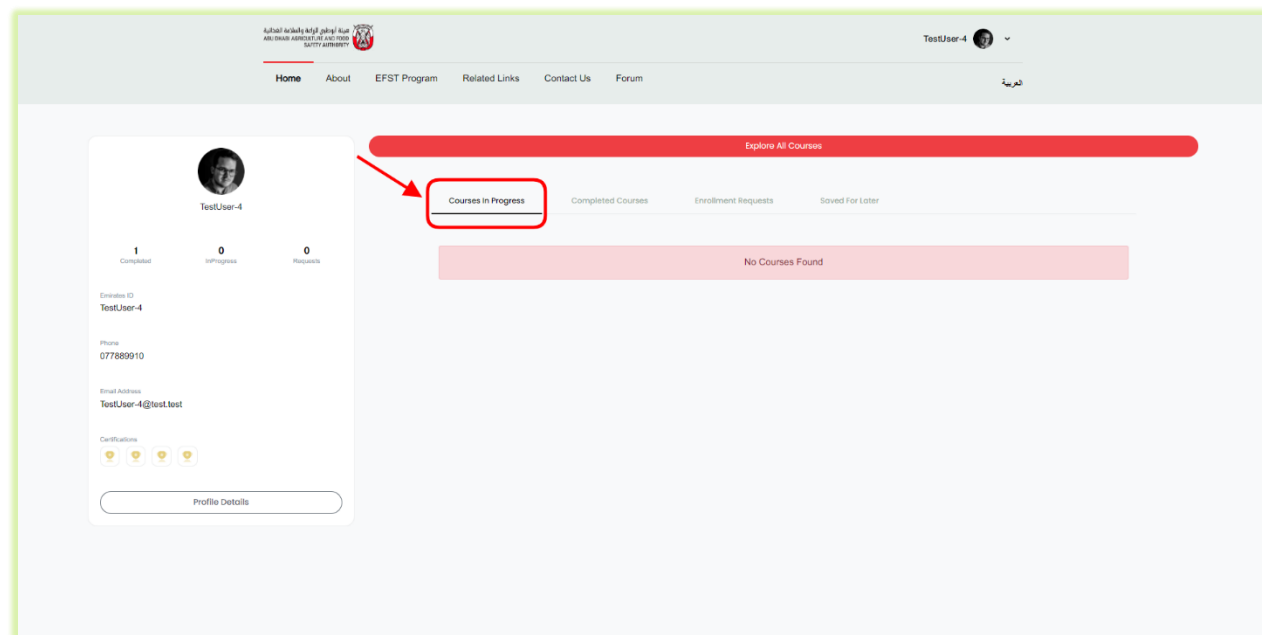
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Show The Courses In progress

- Access the trainee portal
- First Tap Under Explore All Courses 'Courses in Progress'



Show Completed Courses

- Access the trainee portal

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

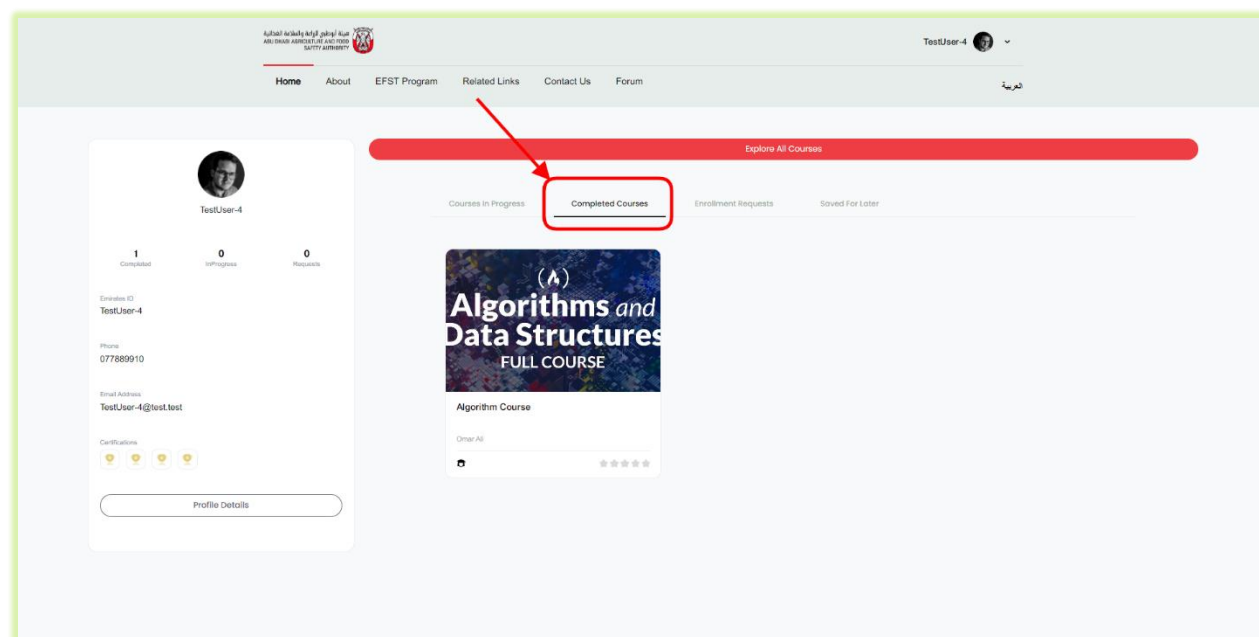
Company Name:

Blackstone Information Technologies LLC

Company Address:

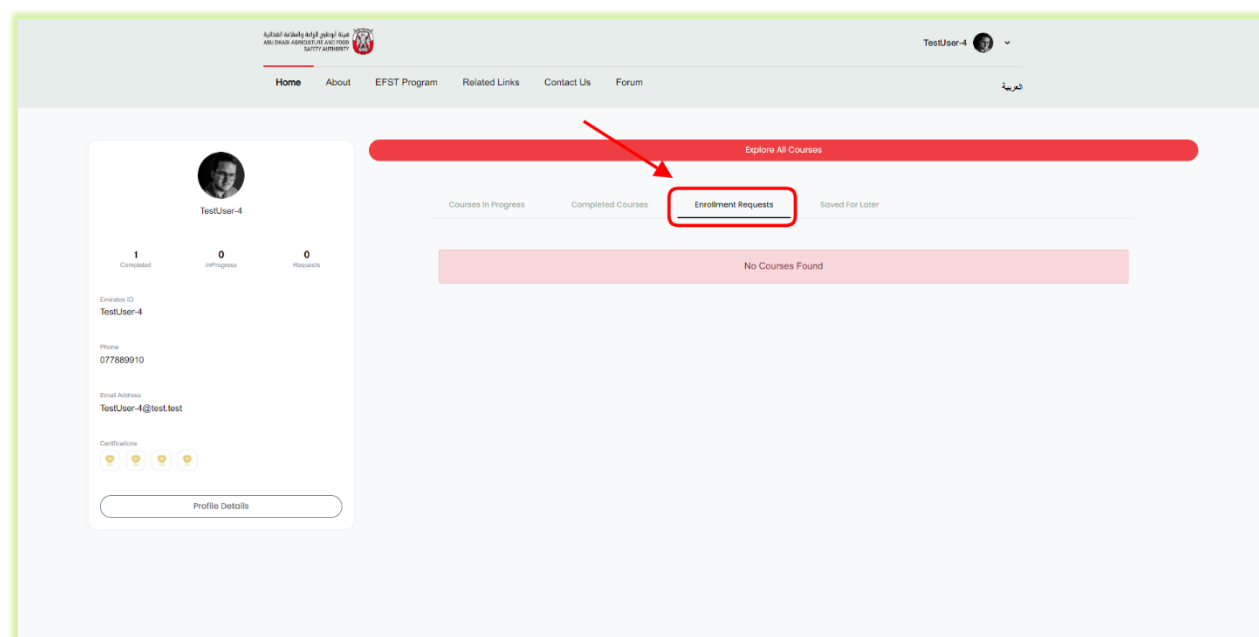
Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Second Tap Under Explore All Courses ‘Completed Courses



Show Enrollment Requests Courses

- Access the trainee portal
- Third Tap Under Explore All Courses ‘Enrollment Requests



TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

Company Name:

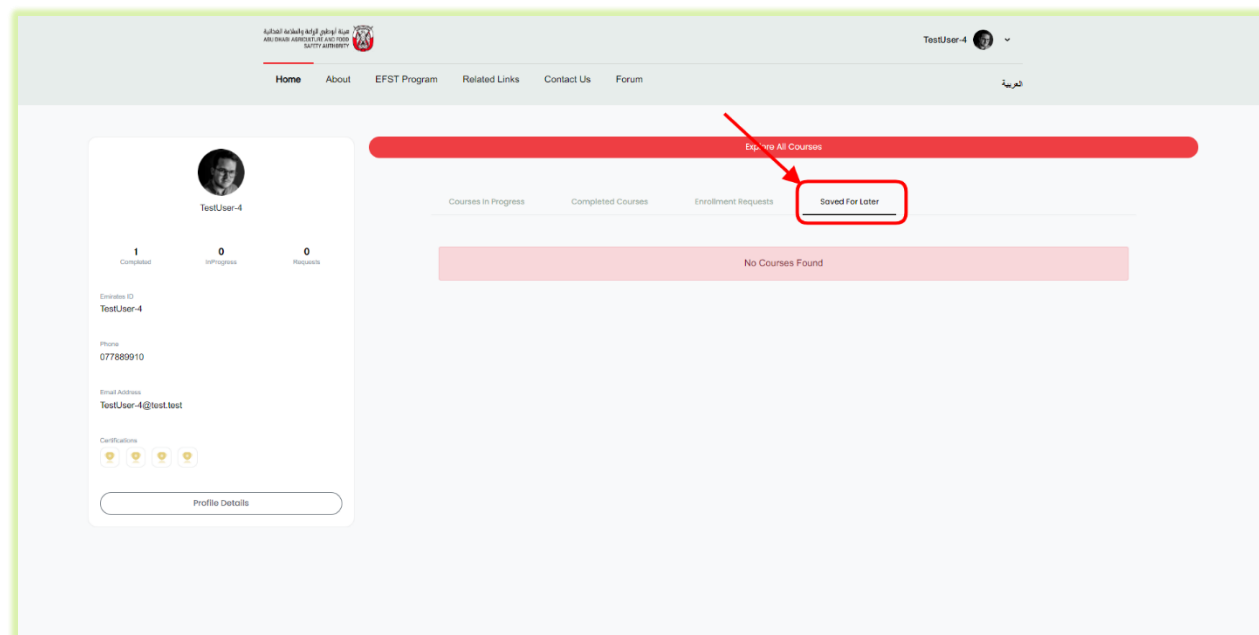
Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

Show Saved For Later Courses

- Access the trainee portal
- Fourth Tap Under Explore All Courses ‘Saved For Later



Admin Portal

Admin Login

- Access the admin portal.
- Click the login Button.
- Enter name or Email and password.

TaxRegistrationNumber: 100203645500003

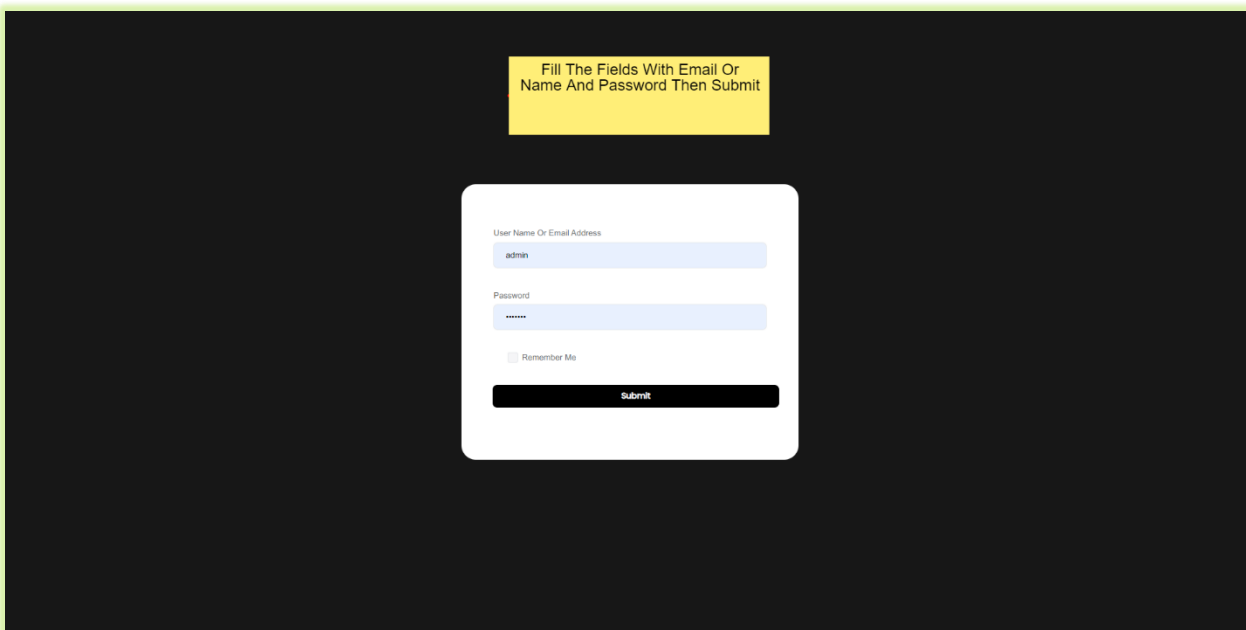
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Fill The Fields With Email Or Name And Password Then Submit

User Name Or Email Address
admin

Password

☐ Remember Me

submit

Add new Roles and Assign to Admin

- Access the admin portal.
- Navigate to the users and roles management section.
- Click on Roles Tab
- Click on the "Add New Role" Button.
- Define the new role's name and permissions.
- Click On Users Tab, select an admin to assign the new role, save the new role.
- Edit the admin's profile.
- Assign the newly created role to the admin , save the changes.

TaxRegistrationNumber: 100203645500003

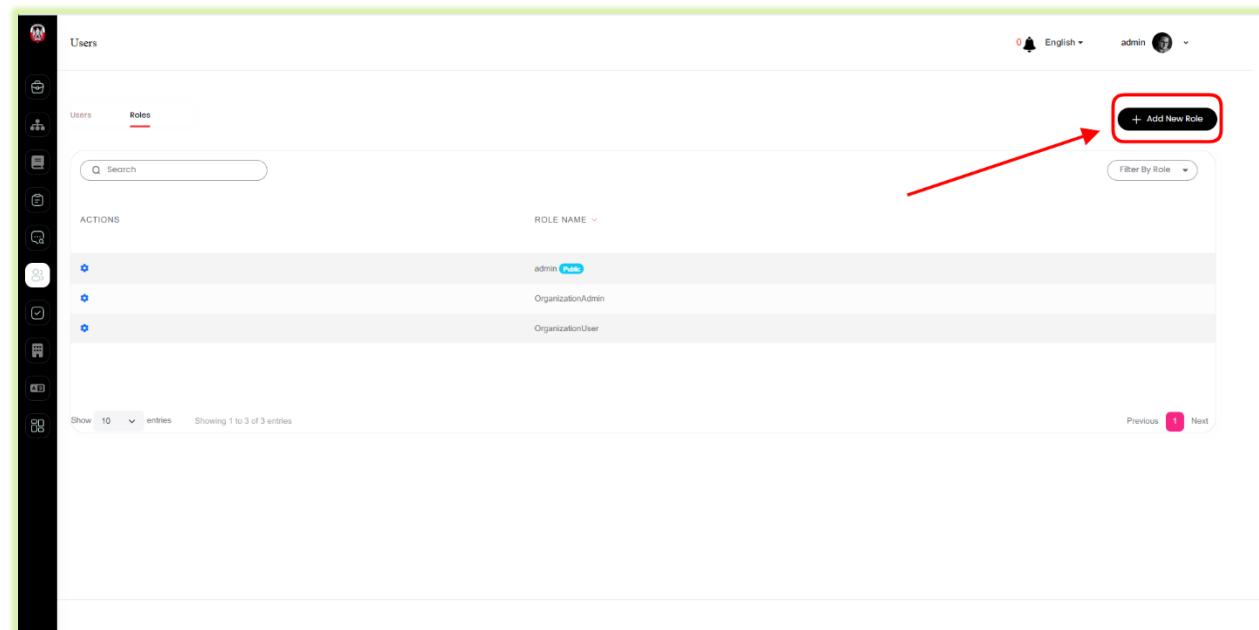
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

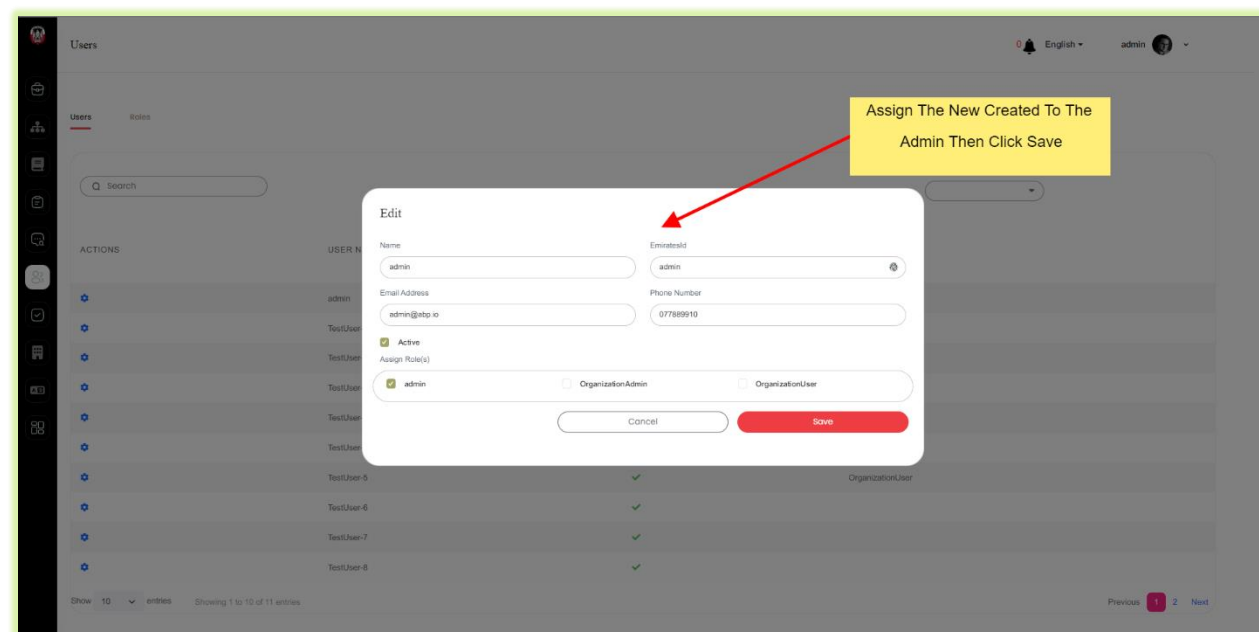
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



Categories

Admin Portal

View Category List

- Access the admin portal.
- Locate the category page.

TaxRegistrationNumber: 100203645500003

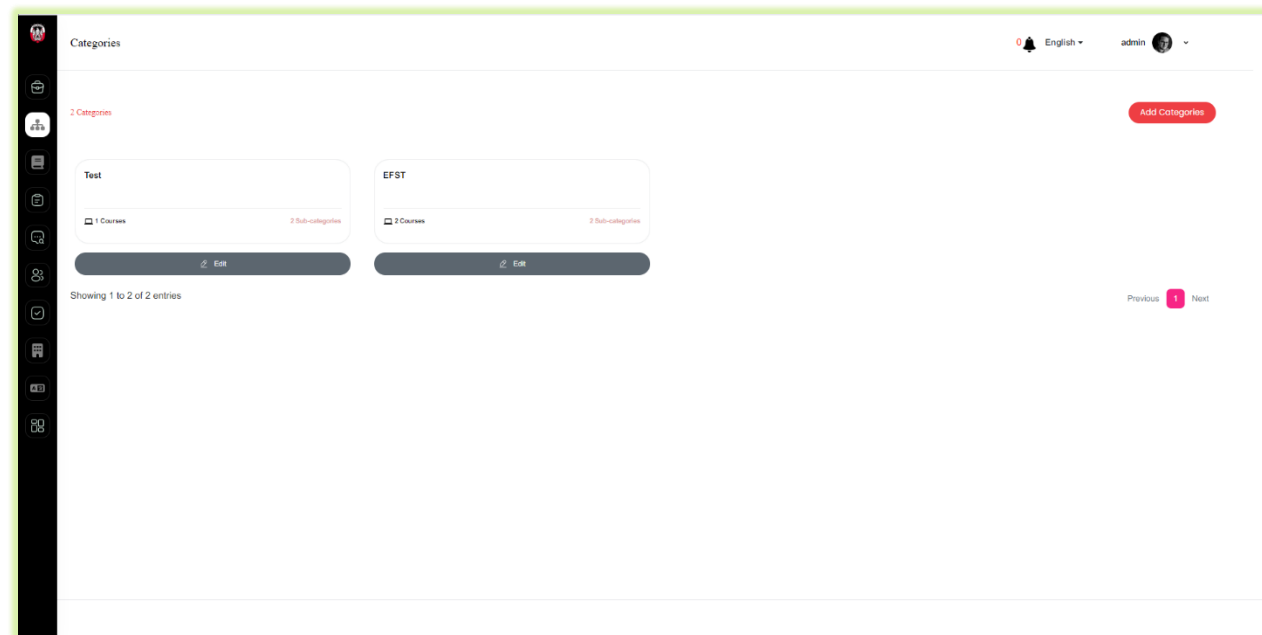
Company Tel No: +971 2 6210672

Company Name:

Company Address:

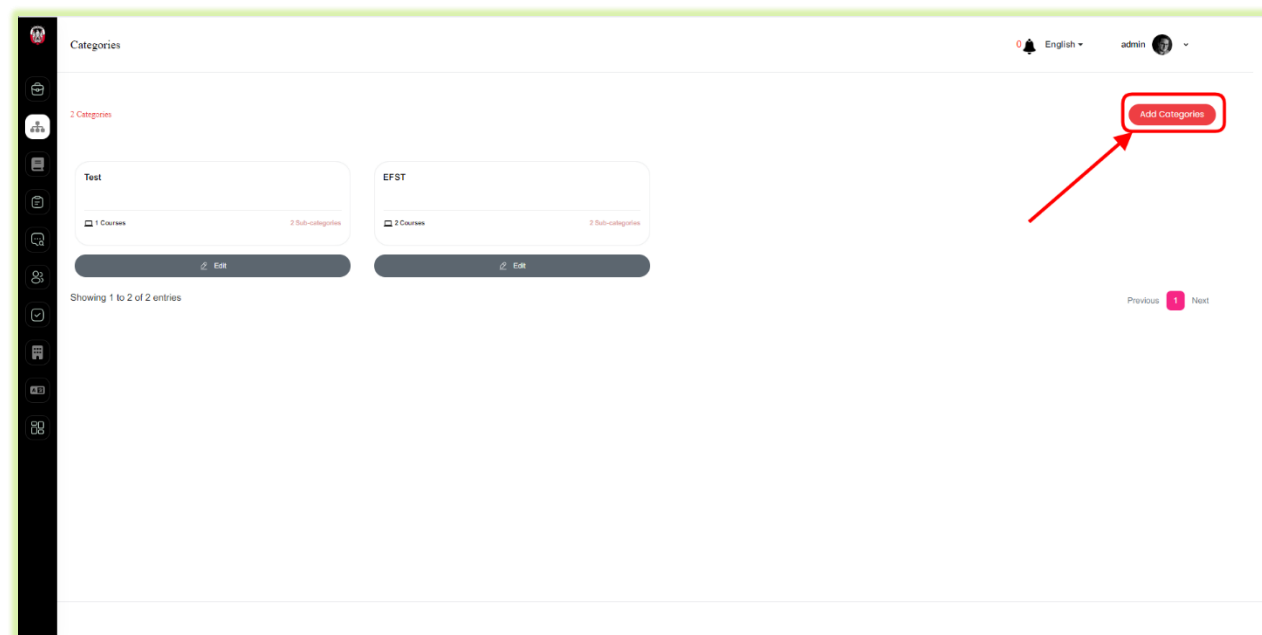
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Add New Category

- Access the admin portal.
- Locate the category page.
- Click Add Categories Button
- Fill the required fields, Then click save



TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

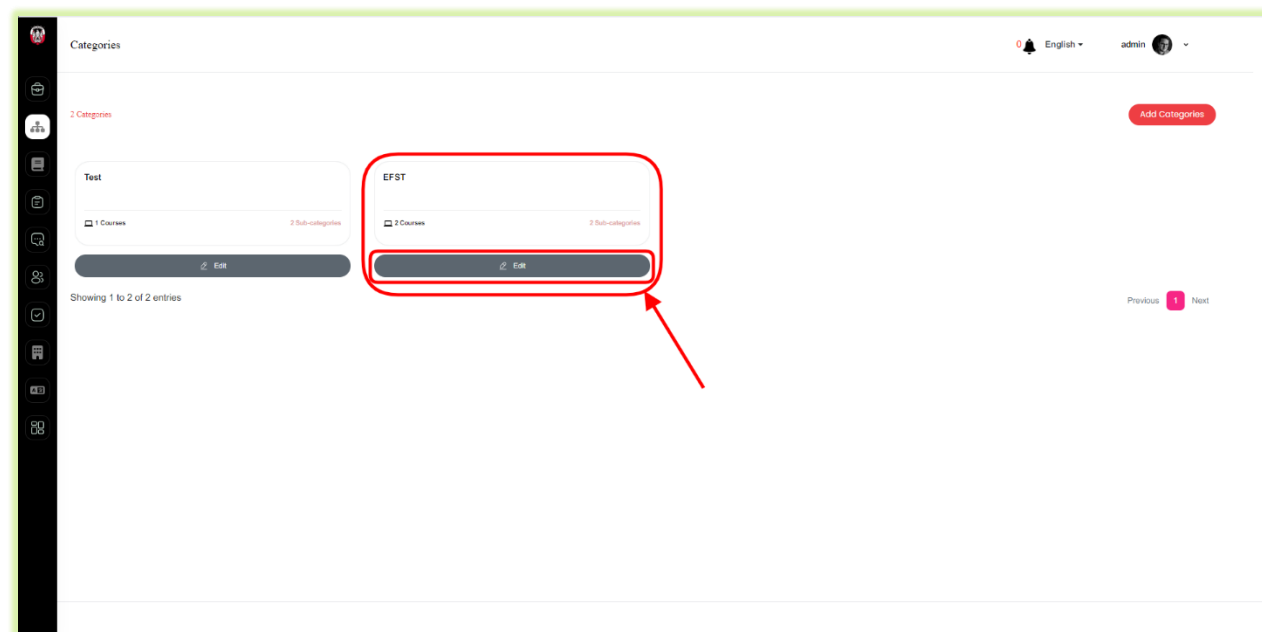
Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



1. Upload Image
2. Insert Category Name
3. Enter Sub-Categories

Edit Category

- Access the admin portal.
- Locate the category page.
- Select The Category You want to Edit From The List By Click On Edit Button
- Make The Changes You Want then Click Save



TaxRegistrationNumber: 100203645500003

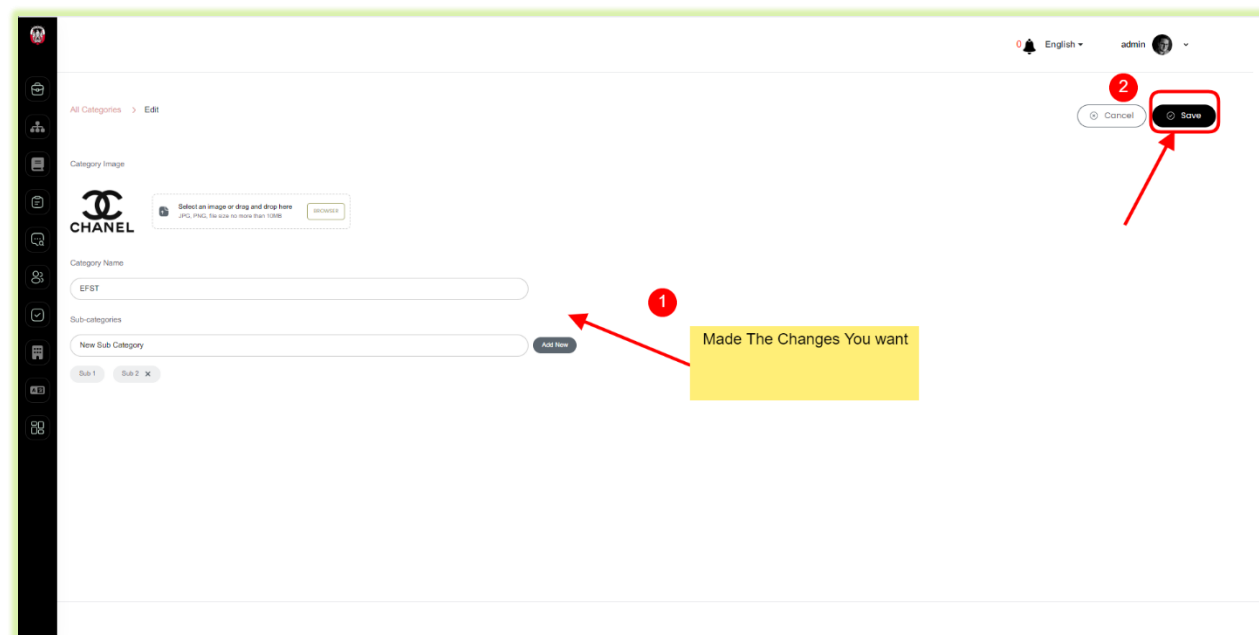
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



EFST

Trainee Portal

Register as Trainer

- Access the trainee portal
- Locate EFST Program tap in navbar
- Click On Register as Trainer Button
- Fill All The Required Fields
- Click Submit Button

TaxRegistrationNumber: 100203645500003

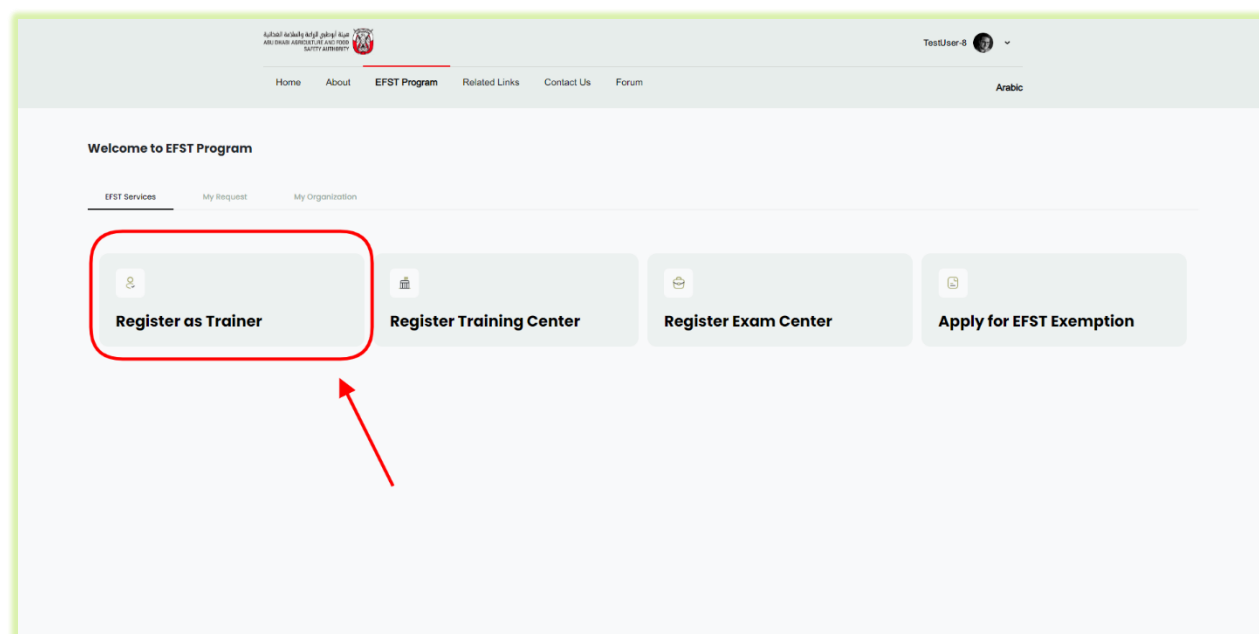
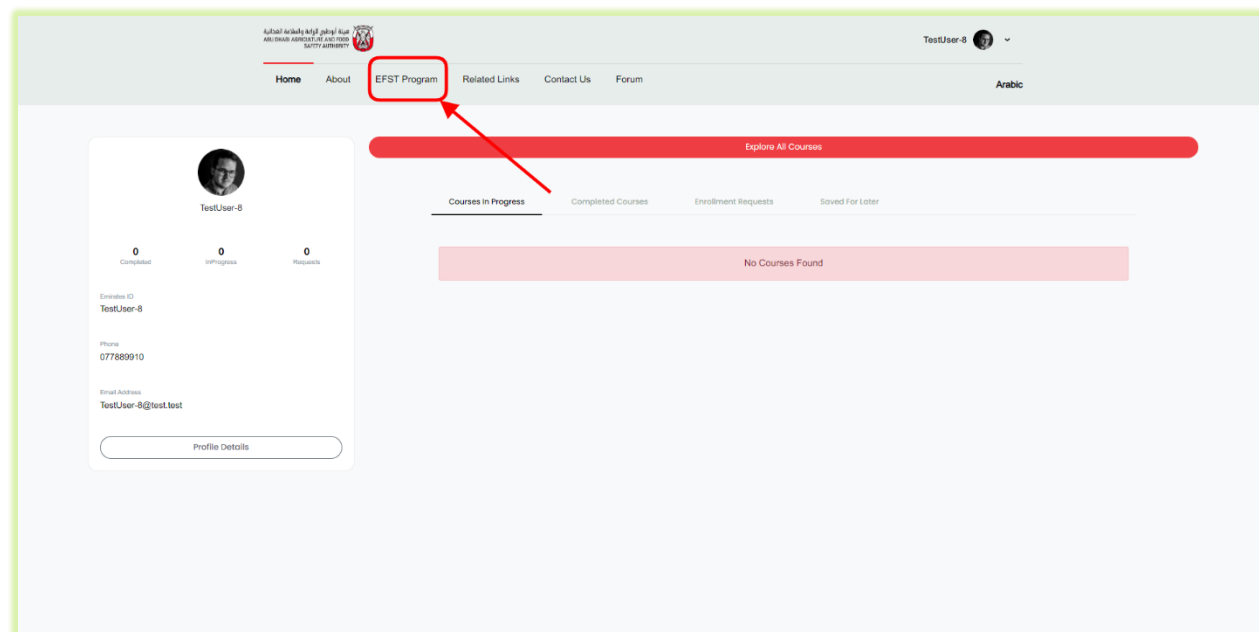
Company Tel No: +971 2 6210672

Company Name:

Company Address:

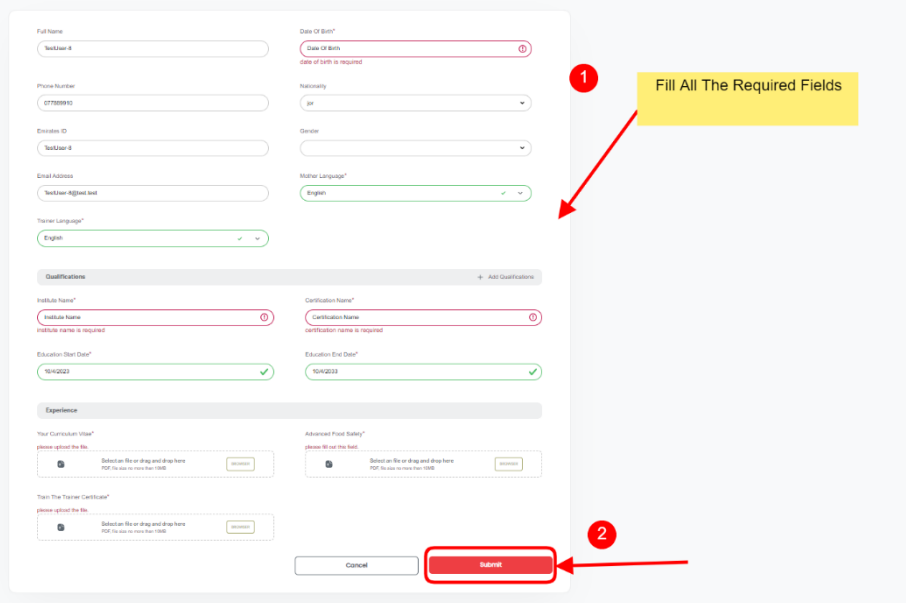
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003
Company Tel No: +971 2 6210672

Company Name: Blackstone Information Technologies LLC
Company Address: Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Full Name: TestUser-8

Date Of Birth: 19/02/2023 (Date of birth is required)

Phone Number: 077889910

Nationality: SR

Gender: Male

Email Address: TestUser-8@adafsa.ae

Mother Language: English

Trainer Language: English

Qualifications

Institute Name: TestUser-8 (Institute name is required)

Certification Name: TestUser-8 (Certification name is required)

Education Start Date: 19/02/2023

Education End Date: 19/02/2023

Experience

Your Curriculum Vitae: Please upload the file. (Select on file or drag and drop here PDF file size no more than 10MB)

Advanced First Safety: Please upload the file. (Select on file or drag and drop here PDF file size no more than 10MB)

Train The Trainer Certificate: Please upload the file. (Select on file or drag and drop here PDF file size no more than 10MB)

Cancel Submit

Register as Training Center

- Access the trainee portal
- Locate EFST Program tap in navbar
- Click On Register Training Center Button
- Fill All The Required Fields
- Click Submit Button

TaxRegistrationNumber: 100203645500003

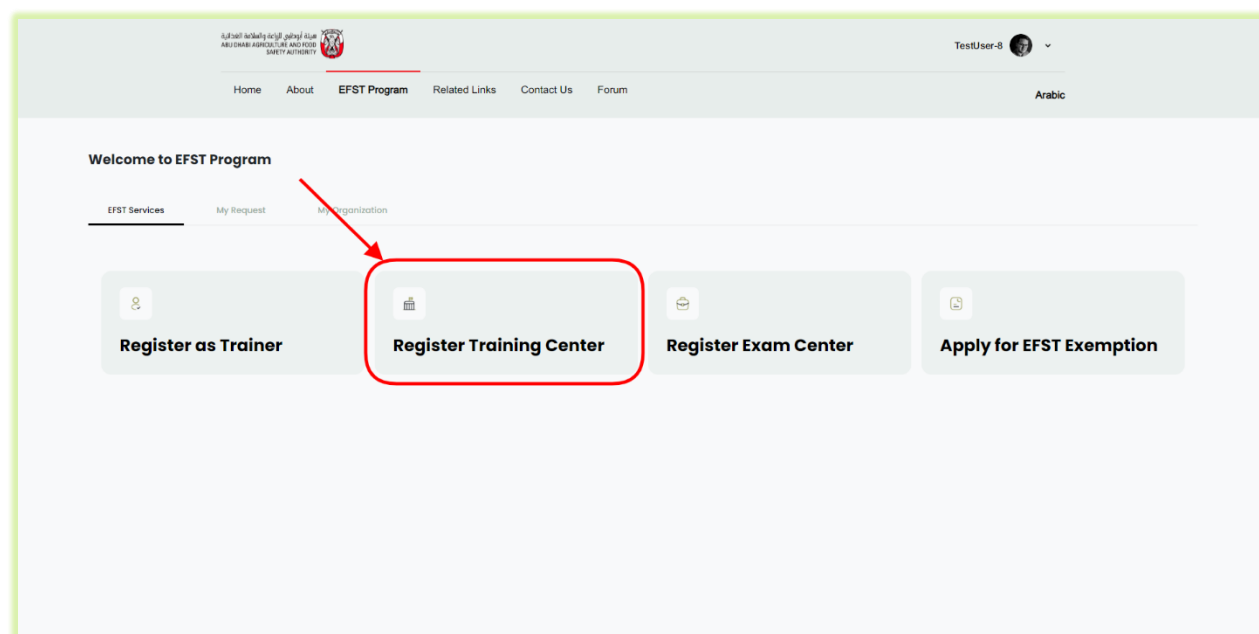
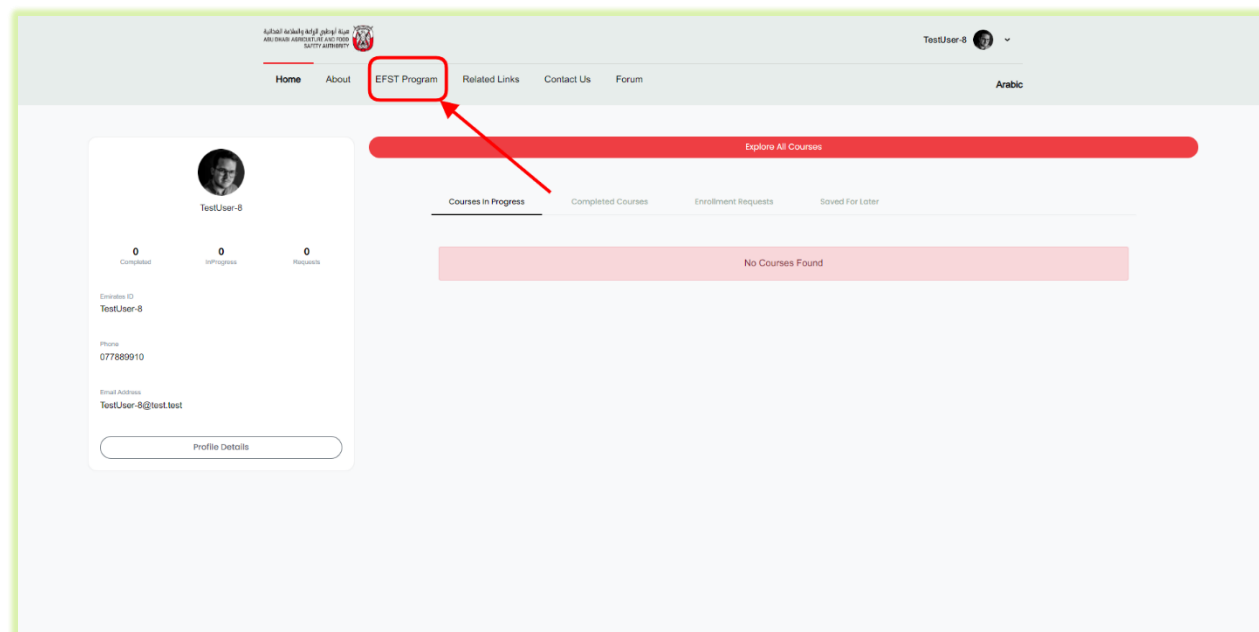
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

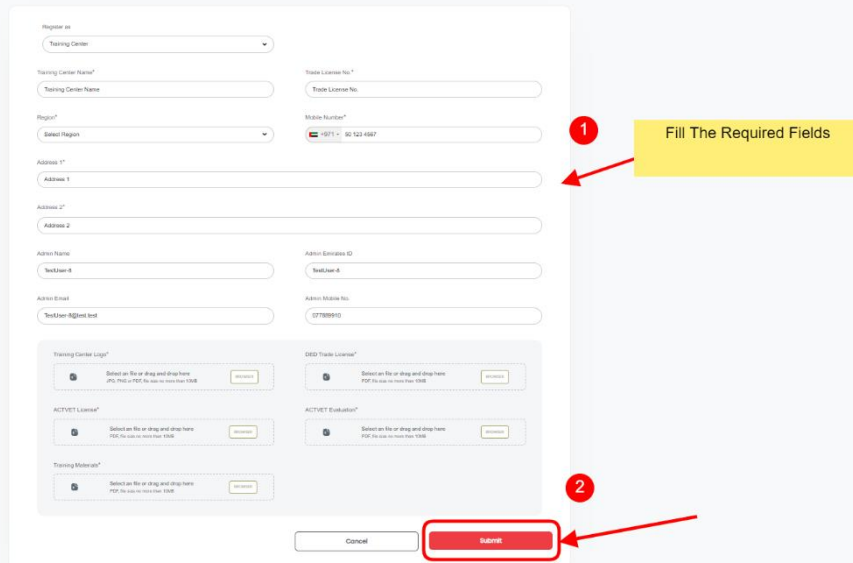
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Register as

Training Center

Training Center Name*

Training Center Name

Region*

Select Region

Address 1*

Address 1

Address 2*

Address 2

Admin Name*

Admin Email

Admin Password*

Admin Password

Admin Email

Admin Password

Trade License No.*

Trade License No.

Mobile Number*

Mobile Number

Admin Emirates ID

Admin Emirates ID

Admin Mobile No.

Admin Mobile No.

Training Center Logo*

Select on file or drag and drop here
PDF file size no more than 10MB

DDO Trade License*

Select on file or drag and drop here
PDF file size no more than 10MB

ACTVET License*

Select on file or drag and drop here
PDF file size no more than 10MB

ACTVET Evaluation*

Select on file or drag and drop here
PDF file size no more than 10MB

Training Material*

Select on file or drag and drop here
PDF file size no more than 10MB

Cancel

Submit

Fill The Required Fields

1

2

Register as Exam Center

- Access the trainee portal
- Locate EFST Program tap in navbar
- Click On Register Exam Center Button
- Fill All The Required Fields
- Click Submit Button

TaxRegistrationNumber: 100203645500003

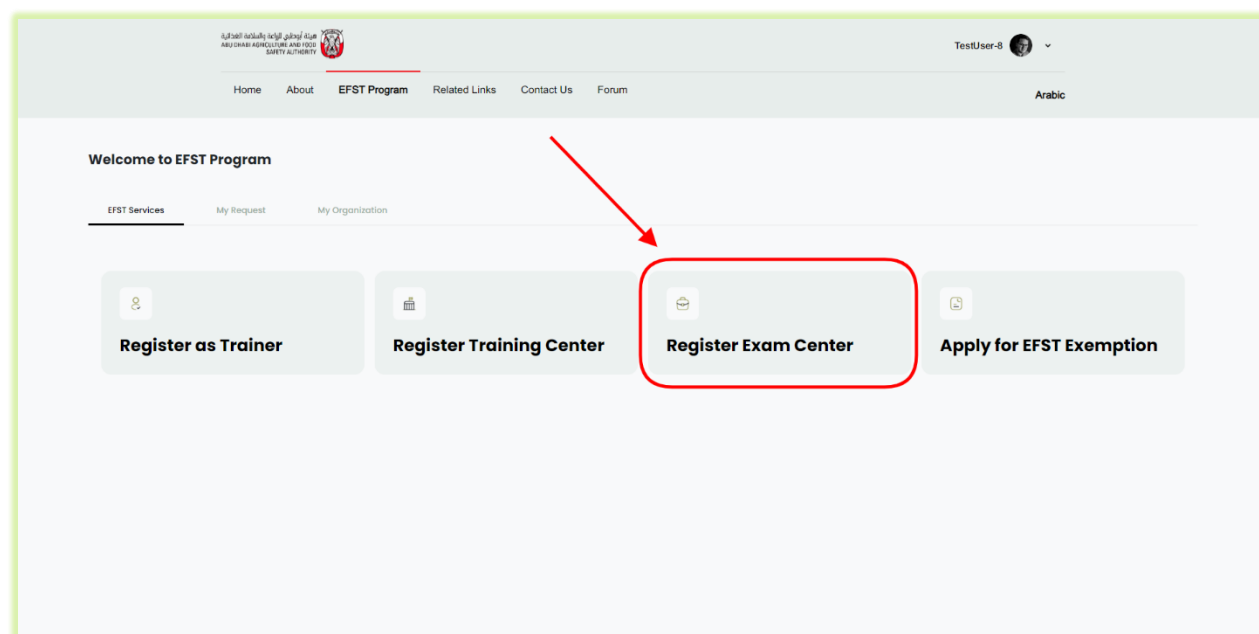
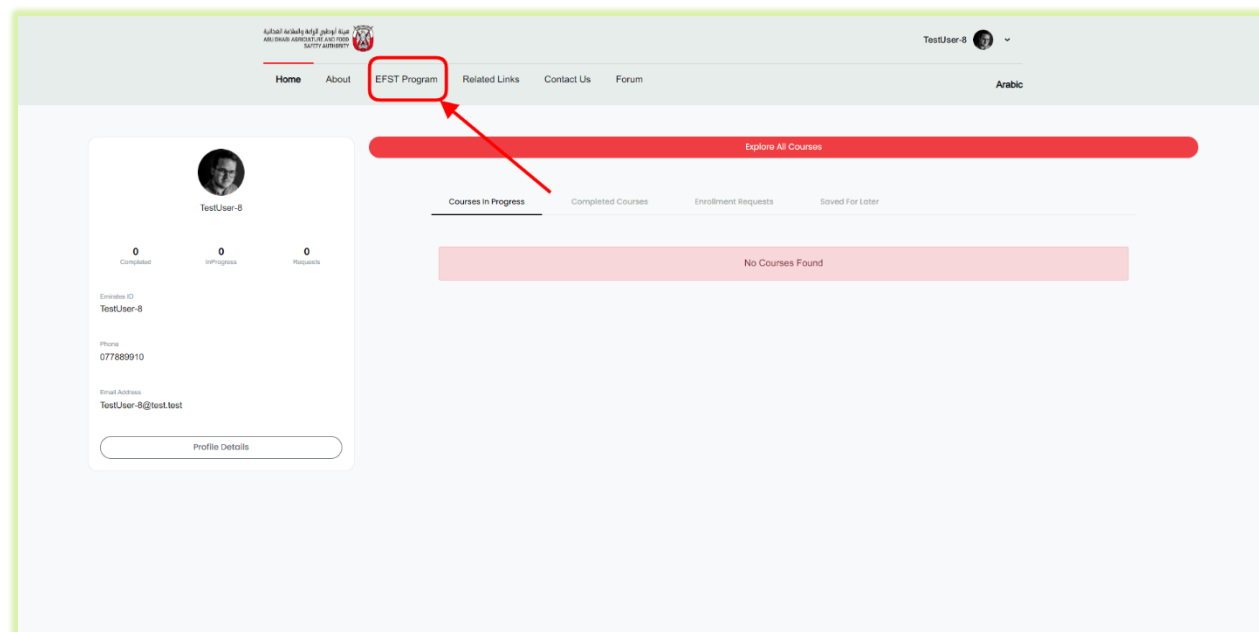
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

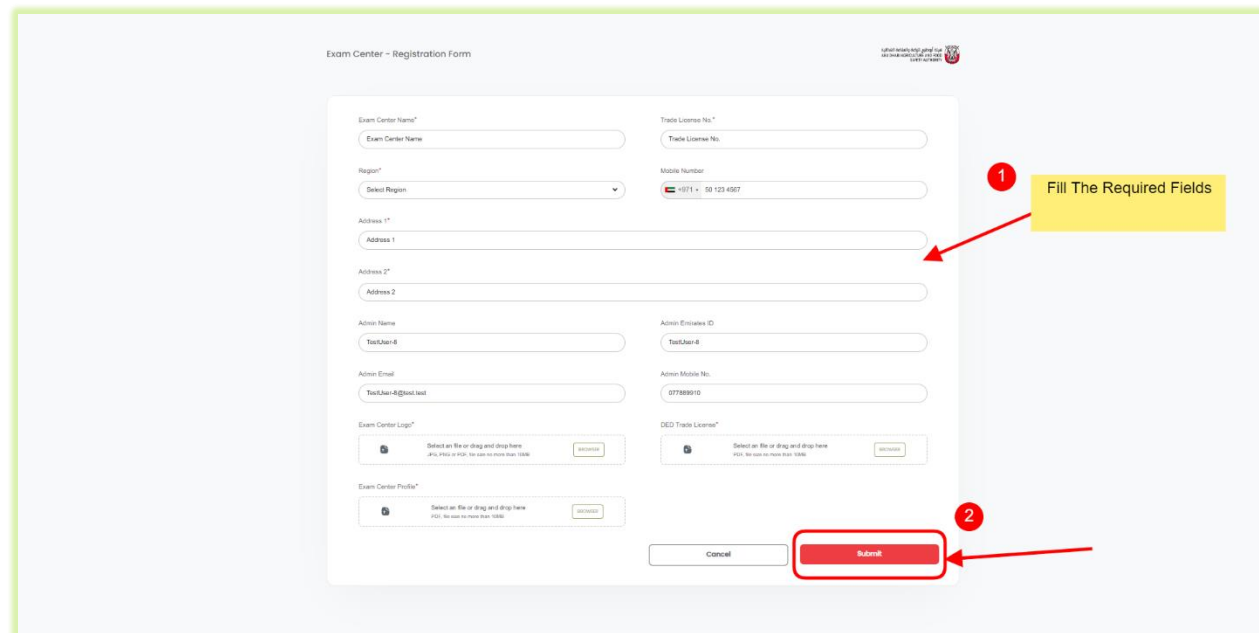
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Exam Center - Registration Form

Fields to be filled (indicated by red arrow 1):

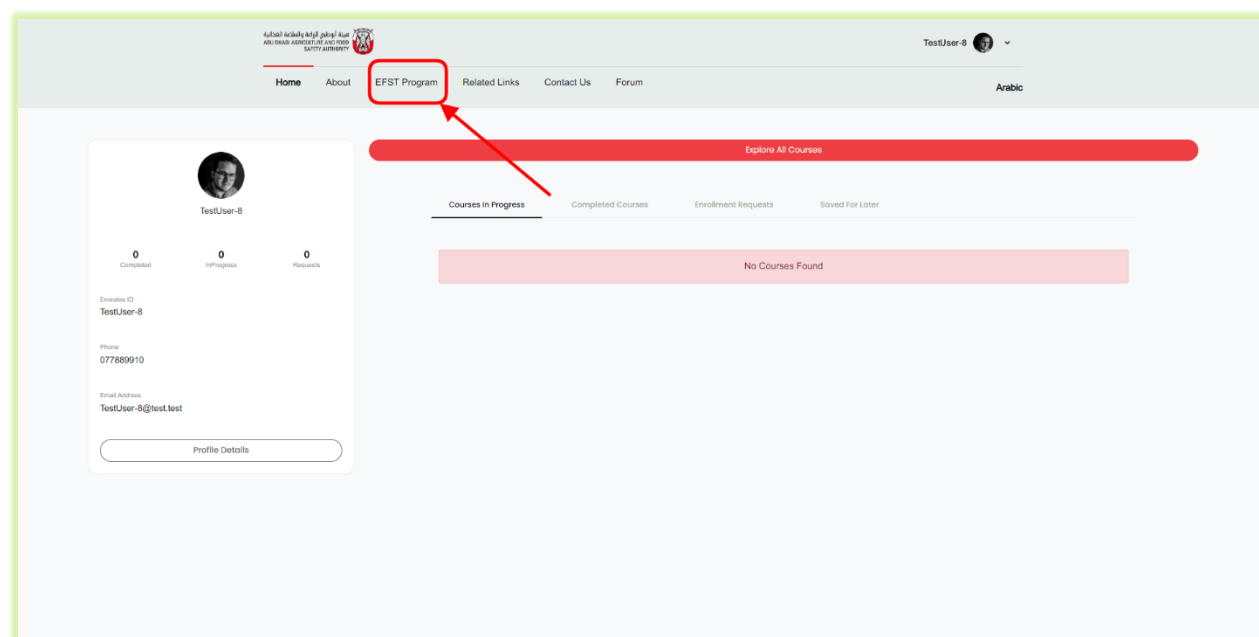
- Exam Center Name*
- Trade License No.*
- Region*
- Mobile Number*
- Address 1*
- Address 2*
- Admin Name
- Admin Email
- Exam Center Logo*
- Exam Center Profile*
- Admin Emirates ID
- Admin Mobile No.
- DED Trade License*

Buttons: Cancel, Submit (indicated by red arrow 2)

Callout: Fill The Required Fields

Apply for EFST Exemption

- Access the trainee portal
- Locate EFST Program tap in navbar
- Click On Apply for EFST Exemption Button
- Fill All The Required Fields
- Click Submit Button



TaxRegistrationNumber: 100203645500003

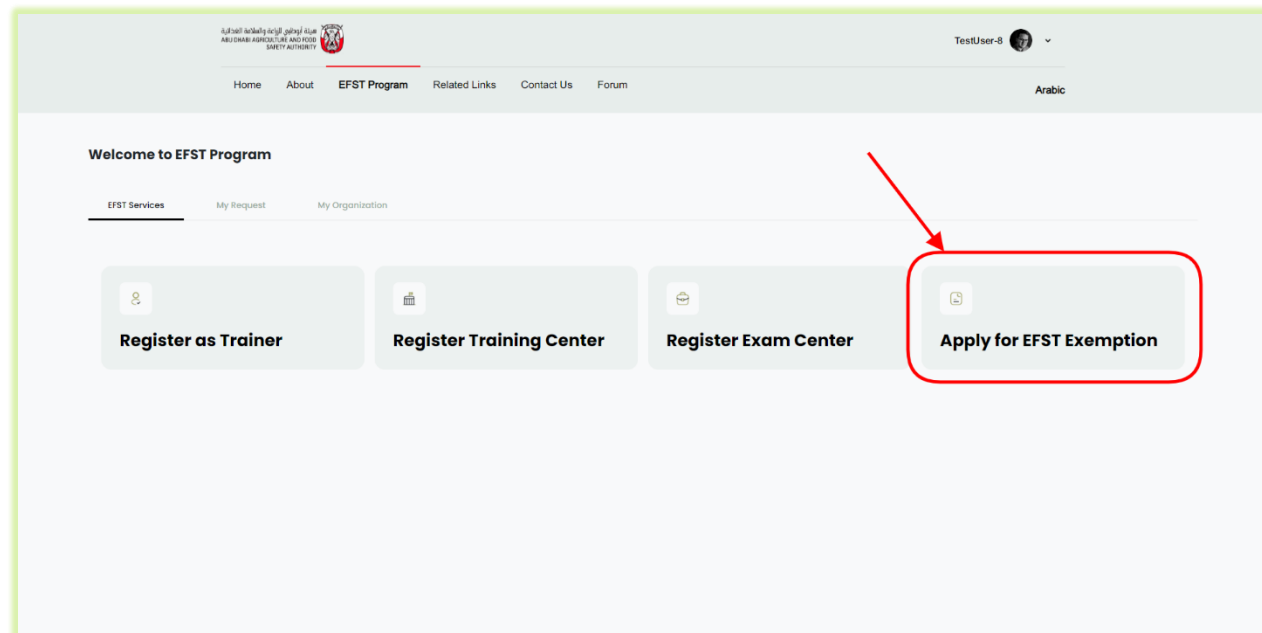
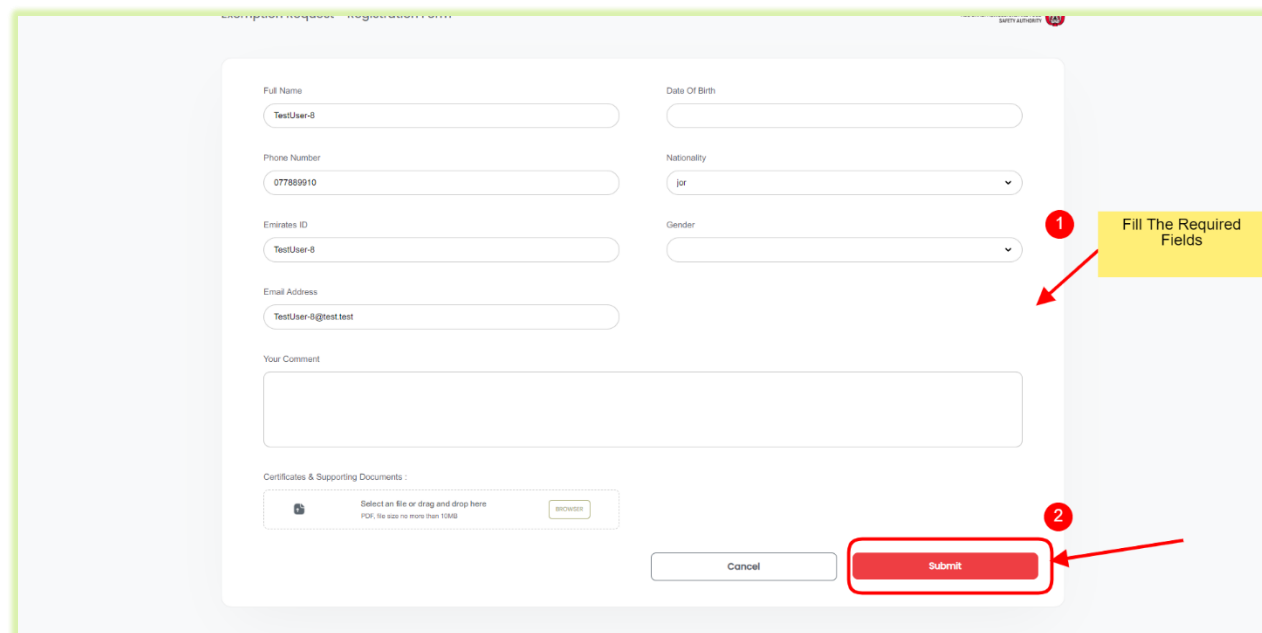
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

Add Trainer To Training Center

- Access the trainee portal
- Click On Representatives Tap
- Click Add New User
- Fill The Required Fields
- Click Add

TaxRegistrationNumber: 100203645500003

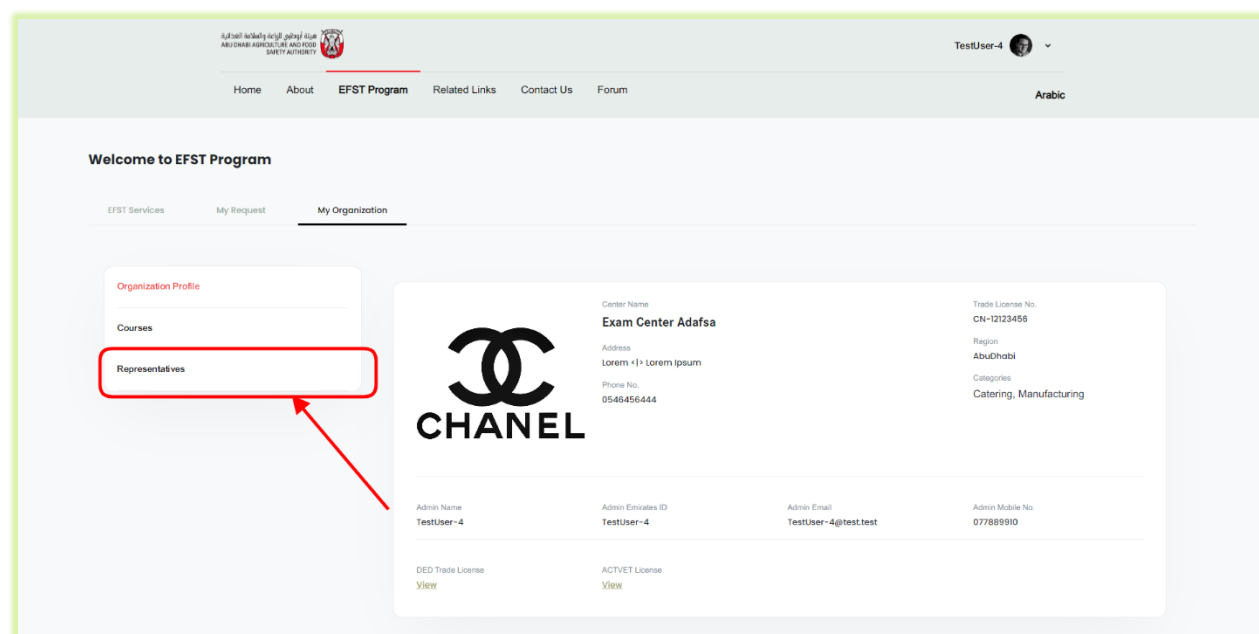
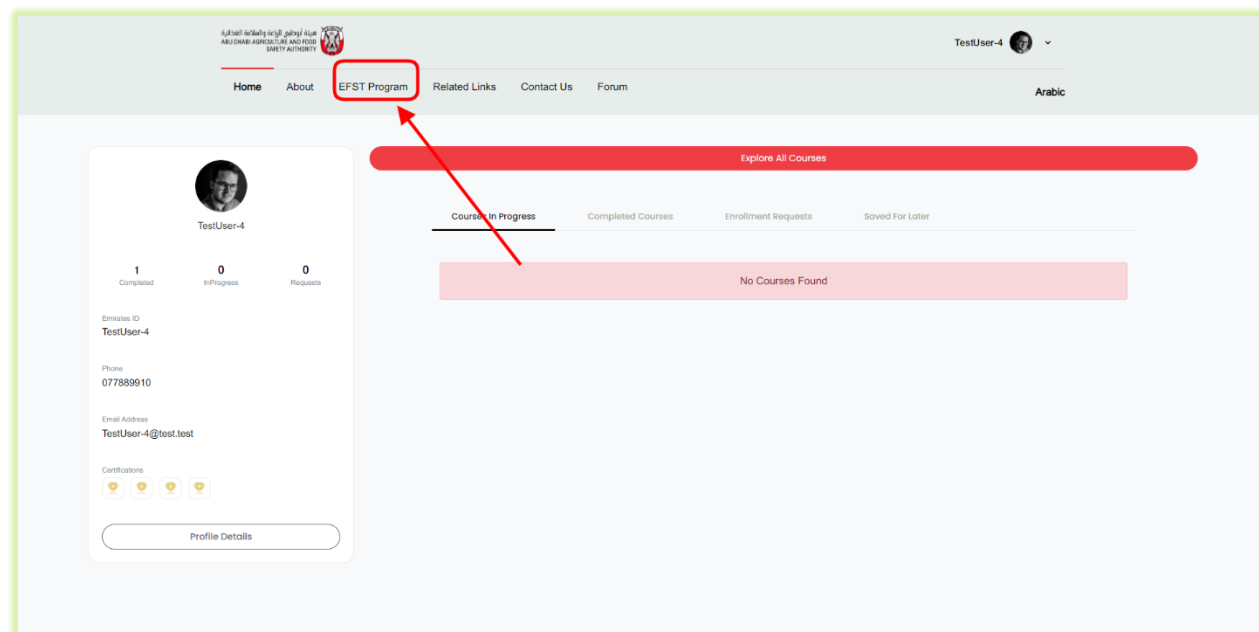
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

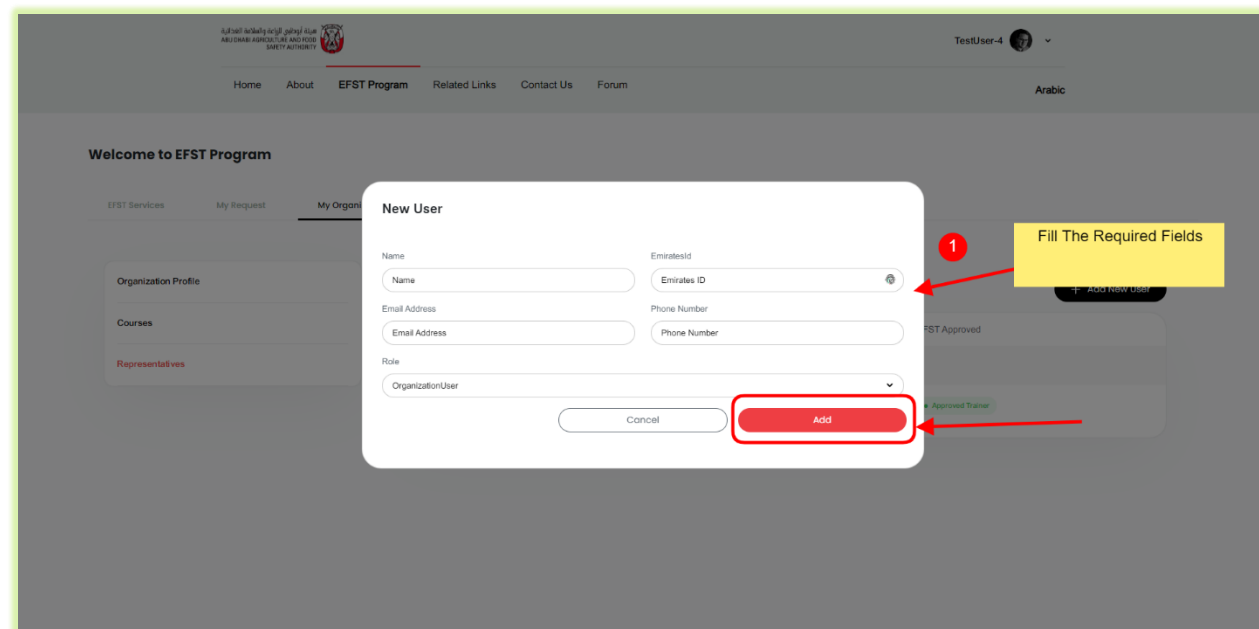
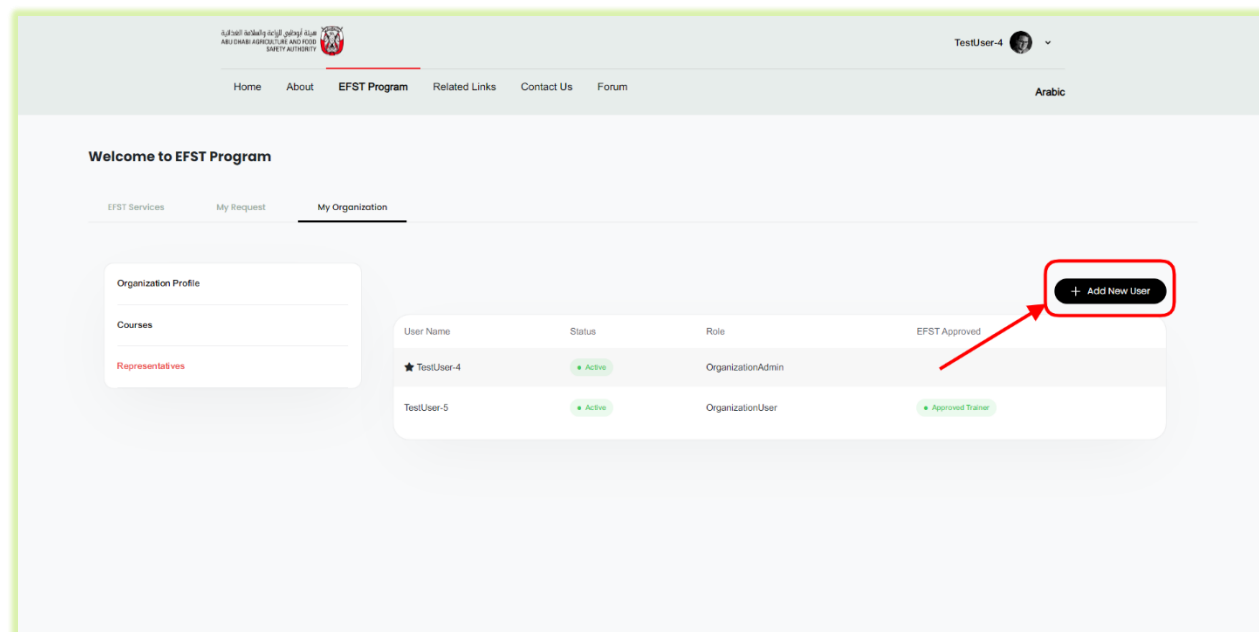
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Admin Portal

Show Training Center List

- Access the admin portal

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

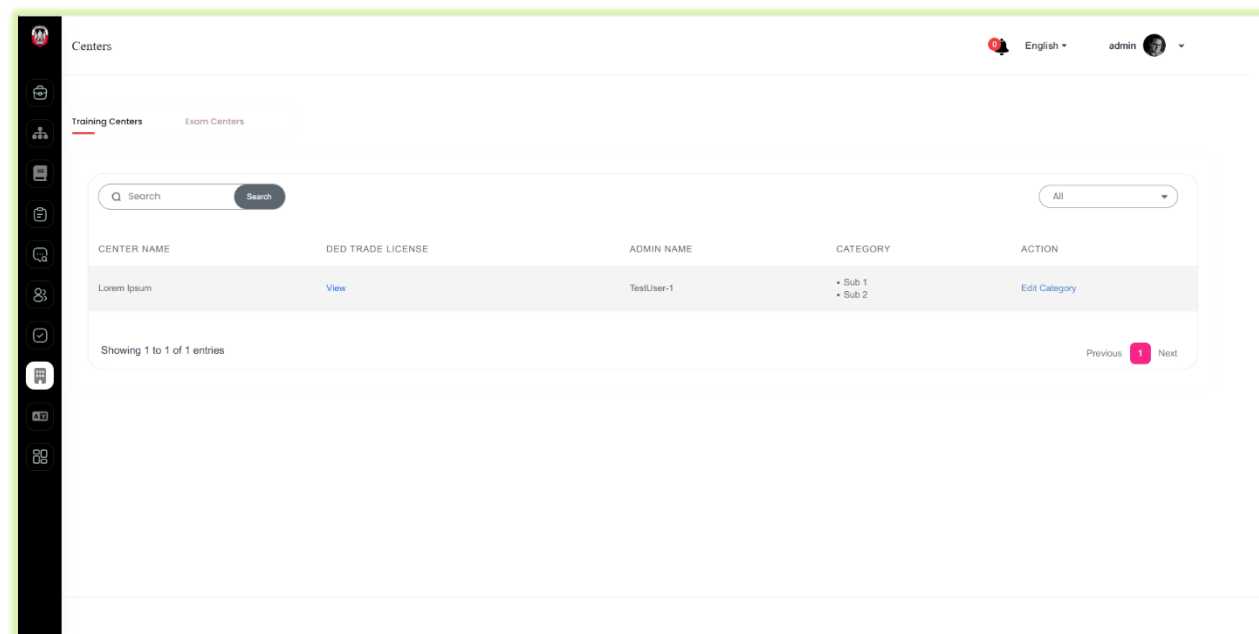
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Locate the organizations page in Sidebar.
- First Tap



Show Exam Center List

- Access the admin portal
- Locate the organizations page in Sidebar.
- Second Tap

TaxRegistrationNumber: 100203645500003

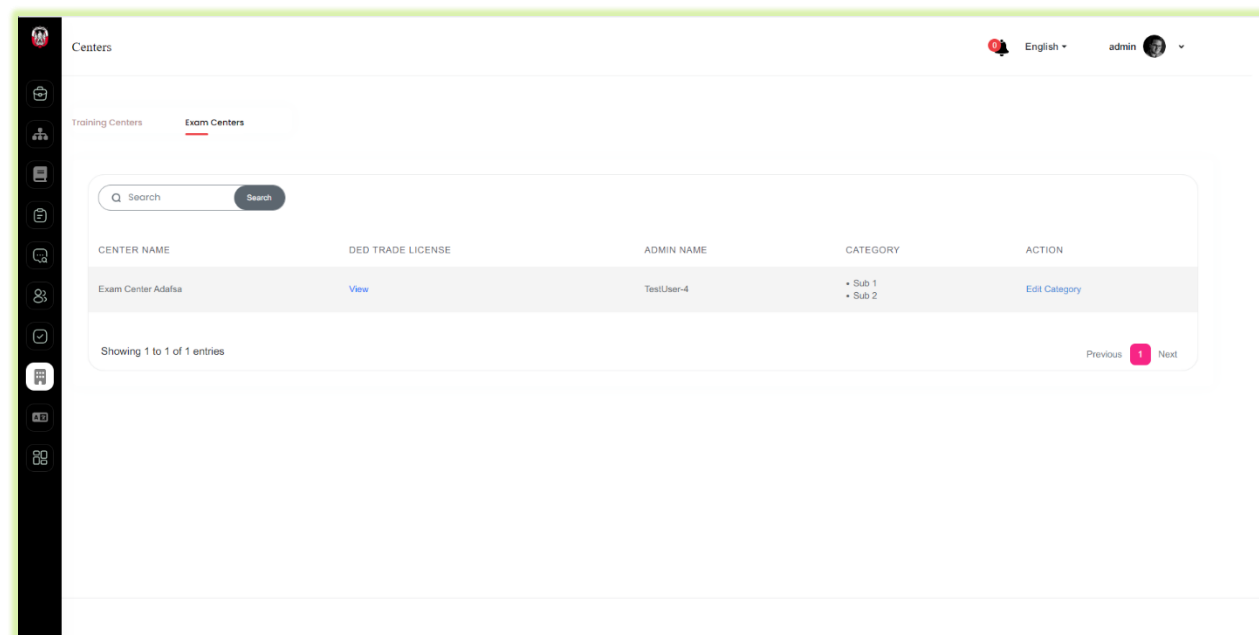
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



Assign Categories To Training Center

- Access the admin portal.
- Locate the organizations page.
- First Tap
- Choose the requested training center or exam center from the list
- Click edit category
- Add the categories from the list
- Click on add button

TaxRegistrationNumber: 100203645500003

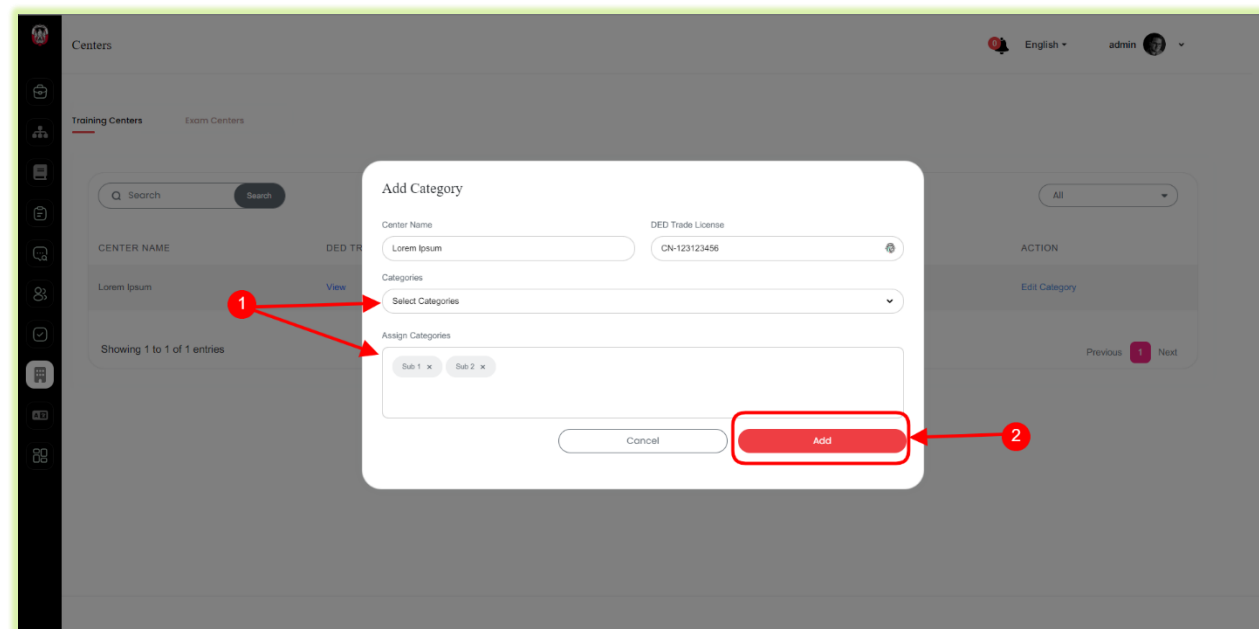
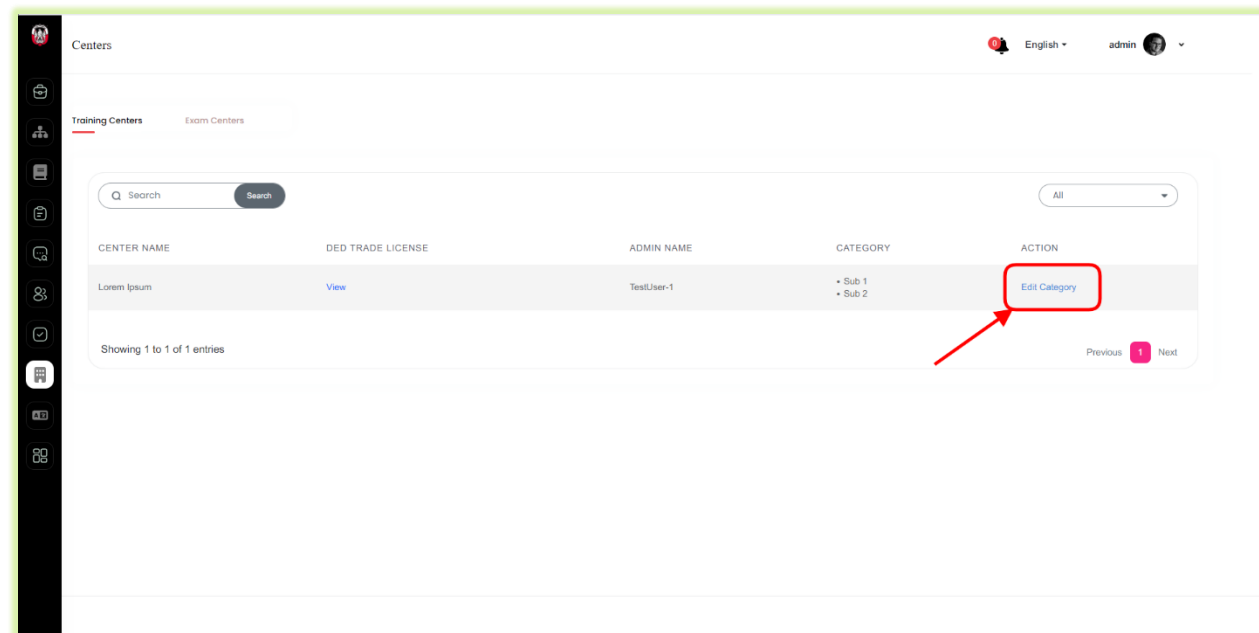
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



Assign Categories To Exam Center

- Access the admin portal.
- Locate the organizations page.
- Second Tap
- Choose the requested exam center or exam center from the list
- Click edit category

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

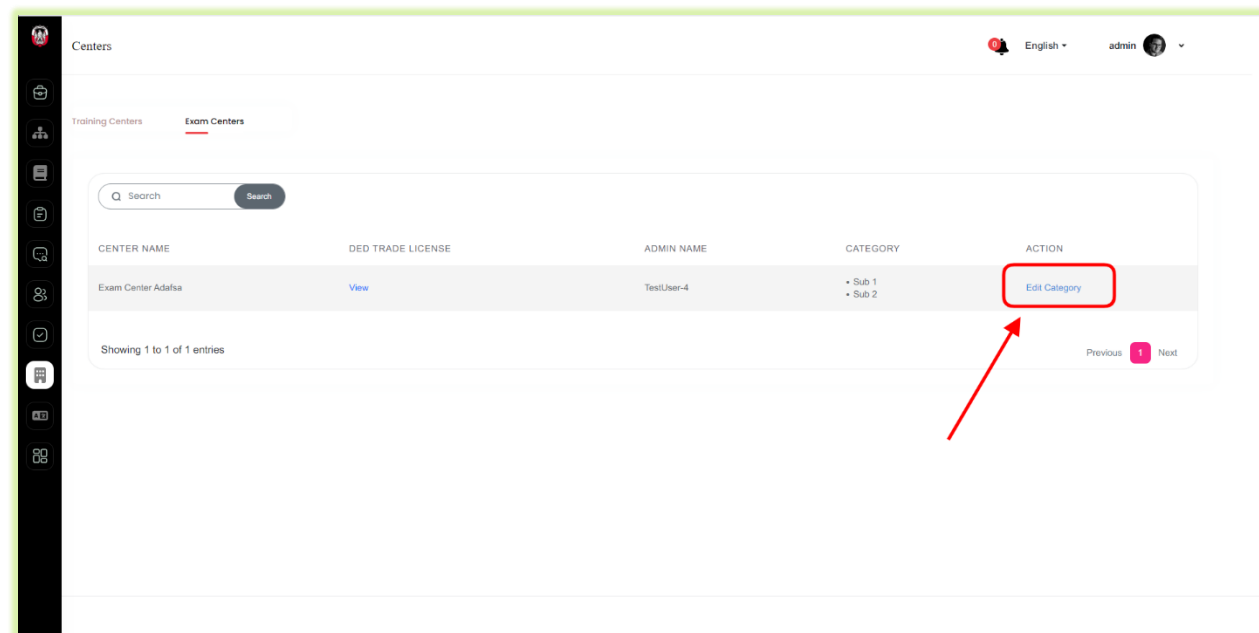
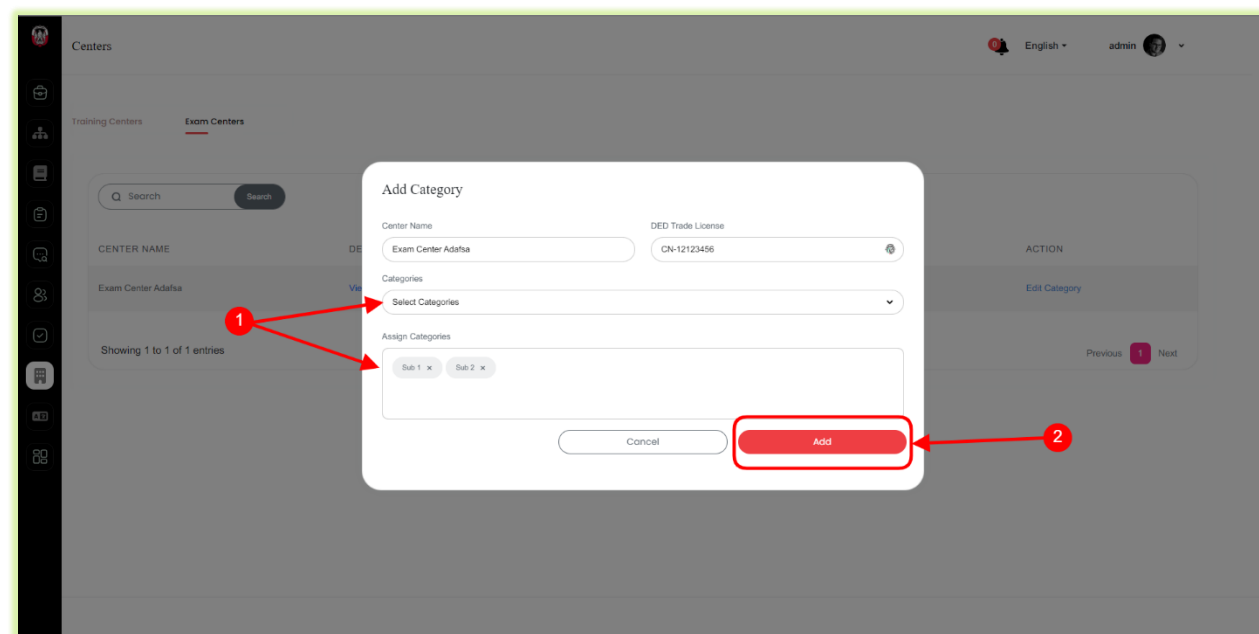
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Add the categories from the list
- Click on add button



Approve Register (Trainee, Exam Center ,Training Center) Request

- Log in to the admin portal
- Locate Requests in the sidebar

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

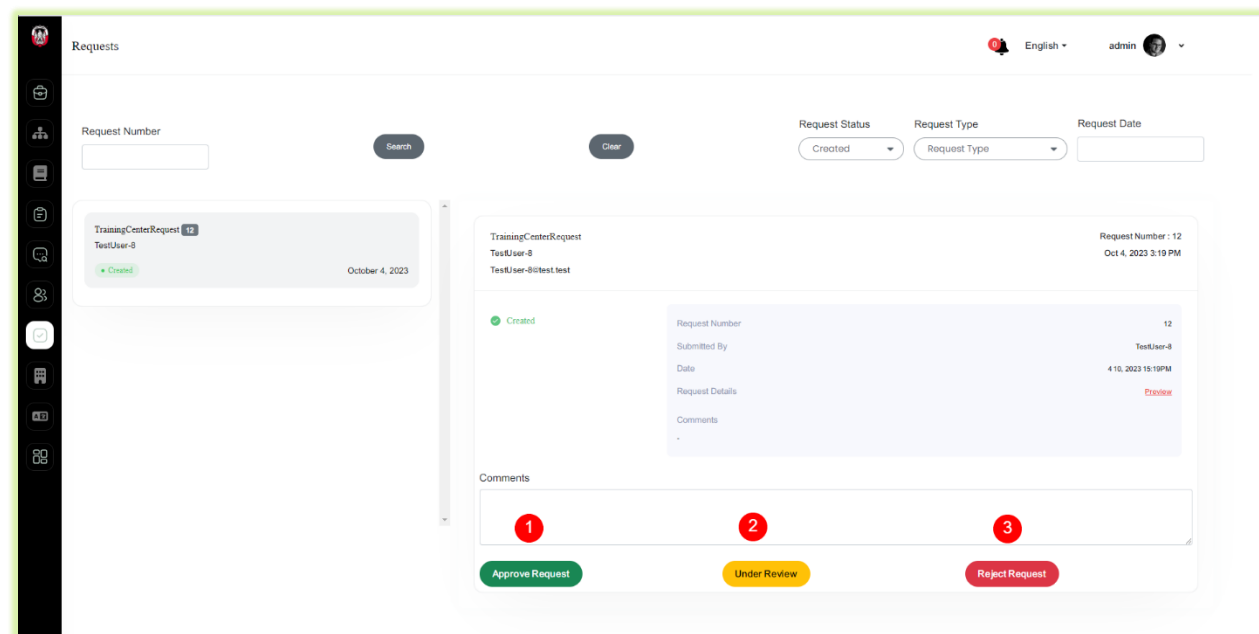
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Find Your EFST Request in the List
- The admin have the choice to approve or reject the request



Online Sessions

Trainee Portal

Online session details page

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Click on tab course session

TaxRegistrationNumber: 100203645500003

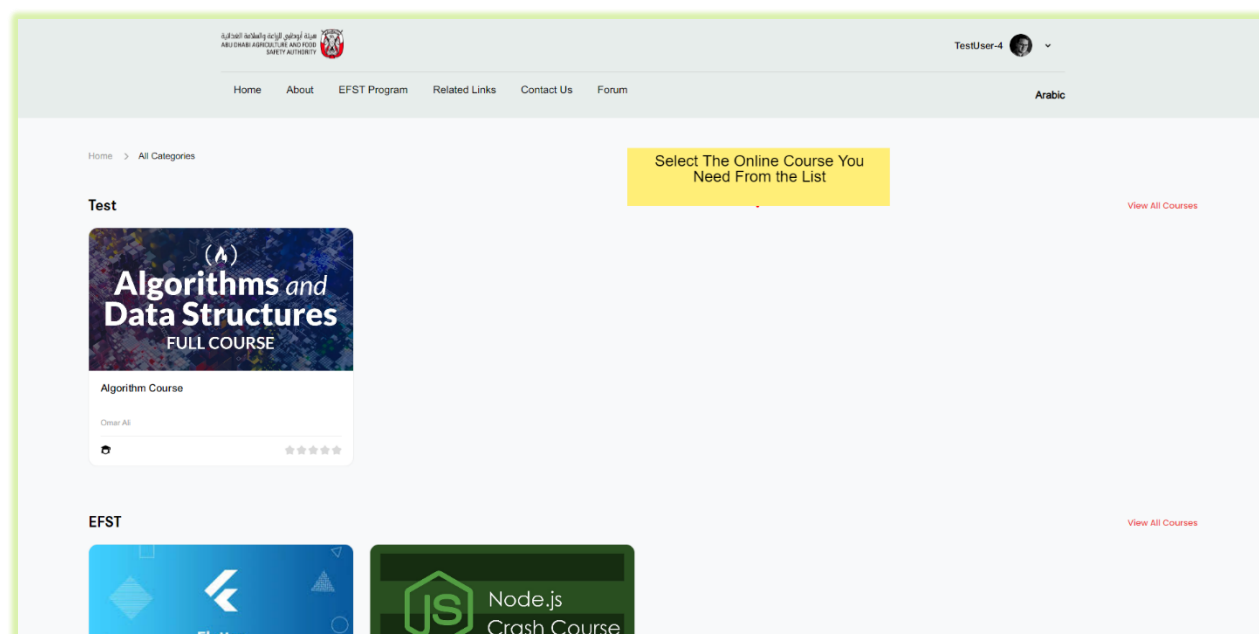
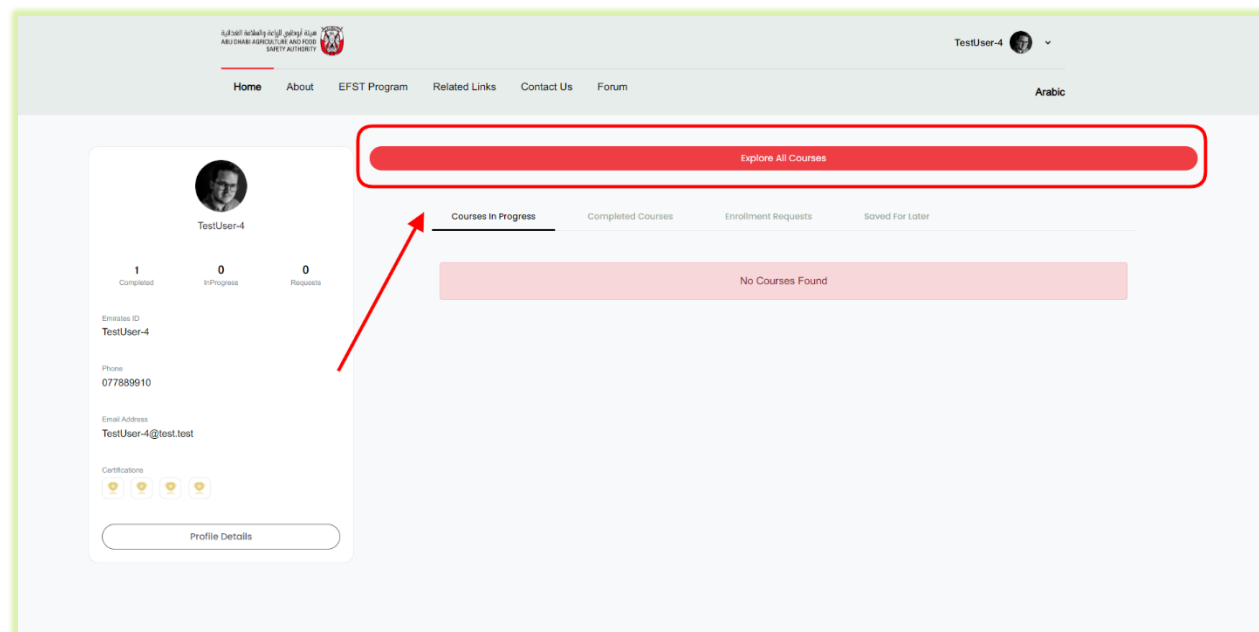
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

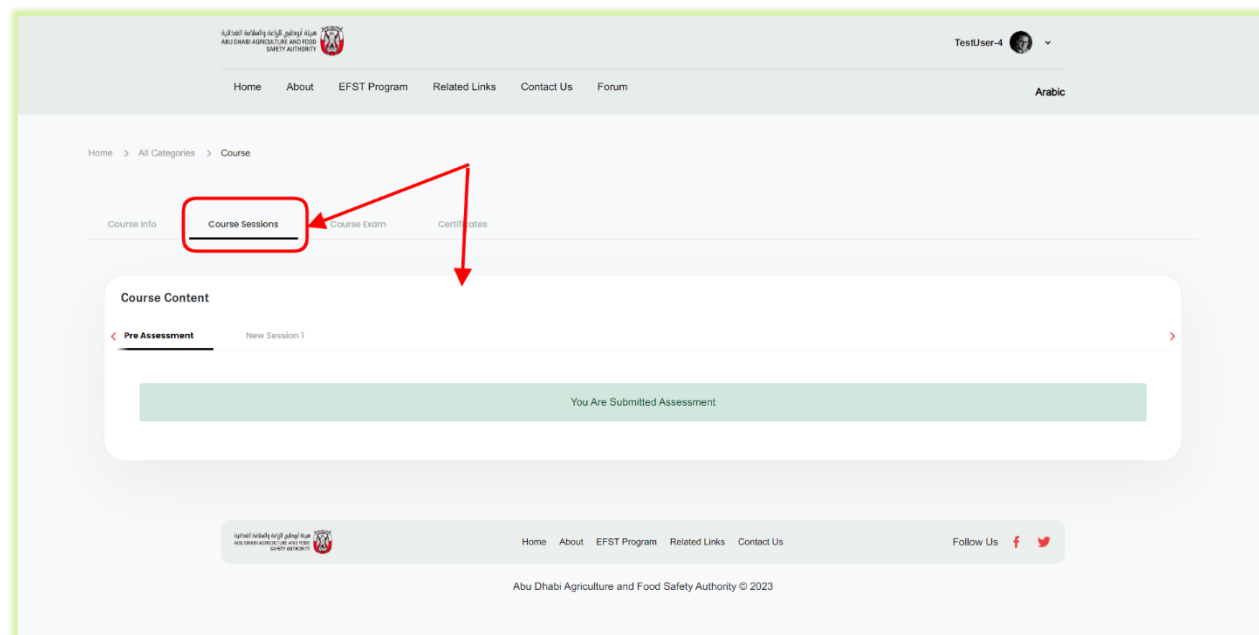
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Admin Portal

Add New Online Session

- Log in to the admin portal
- Click on “icon” course in sidebar.
- Click on "Add Course" Button.
- Fill in the required details for the new Course.
- if Enrollment Type is online click tab course session
- Click on "Add Session" Button.
- Fill in the required details for the new online Session with material.

TaxRegistrationNumber: 100203645500003

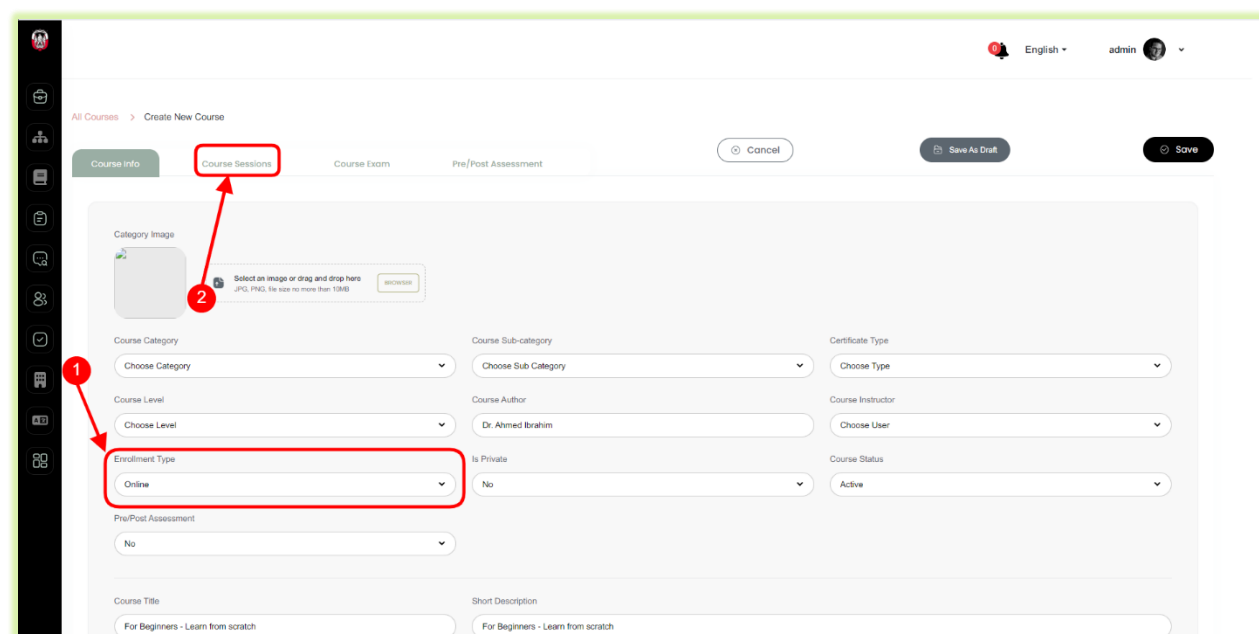
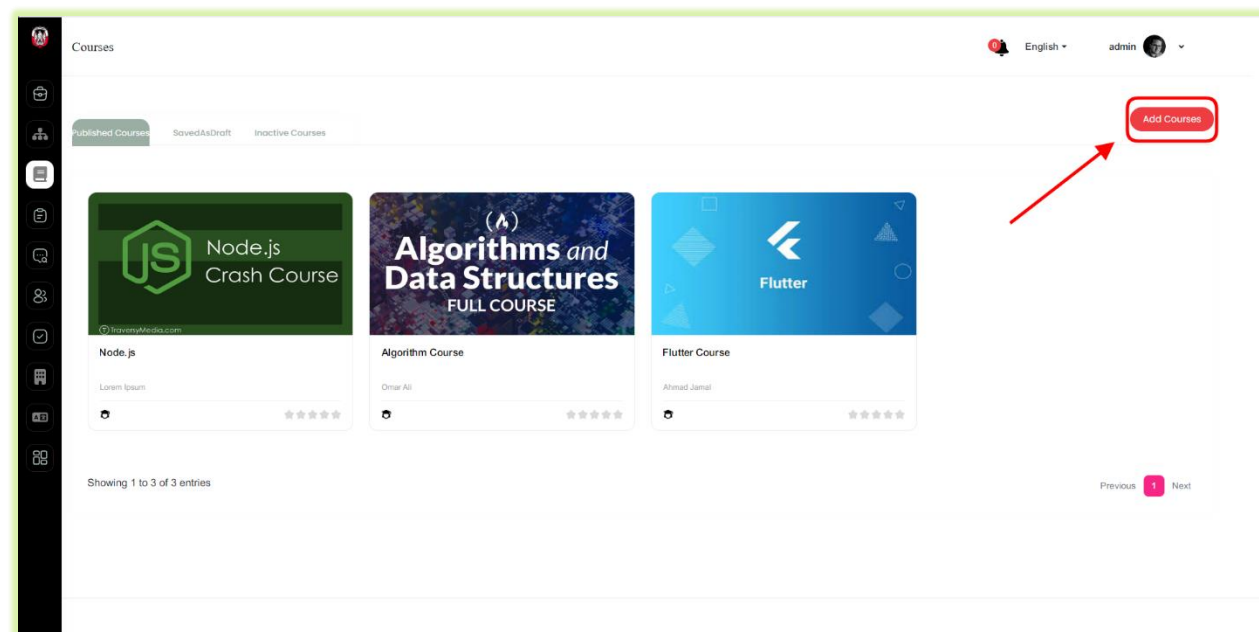
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

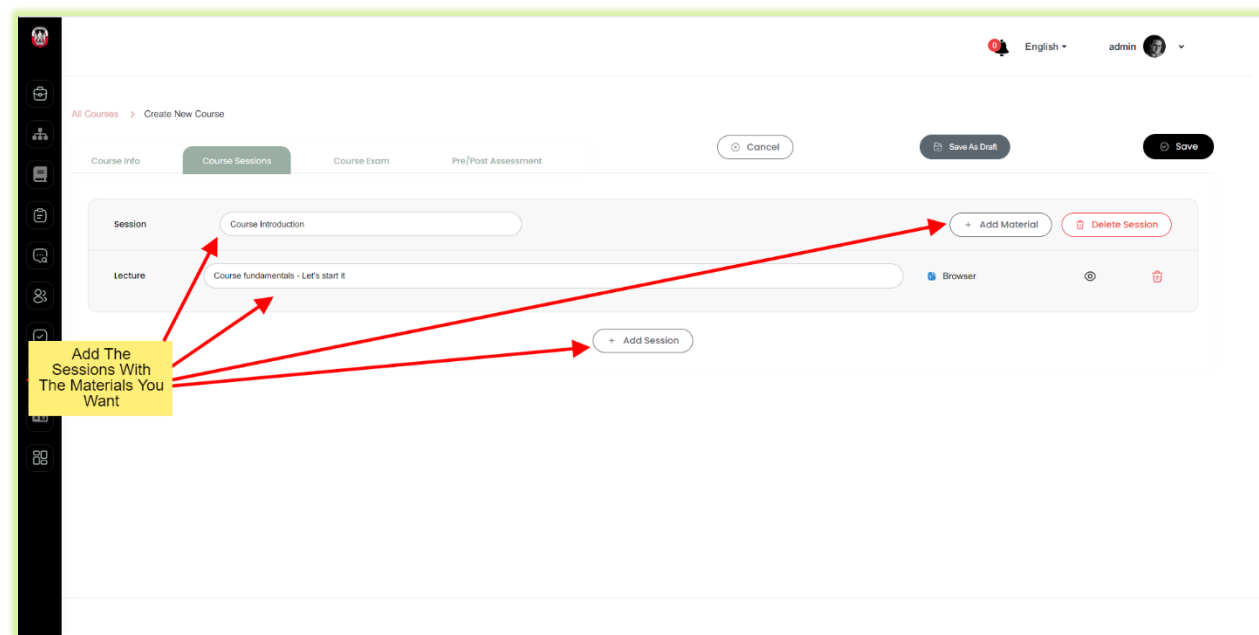
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Edit Online Session

- Access the admin portal
- Click on “icon” course in sidebar.
- Click on card course
- Click on "Edit Course" Button.
- if Enrollment Type is online click tab course session
- Change value for the online Session with material.
- Save the changes.

TaxRegistrationNumber: 100203645500003

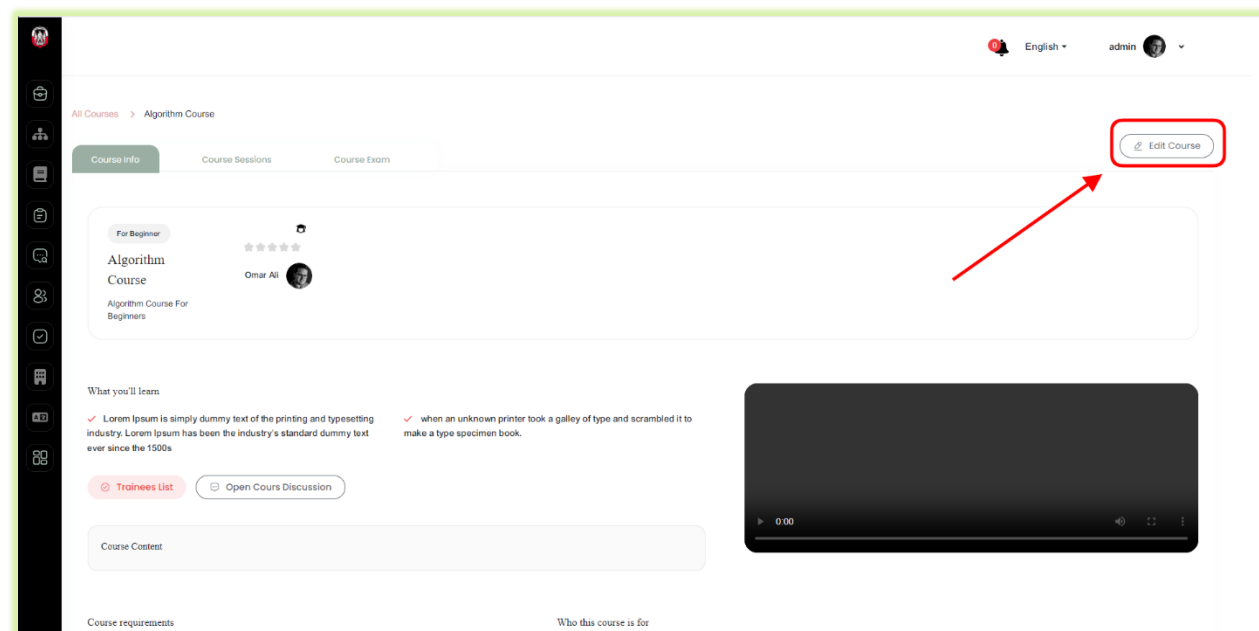
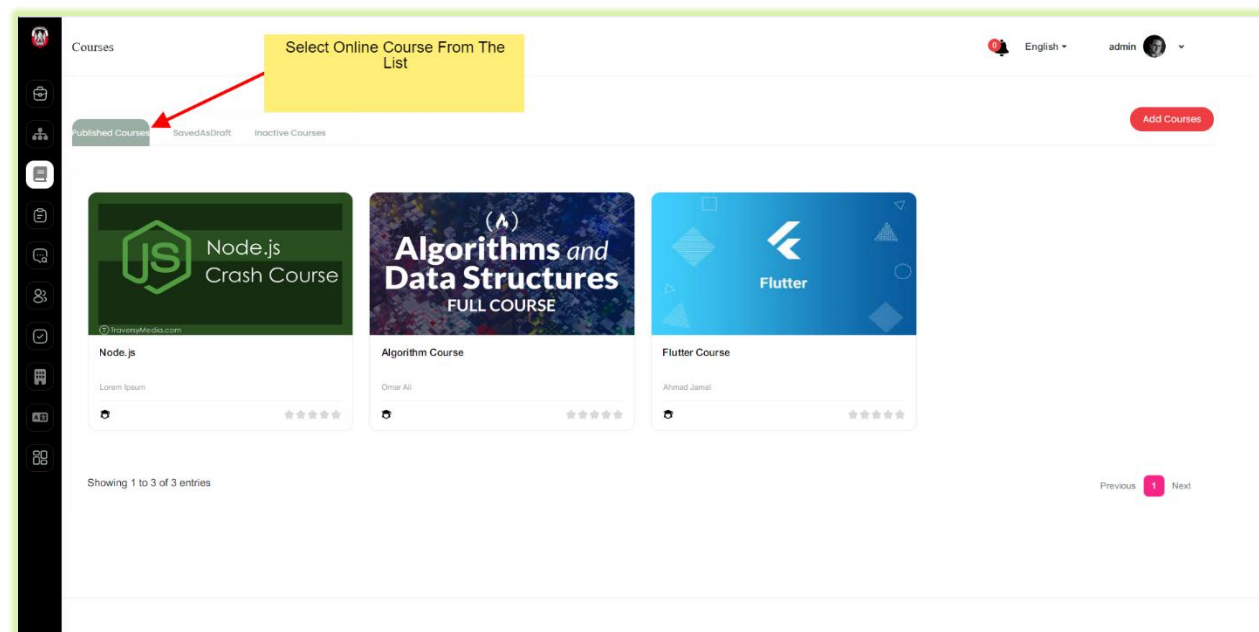
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

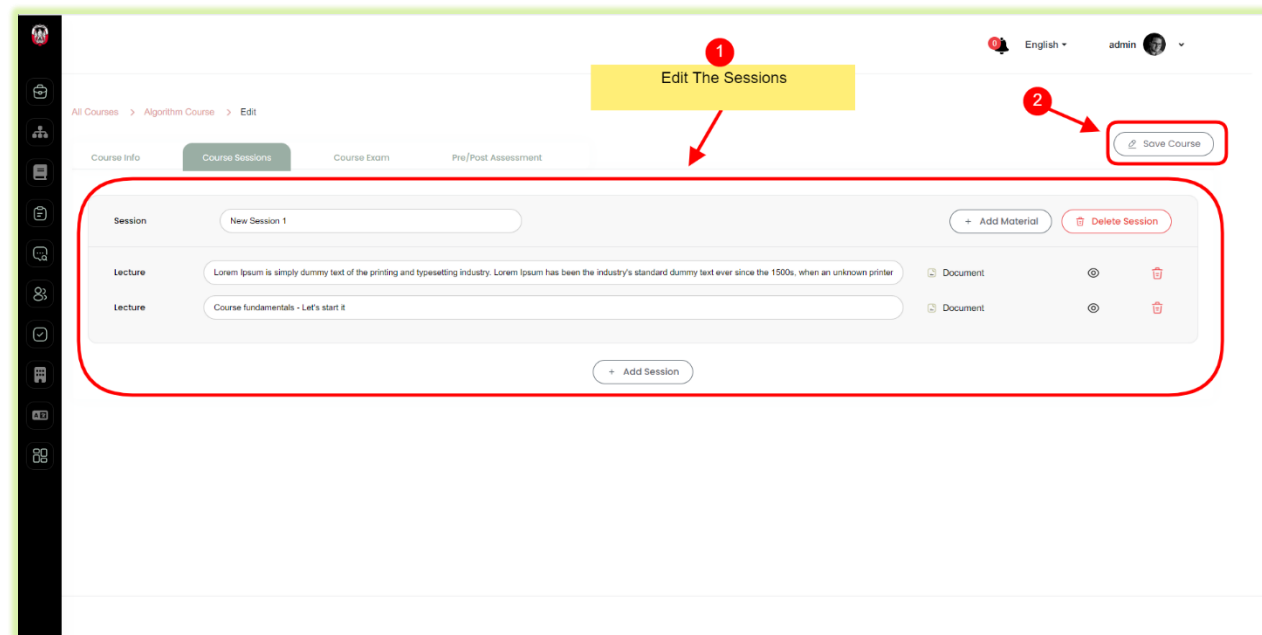
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Delete Online Session

- Access the admin portal
- Click on “icon” course in sidebar.
- Click on card course
- Click on "Edit Course" Button.
- if Enrollment Type is online click tab course session
- Click Delete session you want deleted

TaxRegistrationNumber: 100203645500003

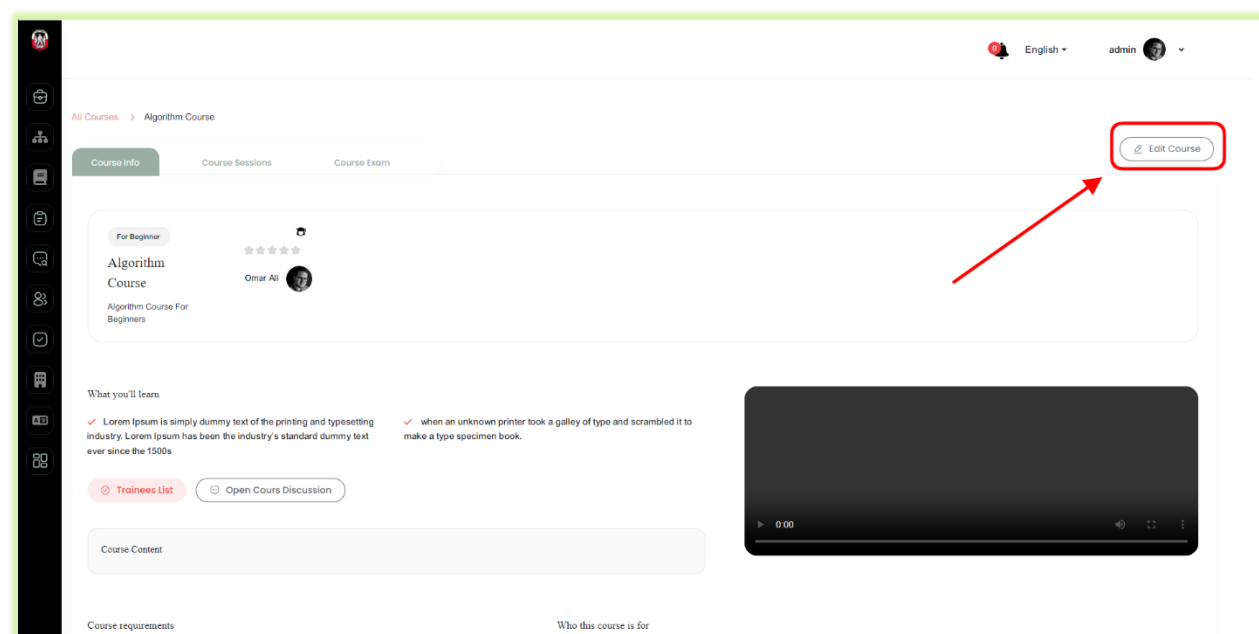
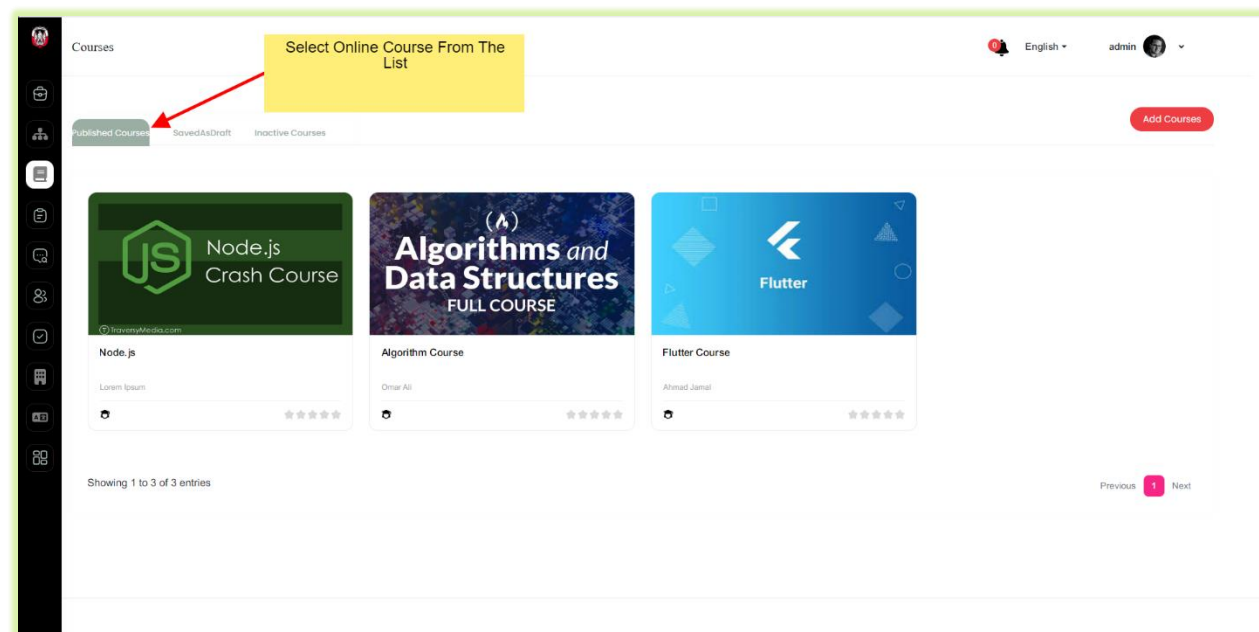
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

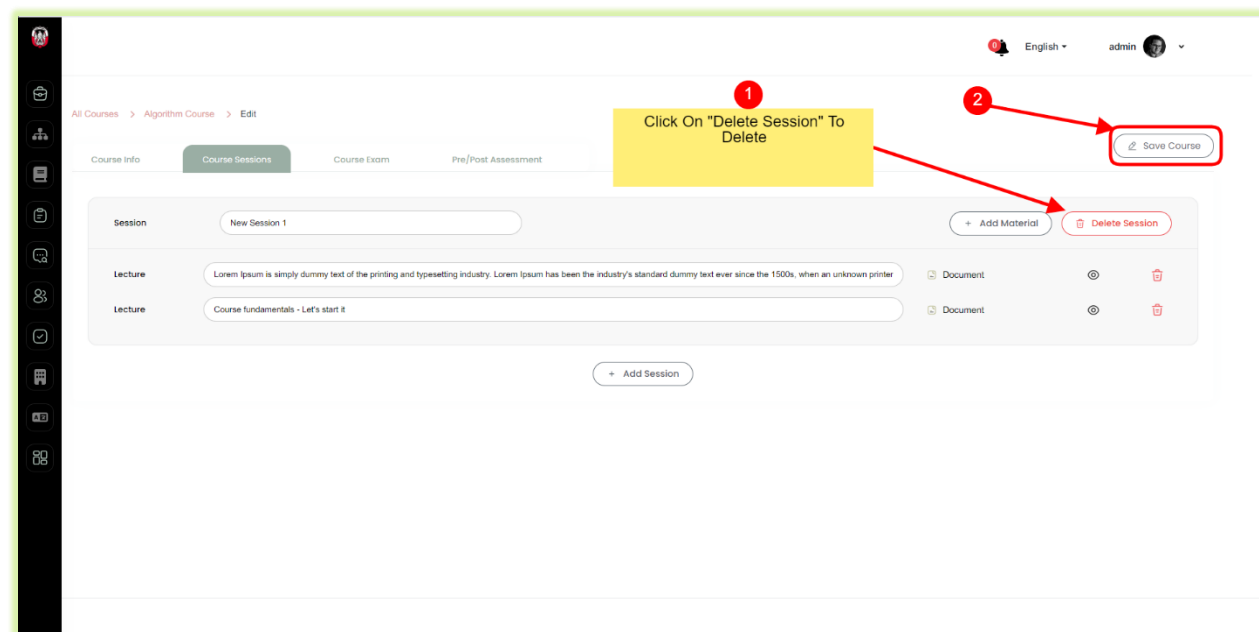
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Offline Sessions

Trainee Portal

Enroll to offline sessions

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Select the sessions tab
- Choose the session date and the requested center
- Click enroll button

TaxRegistrationNumber: 100203645500003

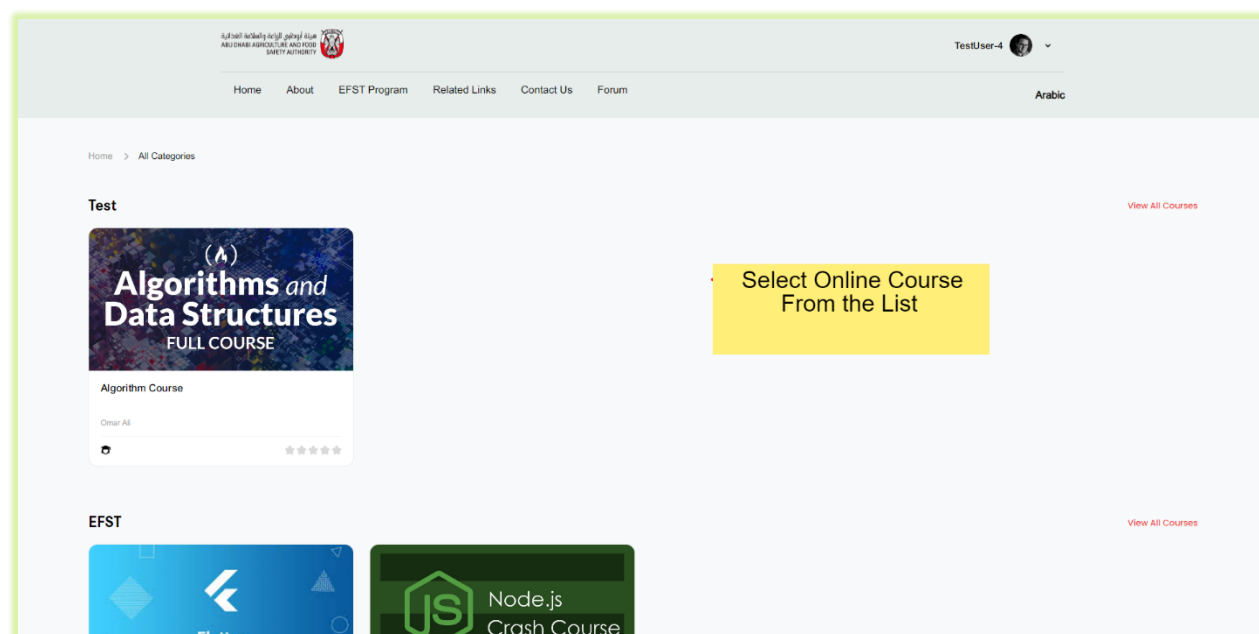
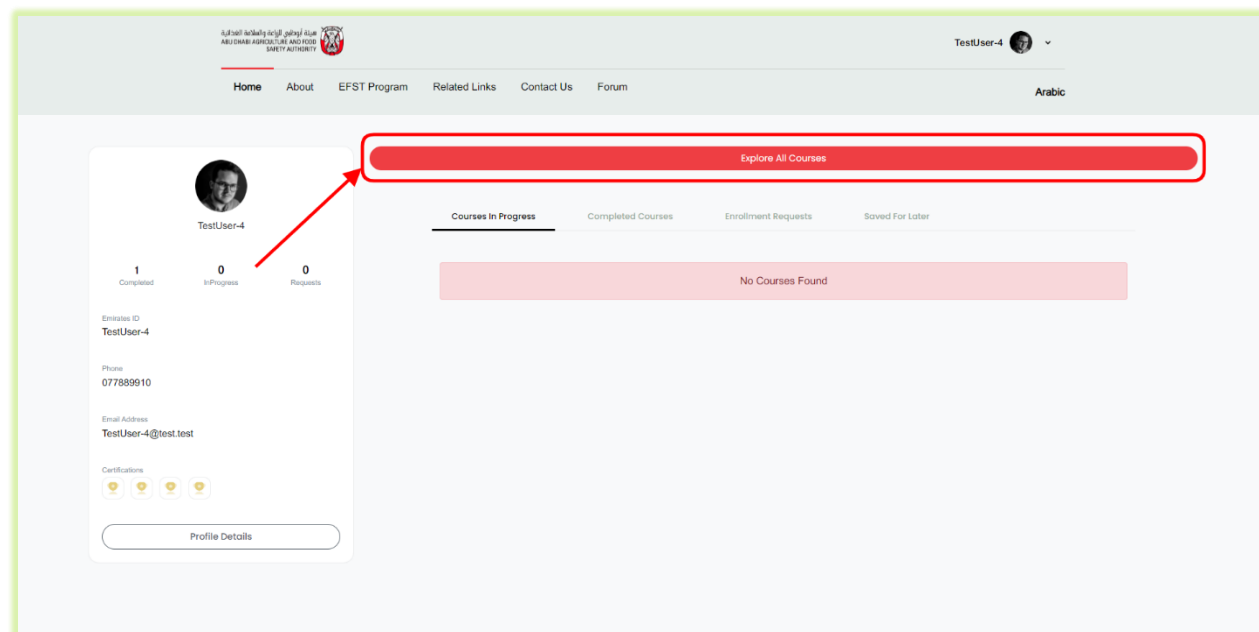
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

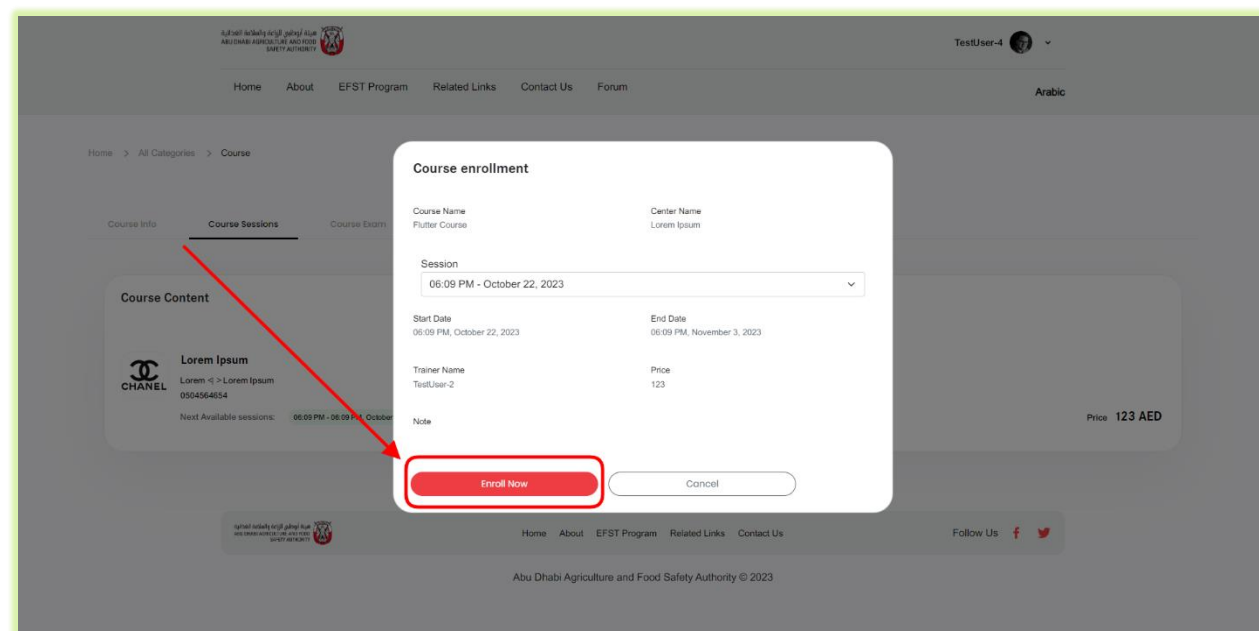
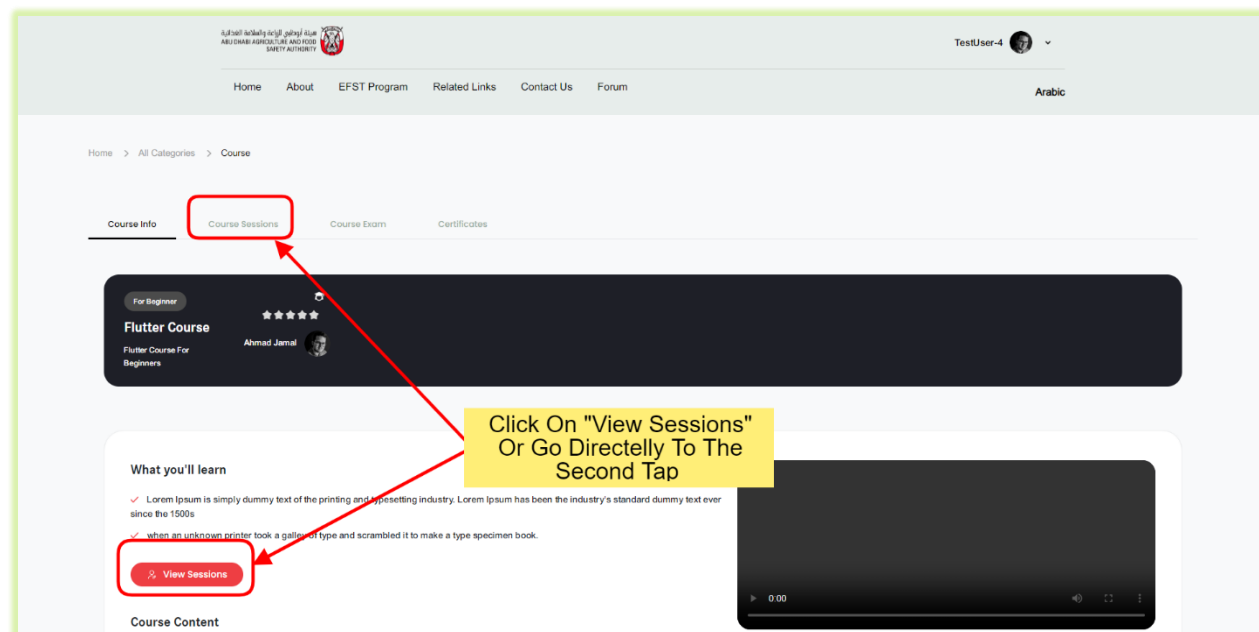
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



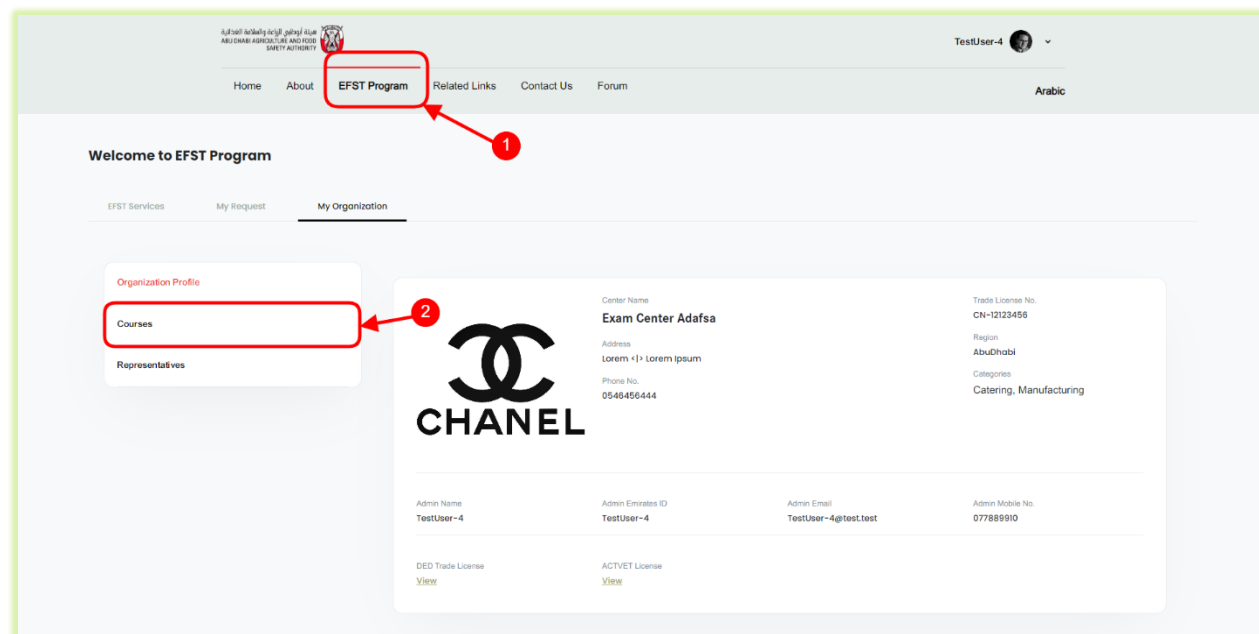
Add Offline Session

- Access Trainee Portal
- Login as Training Center
- Click on Courses Tap
- Select course from the list
- Click on Add Session Button in the top right of the screen

TaxRegistrationNumber: 100203645500003
Company Tel No: +971 2 6210672

Company Name: Blackstone Information Technologies LLC
Company Address: Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Fill the required fields
- Click Save



EFST Program

Welcome to EFST Program

EFST Services My Request My Organization

Organization Profile

Courses

Representatives

Center Name
Exam Center Adafsa

Address
Lorem +1 Lorem Ipsum

Phone No.
0549456444

Trade License No.
CN-12123456

Region
Abu Dhabi

Categories
Catering, Manufacturing

Admin Name
TestUser-4

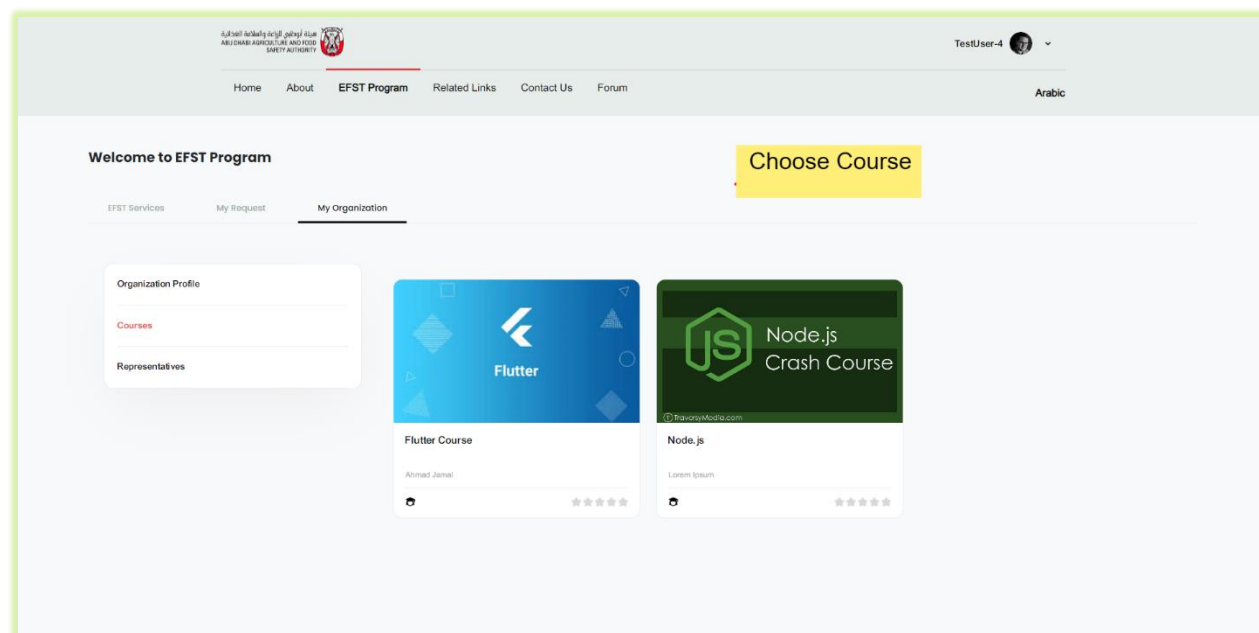
Admin Emirates ID
TestUser-4

Admin Email
TestUser-4@test.test

Admin Mobile No.
077889910

DED Trade License
[View](#)

ACTVET License
[View](#)



EFST Program

Welcome to EFST Program

EFST Services My Request My Organization

Organization Profile

Courses

Representatives

Flutter Course

Node.js Crash Course

Flutter Course

Node.js

Choose Course

TaxRegistrationNumber: 100203645500003

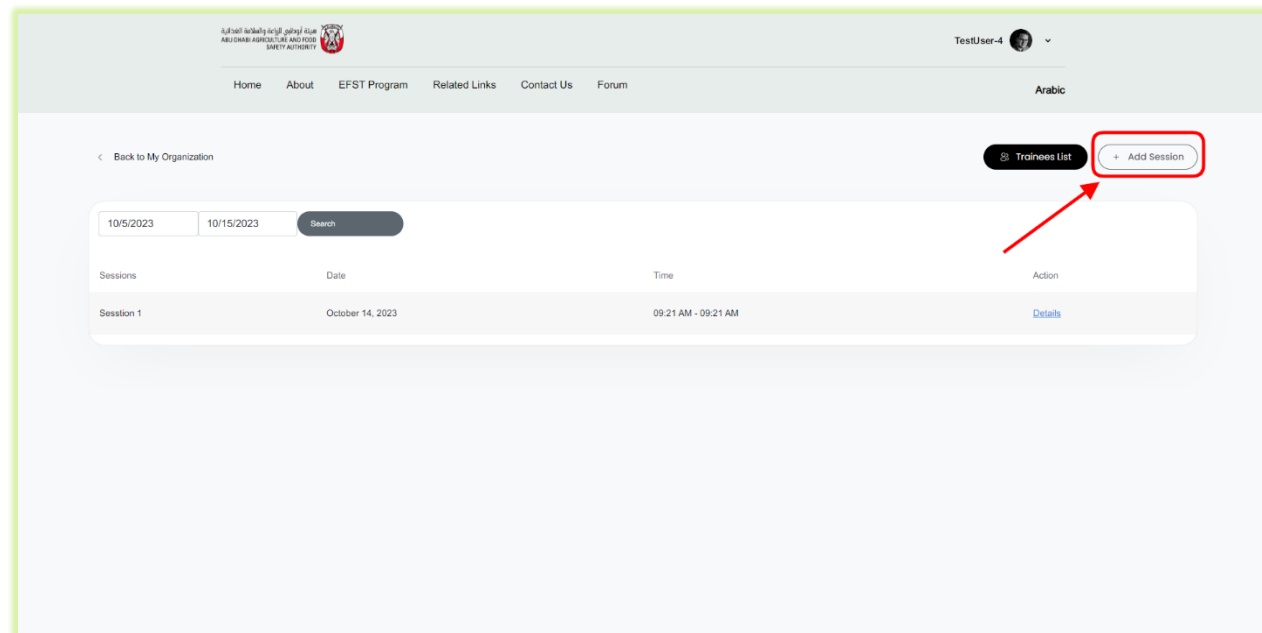
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TestUser-4

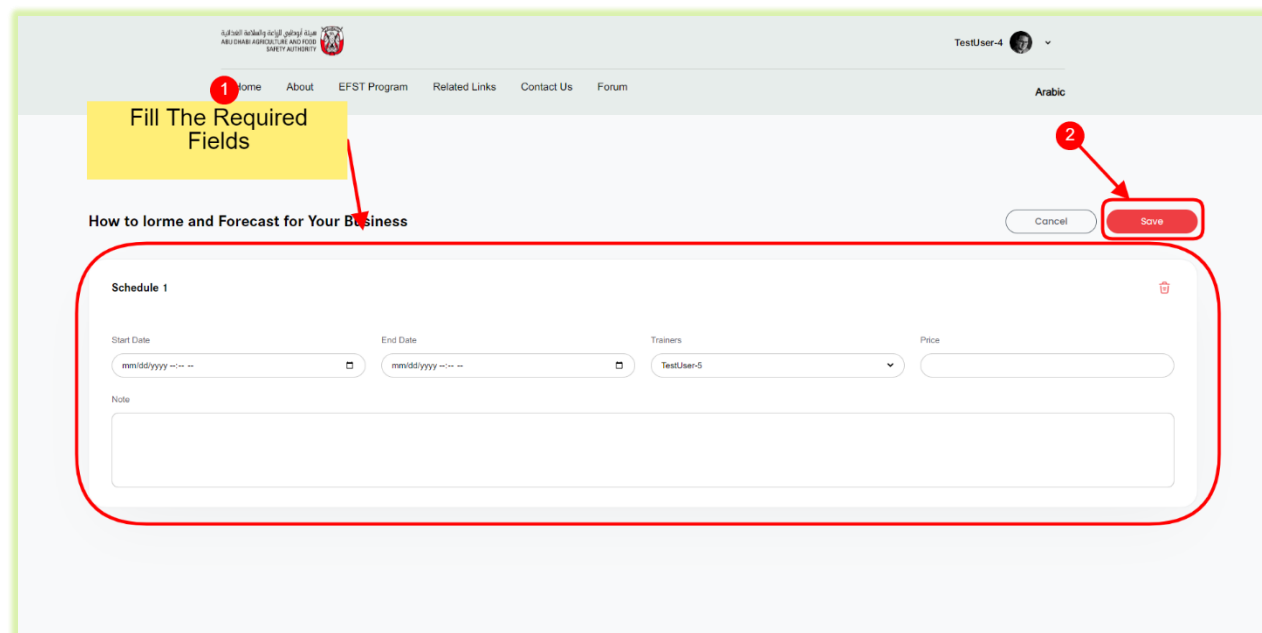
Home About EFST Program Related Links Contact Us Forum Arabic

< Back to My Organization

Trainers List + Add Session

10/5/2023 10/15/2023 Search

Sessions	Date	Time	Action
Session 1	October 14, 2023	09:21 AM - 09:21 AM	Details



TestUser-4

Home About EFST Program Related Links Contact Us Forum Arabic

Fill The Required Fields

How to lorme and Forecast for Your Business

Cancel Save

Schedule 1

Start Date End Date Trainers Price

mm/dd/yyyy -- mm/dd/yyyy -- TestUser-5

Note

Online Course

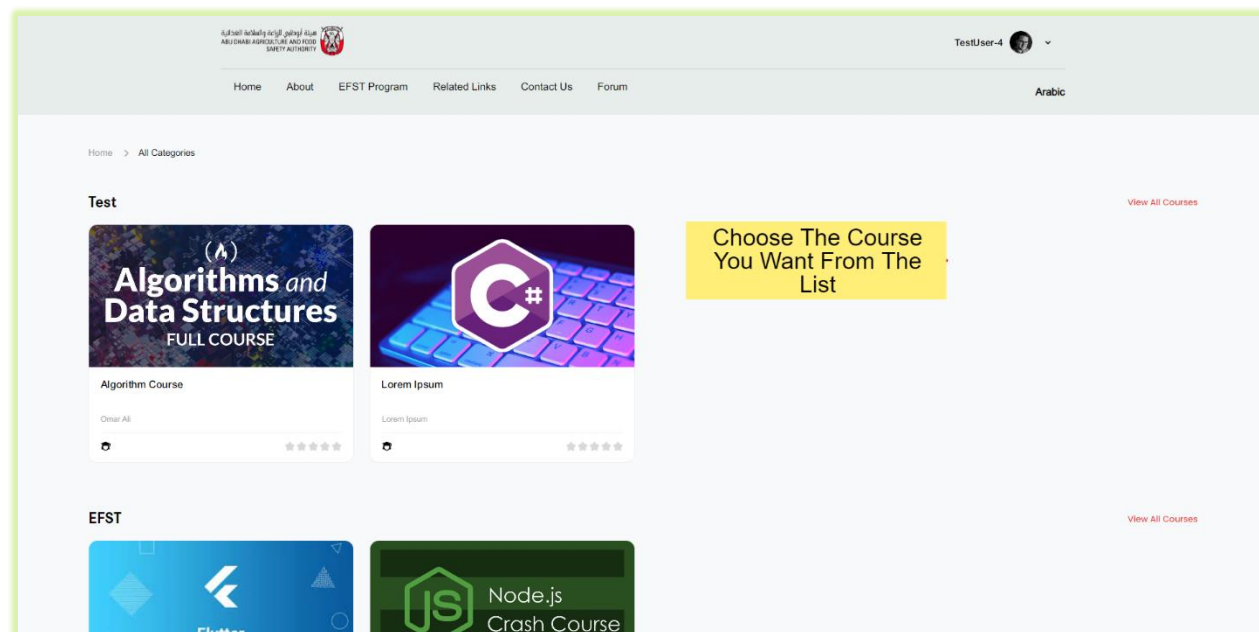
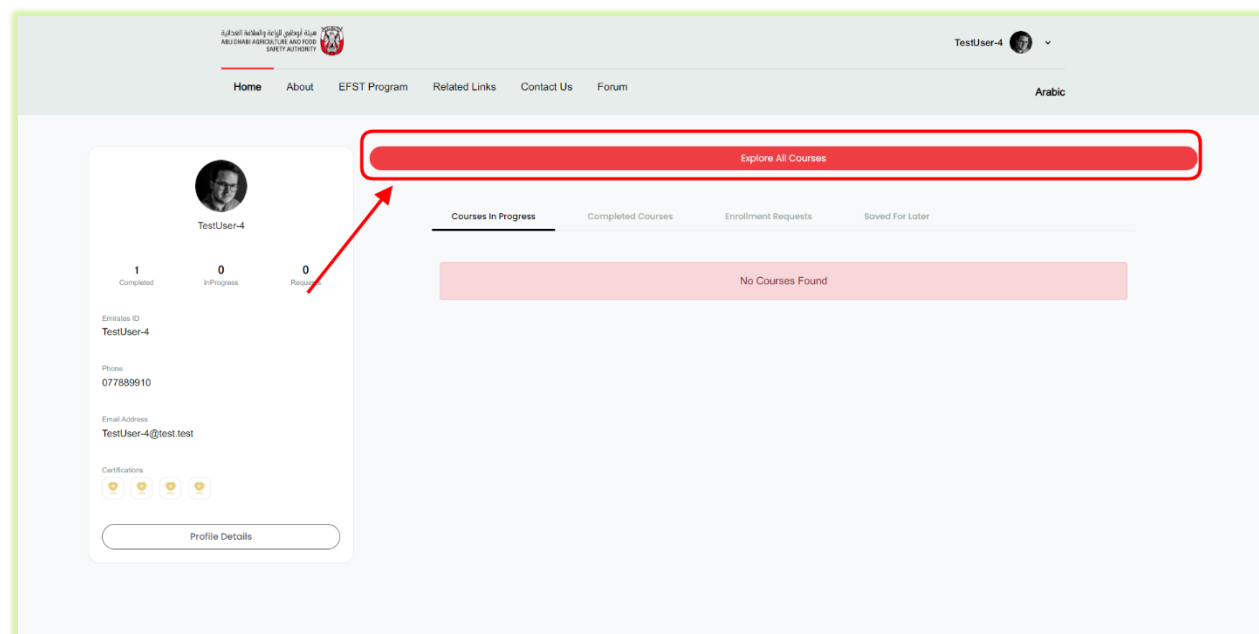
Trainee Portal

TaxRegistrationNumber: 100203645500003
Company Tel No: +971 2 6210672

Company Name: Blackstone Information Technologies LLC
Company Address: Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

Enroll To Course

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Click enroll button



TaxRegistrationNumber: 100203645500003

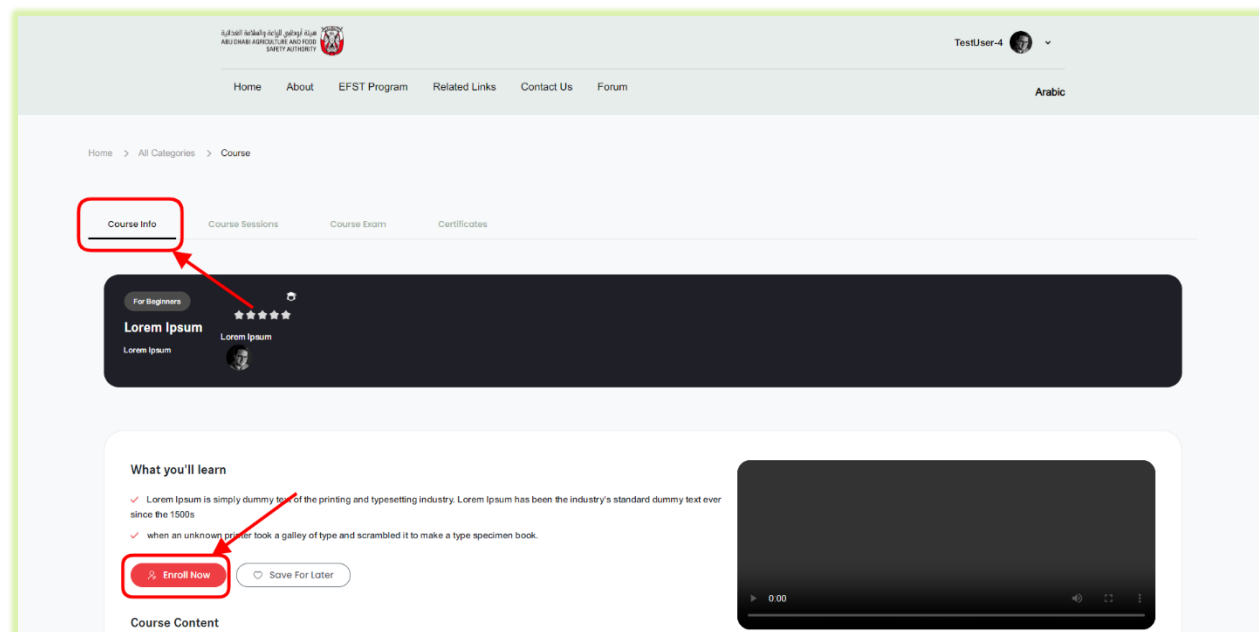
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Access Course Materials

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Make sure you are enrolled to the course
- click on the sessions tab
- Select from materials list

TaxRegistrationNumber: 100203645500003

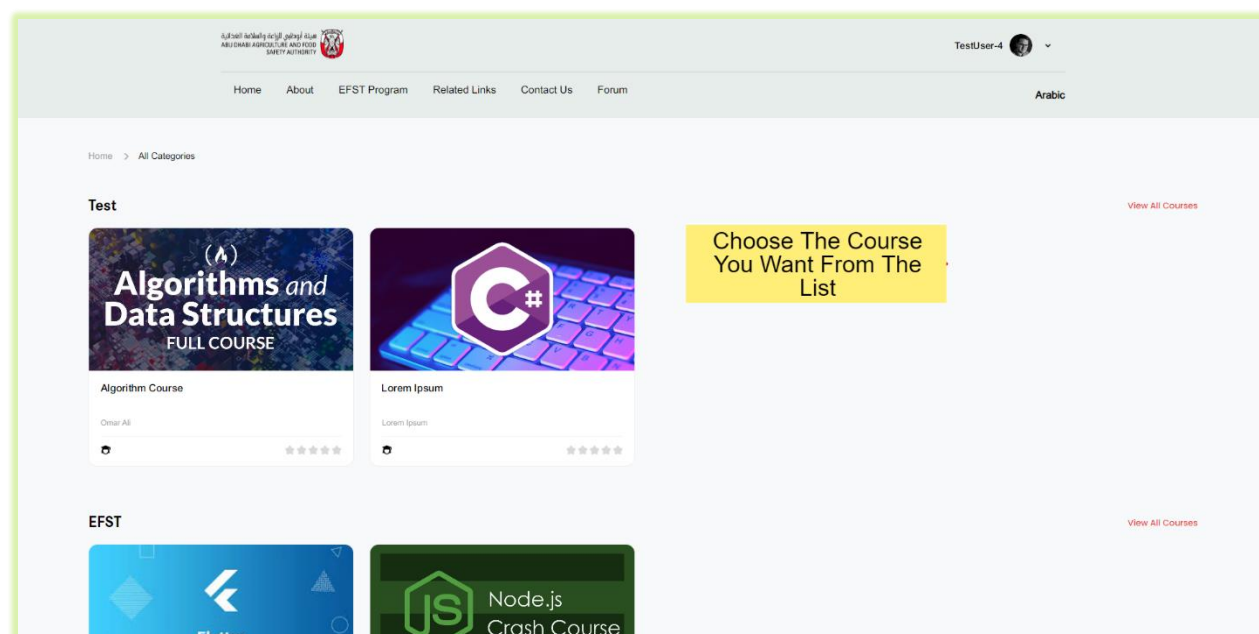
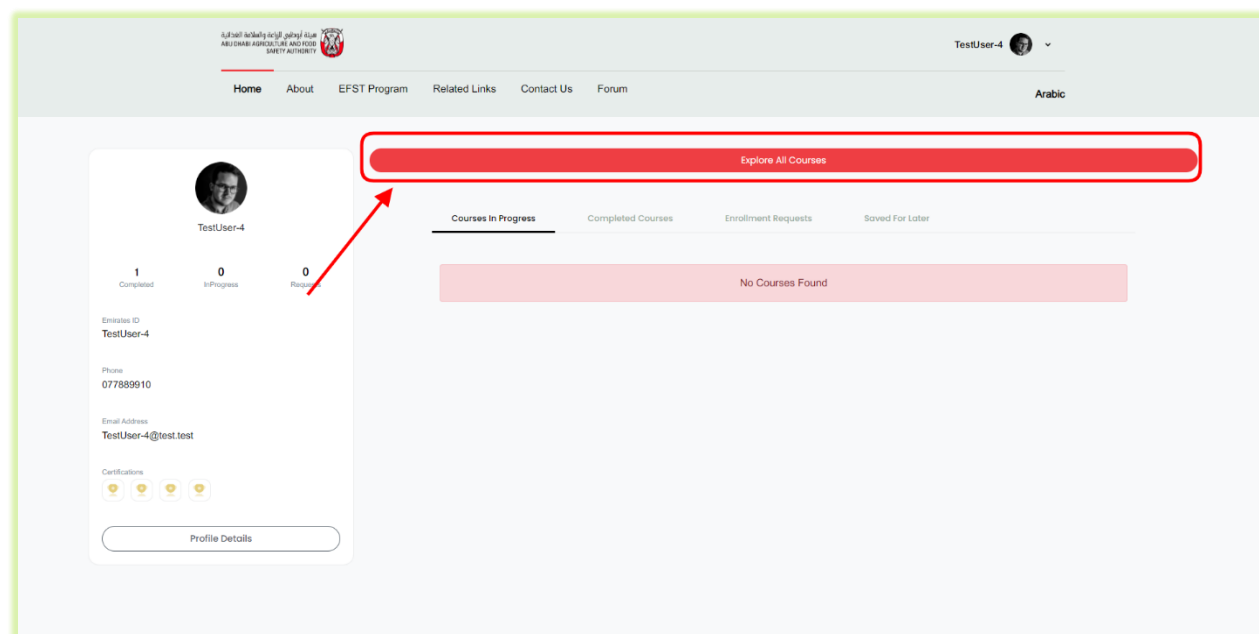
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

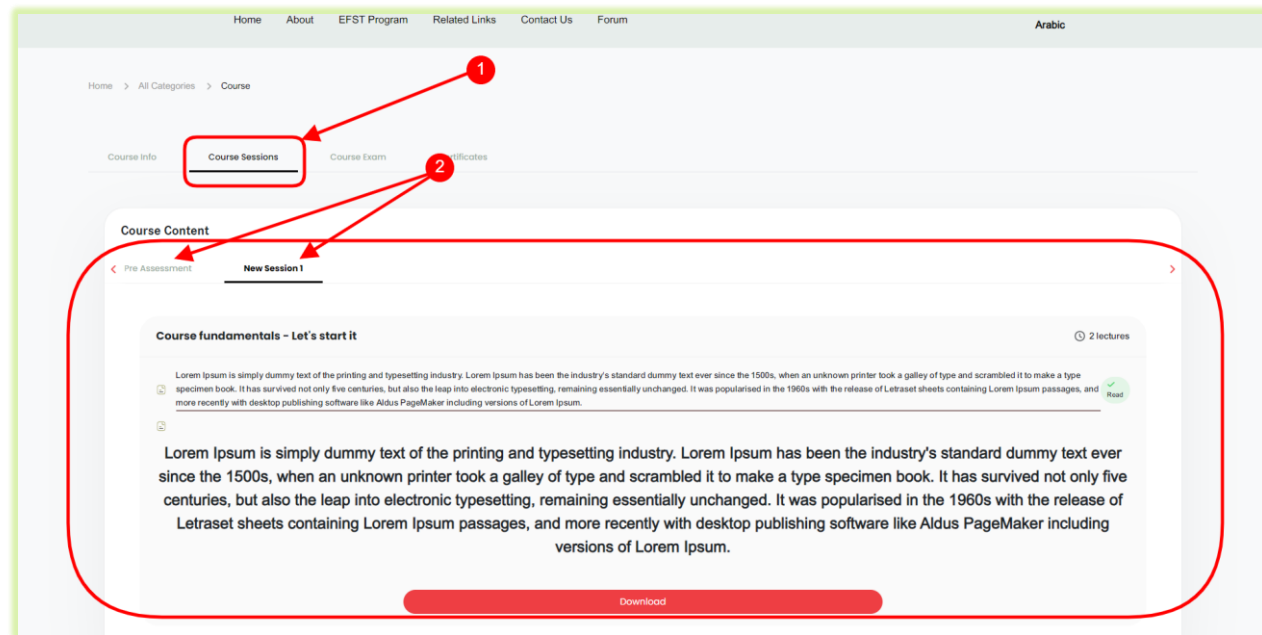
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Track Watched Materials

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Make sure you are enrolled to the course
- Click on the sessions tab
- Watch materials will be marked as watched

TaxRegistrationNumber: 100203645500003

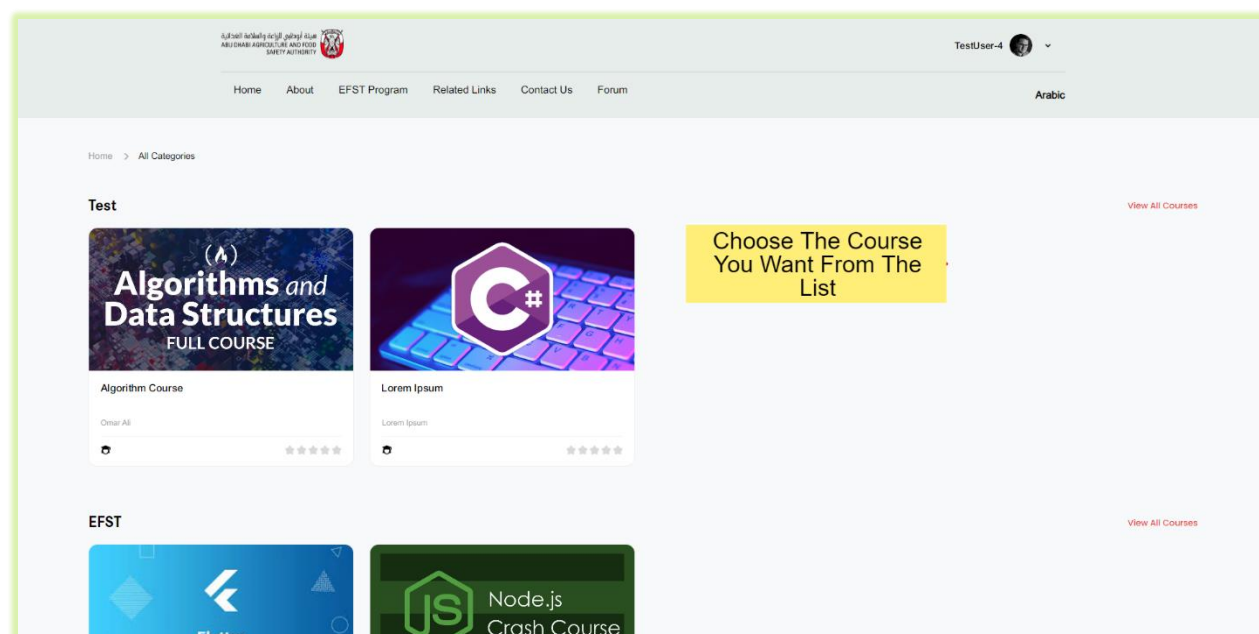
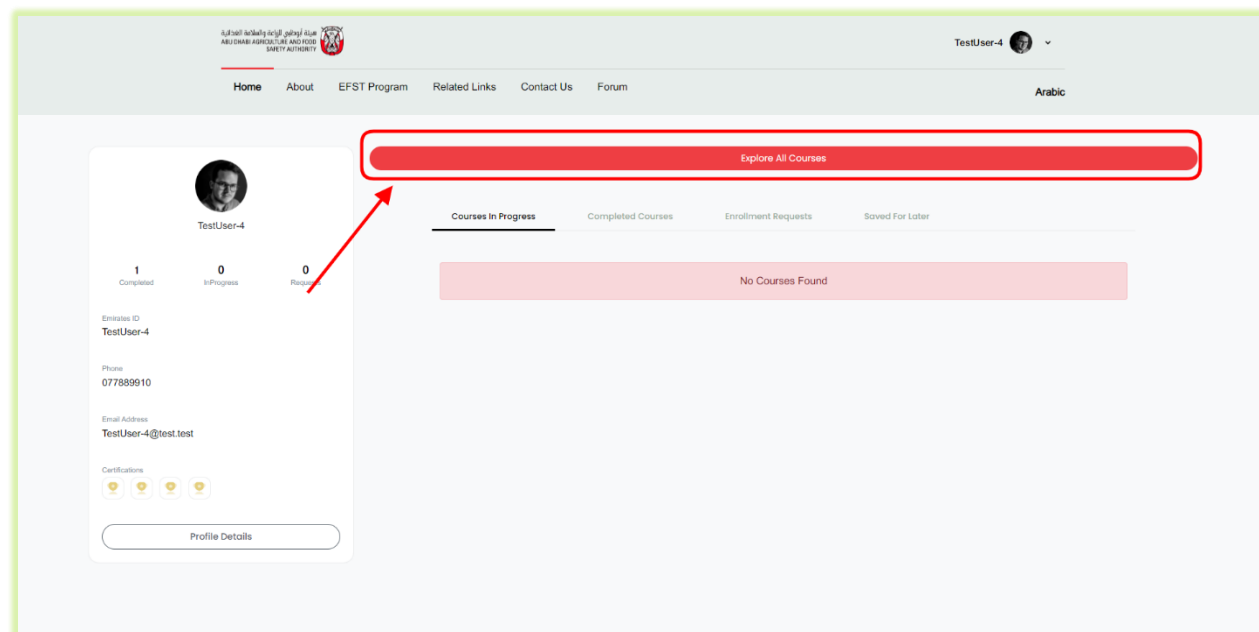
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

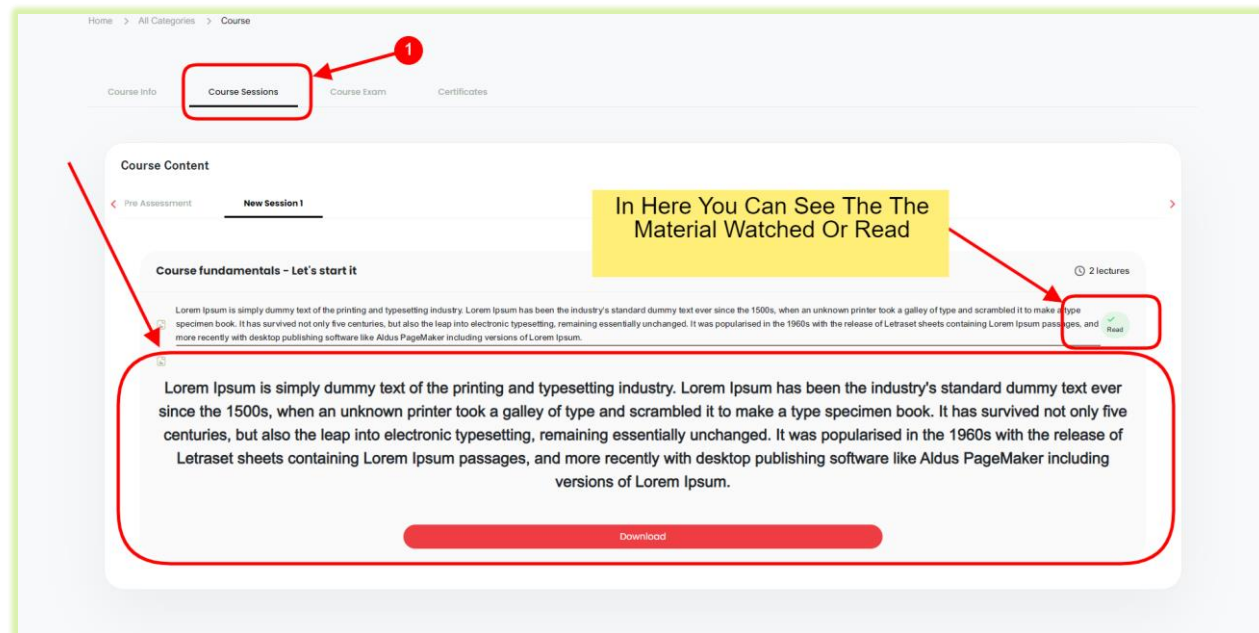
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Access Session after submitting previous quizzes (Average from Sessions Course)

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Make sure you are enrolled to the course
- Click on the sessions tab
- Click on take quiz
- Submit the quiz
- The next session will be accessible

TaxRegistrationNumber: 100203645500003

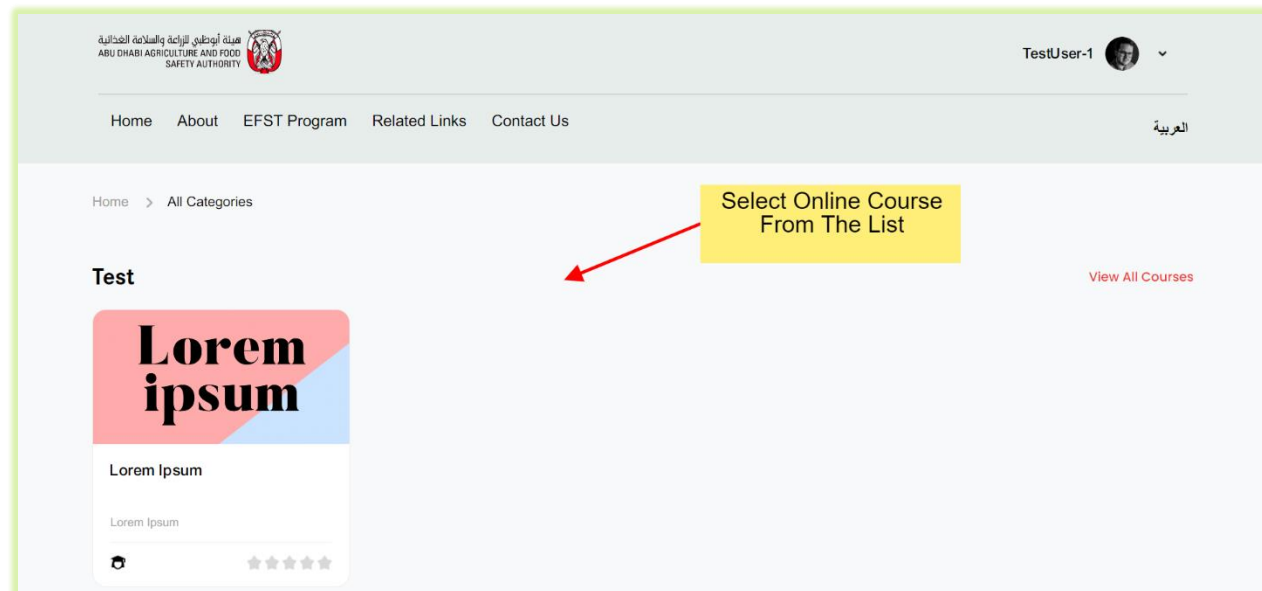
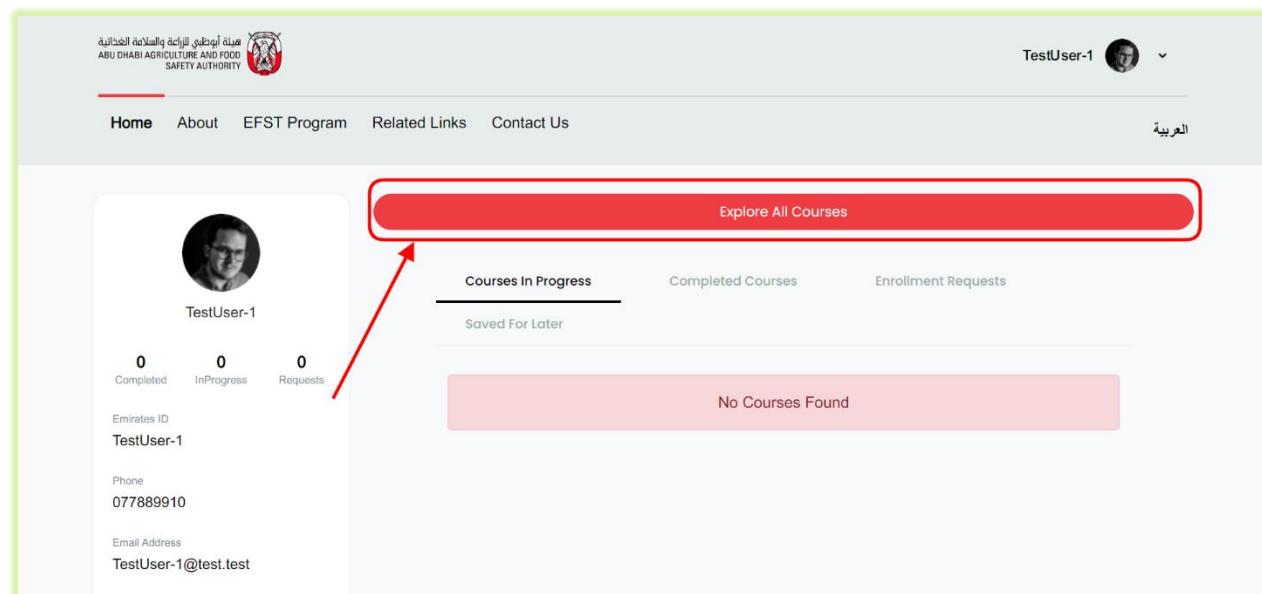
Company Tel No: +971 2 6210672

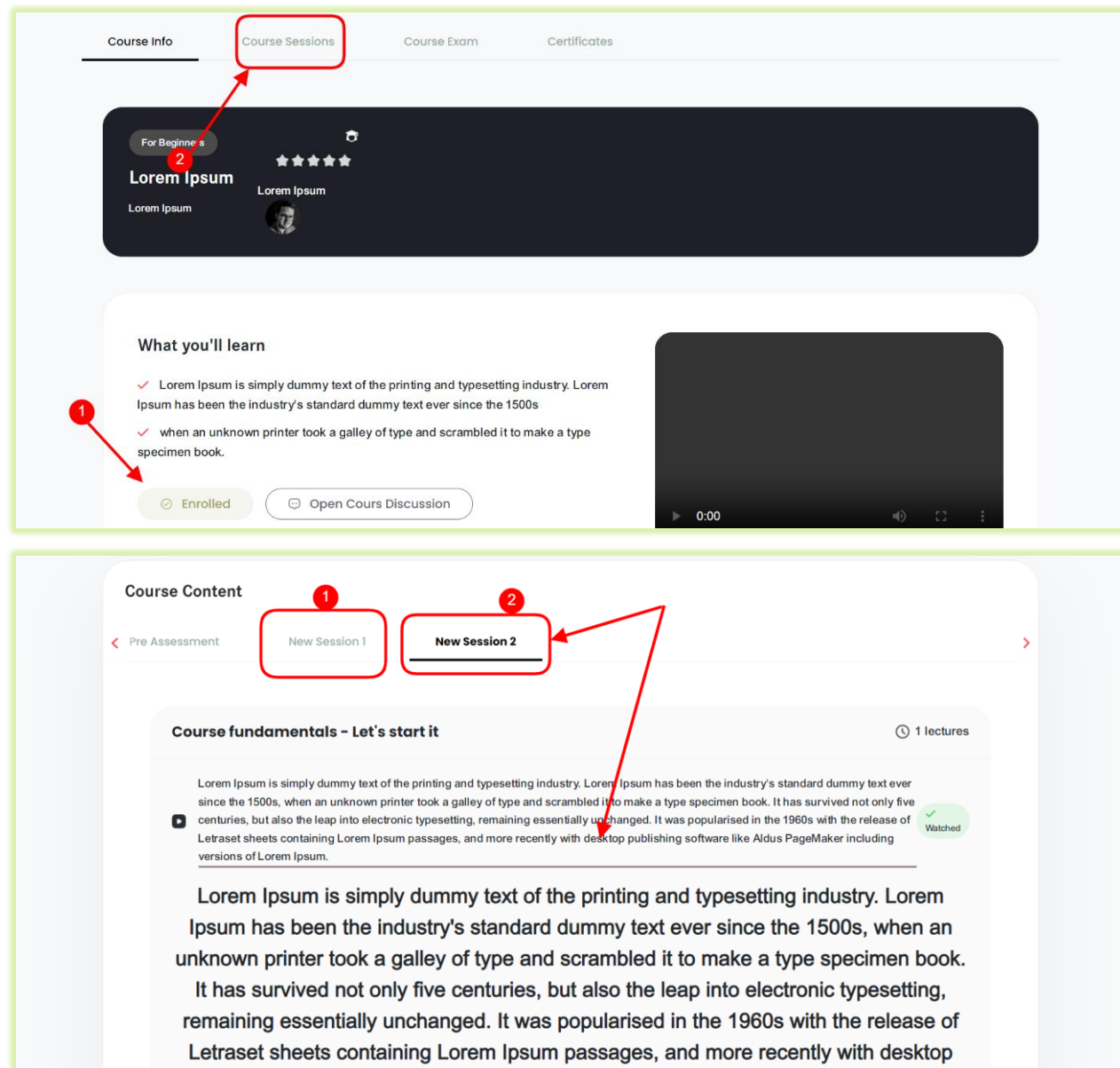
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479





Access Final Exam after completing all sessions (Final Exam Course)

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Make sure you are enrolled to the course
- Make sure you have completed all sessions

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

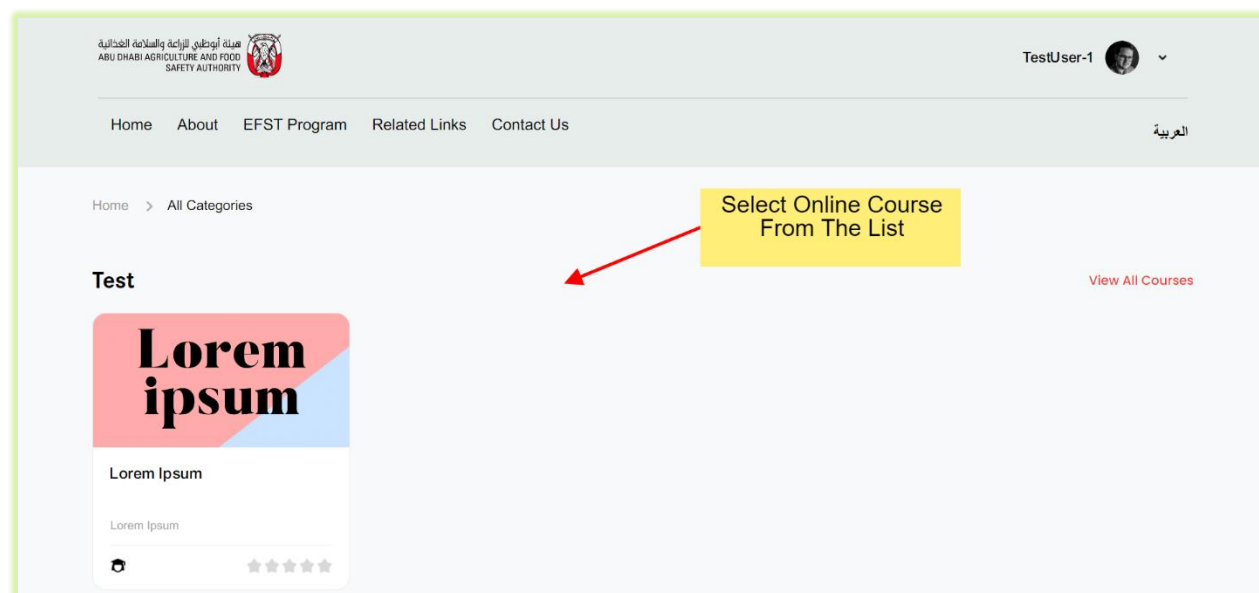
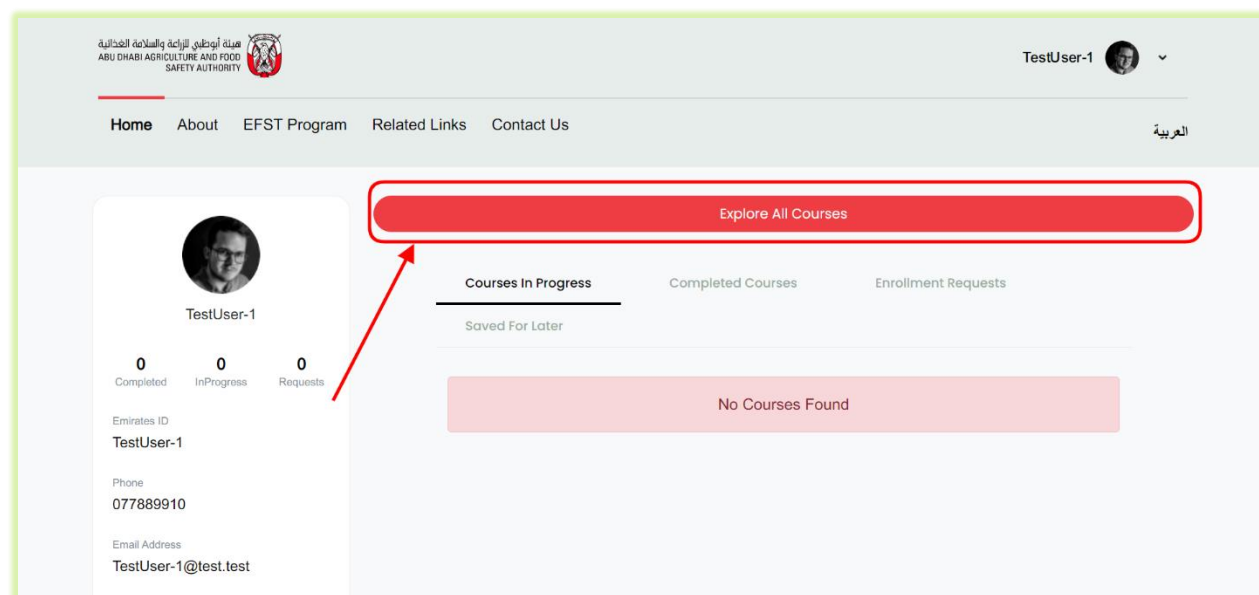
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Click on Course Exam tab



TaxRegistrationNumber: 100203645500003

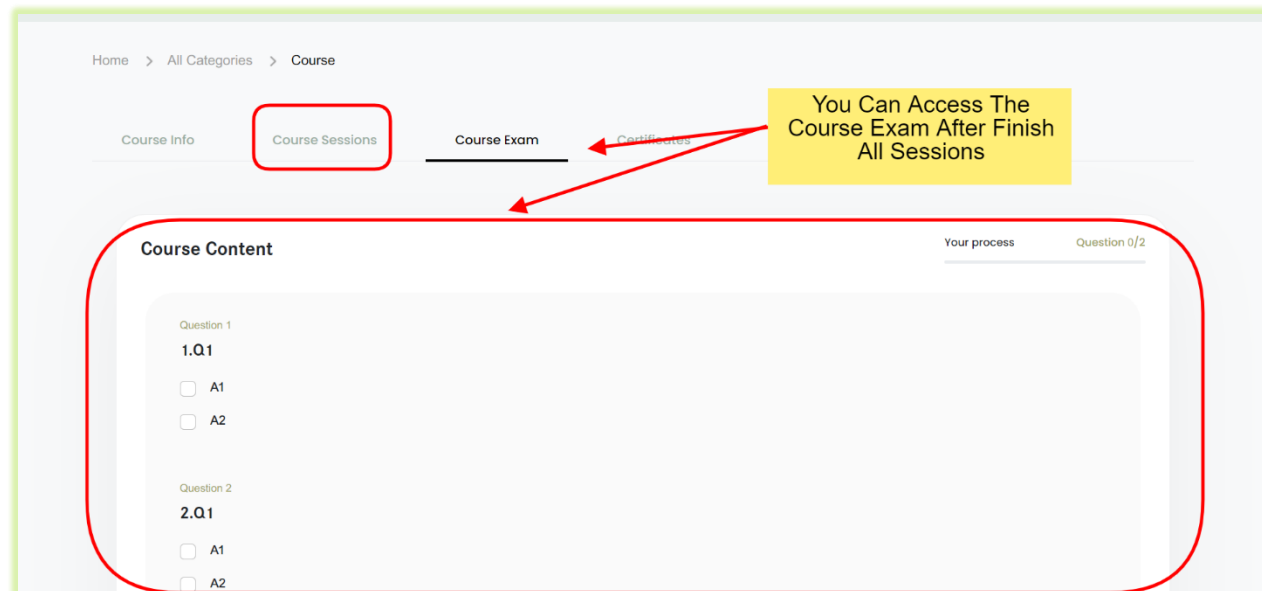
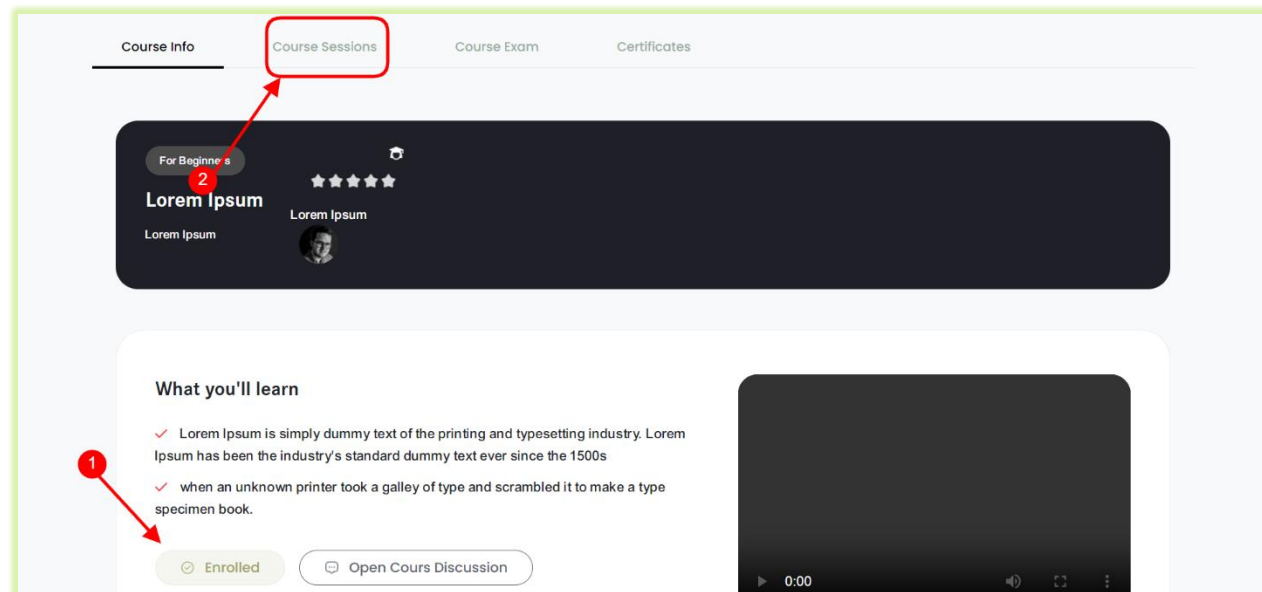
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Access Course Certificate after complete all quizzes or final exam depend on course exam type

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Make sure you are enrolled to the course

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

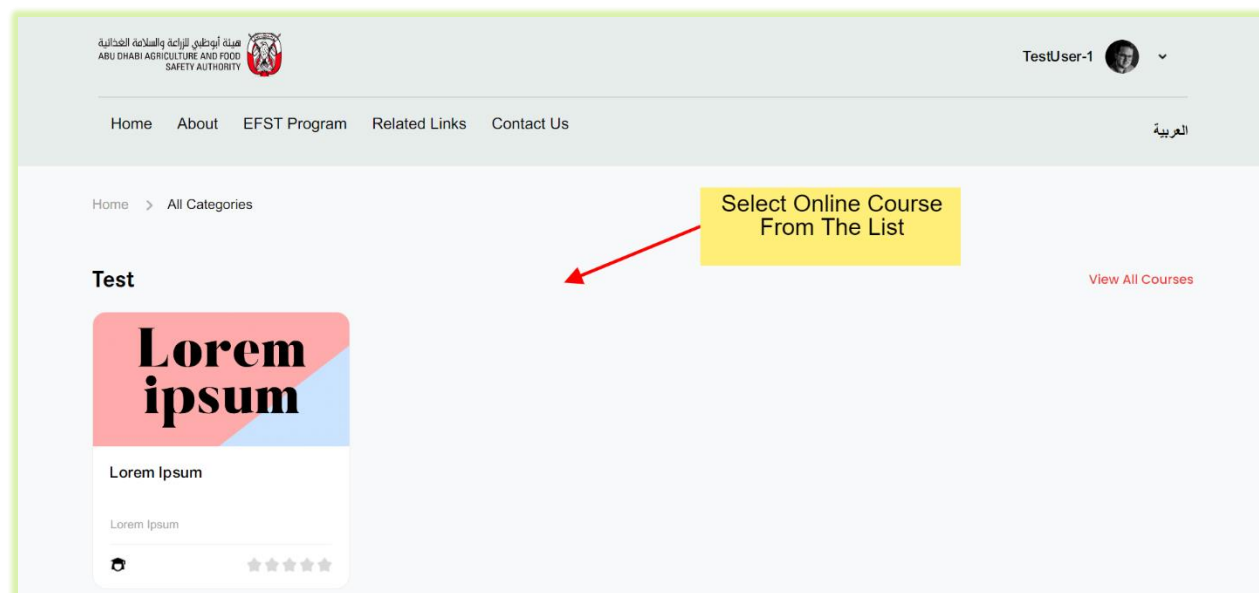
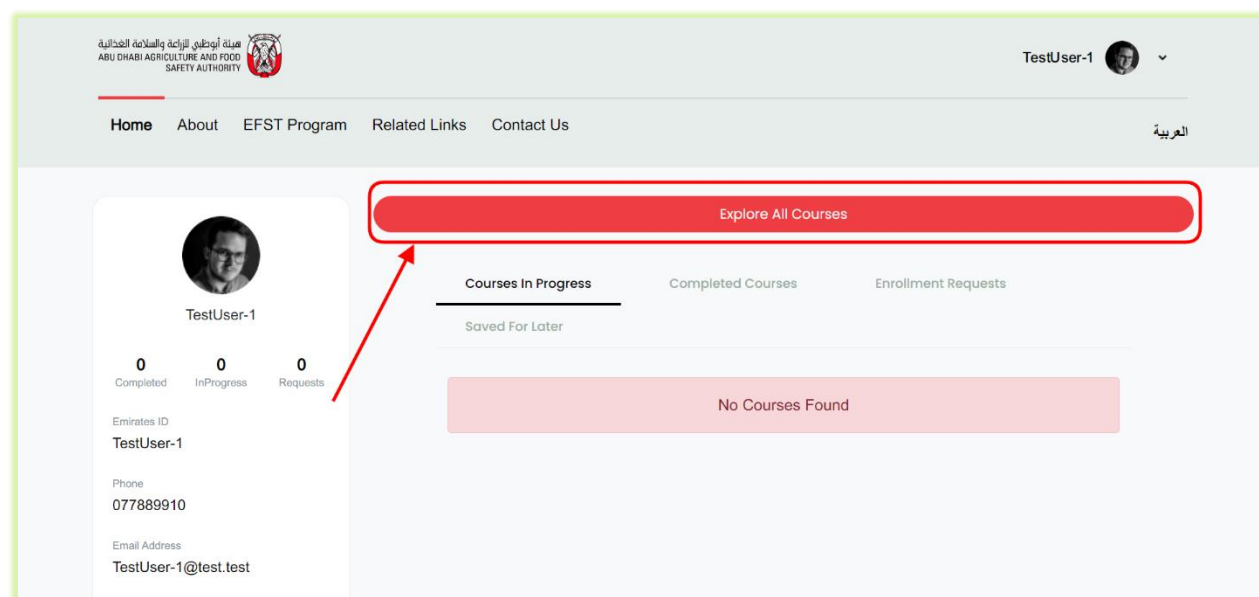
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Make sure you have completed all sessions and exams
- Click on Certificate tab



TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Rate Online Course

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Make sure you are enrolled to the course
- Click on Certificate tab
- The rate pop up will appear to you directly

TaxRegistrationNumber: 100203645500003

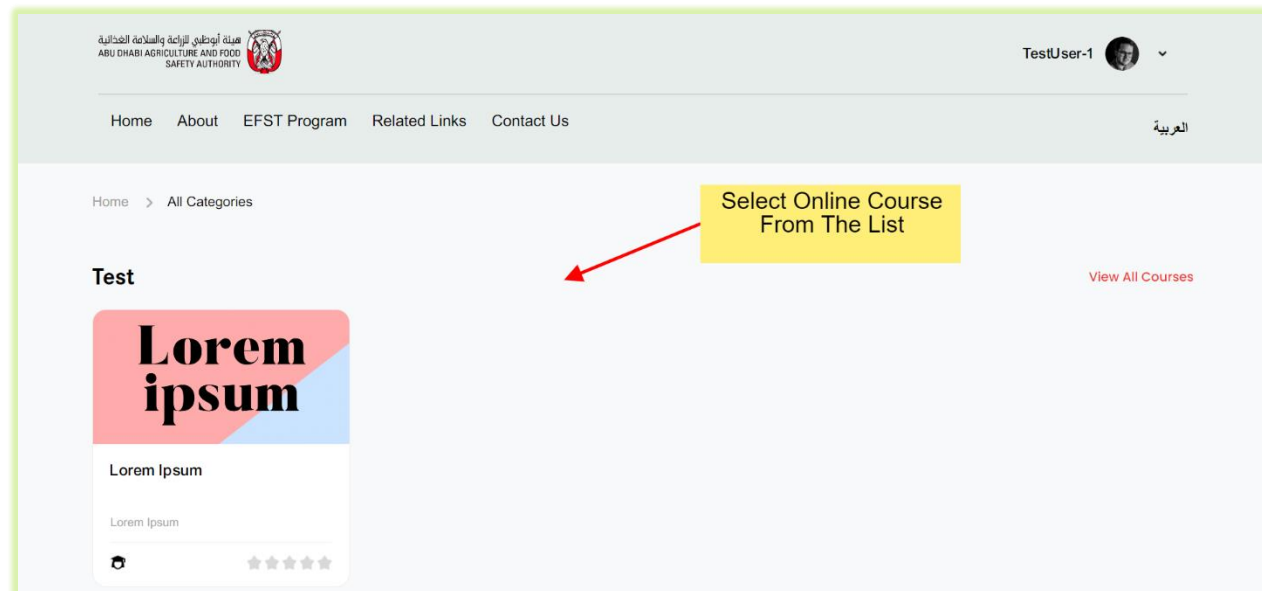
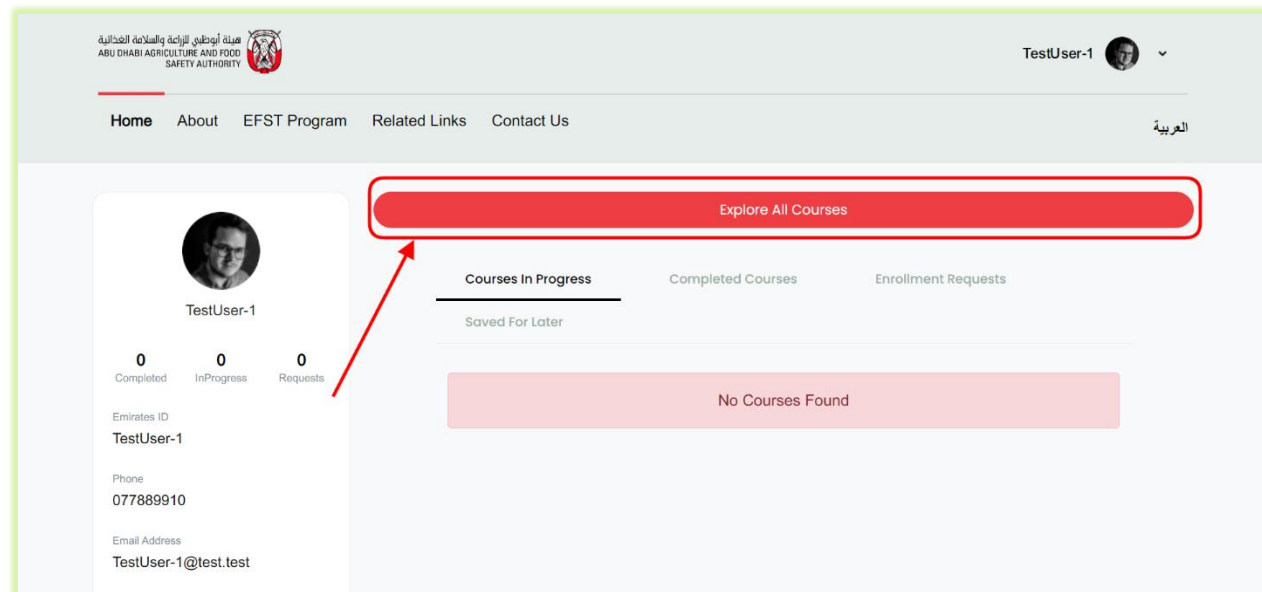
Company Tel No: +971 2 6210672

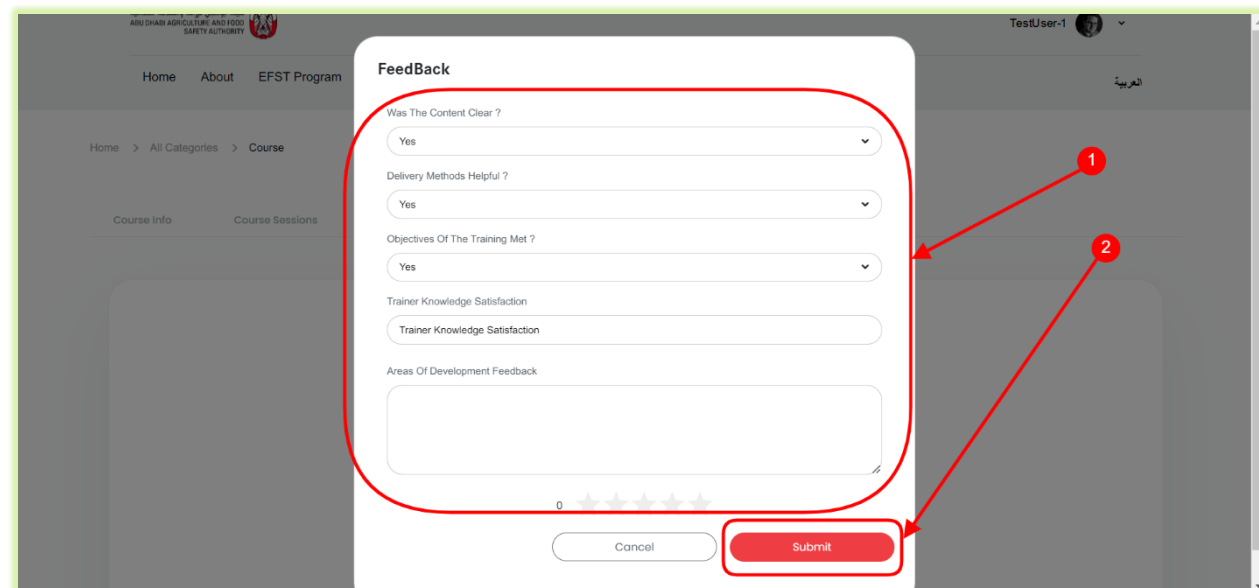
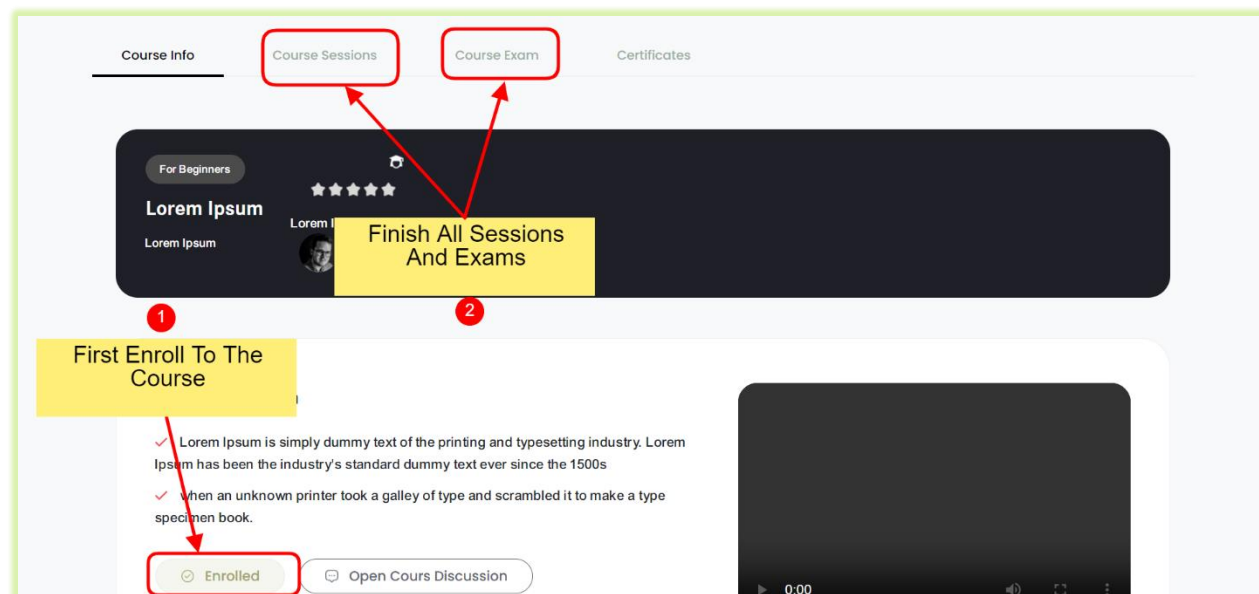
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479





Download Online Course Certificate

- Access the trainee portal.
- Make Sure Your are enrolled to the course
- Finish Course Sessions And Exams
- After Finish Rating model will Popup Fill it then submit
- You Can Download The Certificate By Click in the download Button

TaxRegistrationNumber: 100203645500003

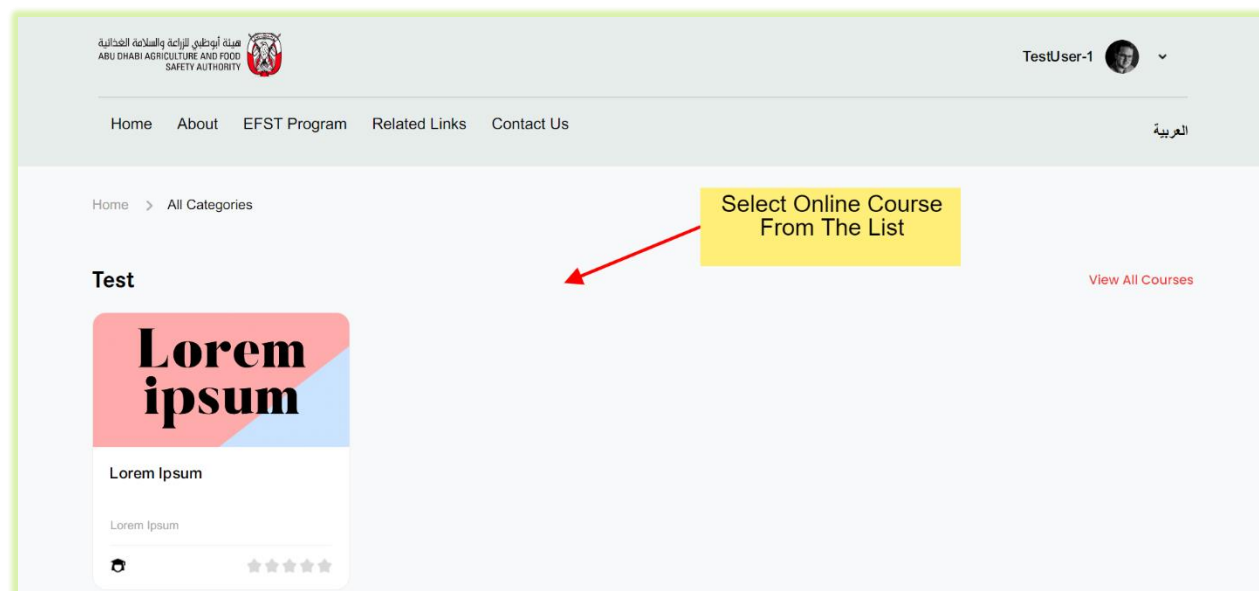
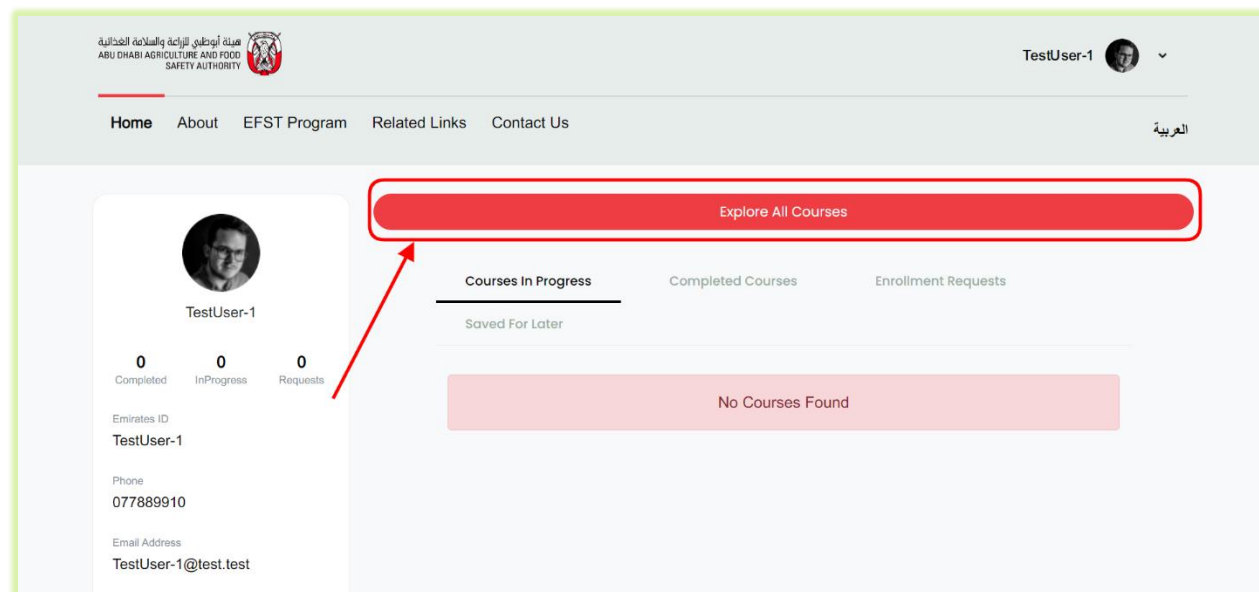
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Submit Pre/Post Assessment

- Access the trainee portal.
- login with your account
- locate explore all courses button
- select from the course list
- Make sure you are enrolled to the course
- click on the sessions tab
- click on the Pre/Post Assessment tab

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

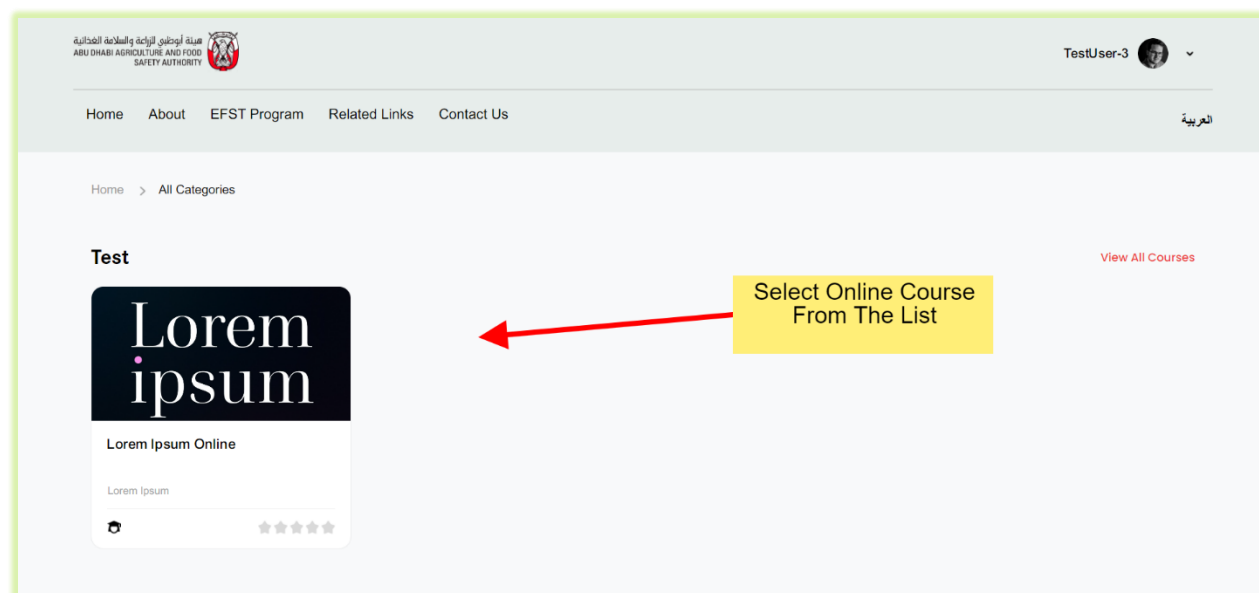
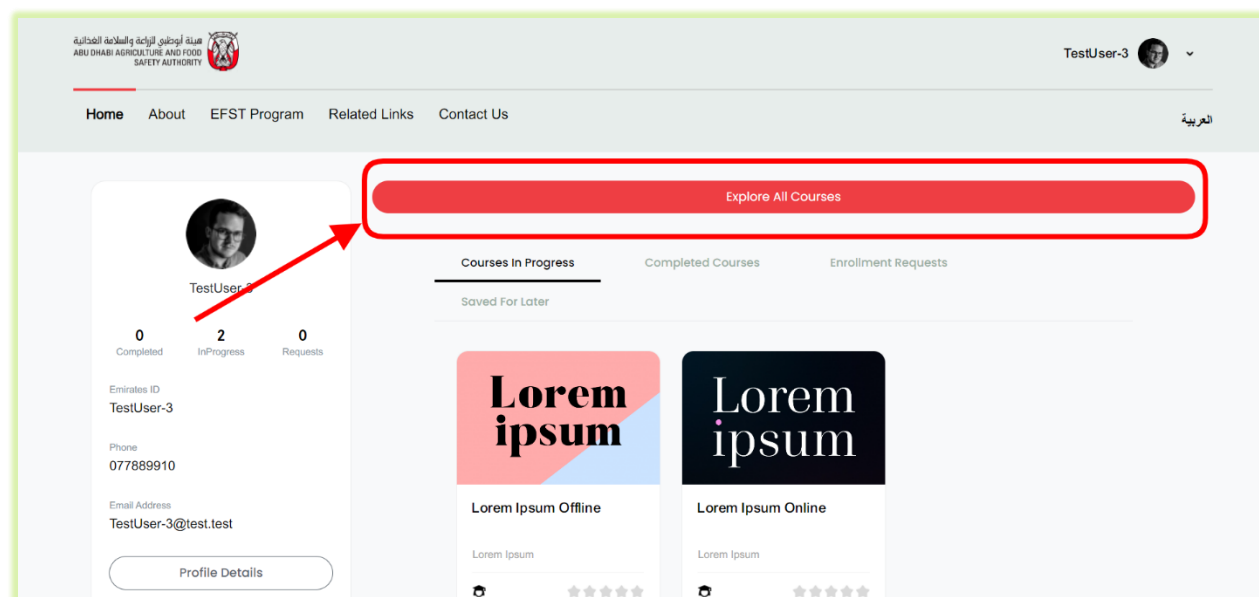
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Submit the form



TaxRegistrationNumber: 100203645500003

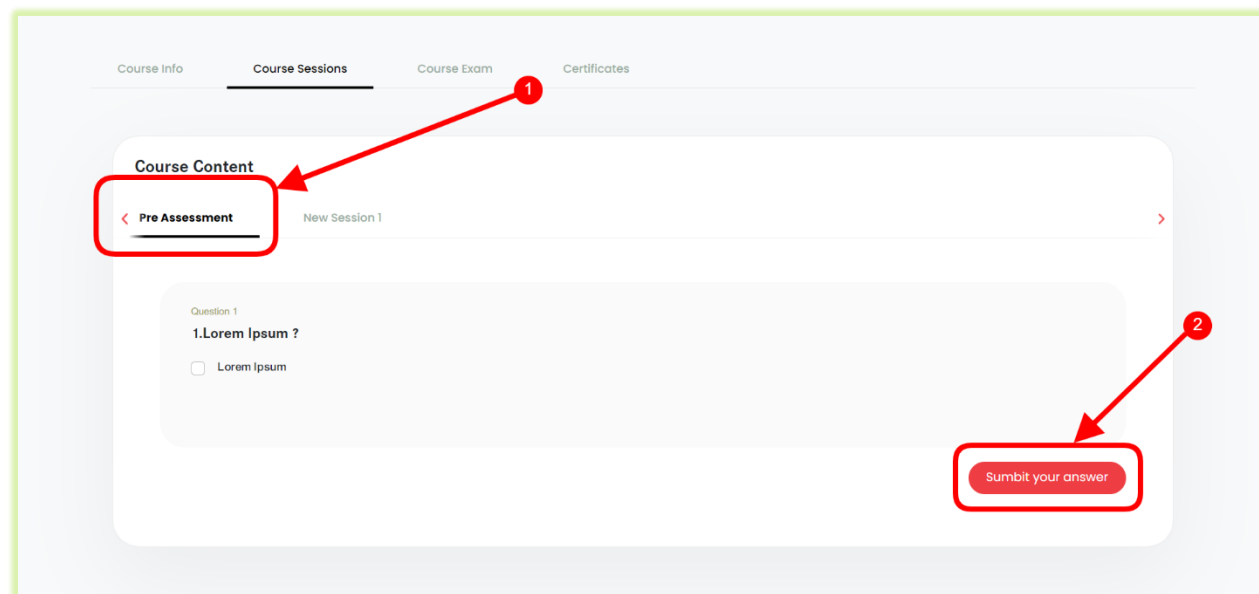
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Admin Portal

Send New Online Course Request

- Log in to the admin portal
- Click on “icon” course in sidebar.
- Click on "Add Course” Button.
- Fill in the required details for the new online course.
- Click on save the course

TaxRegistrationNumber: 100203645500003

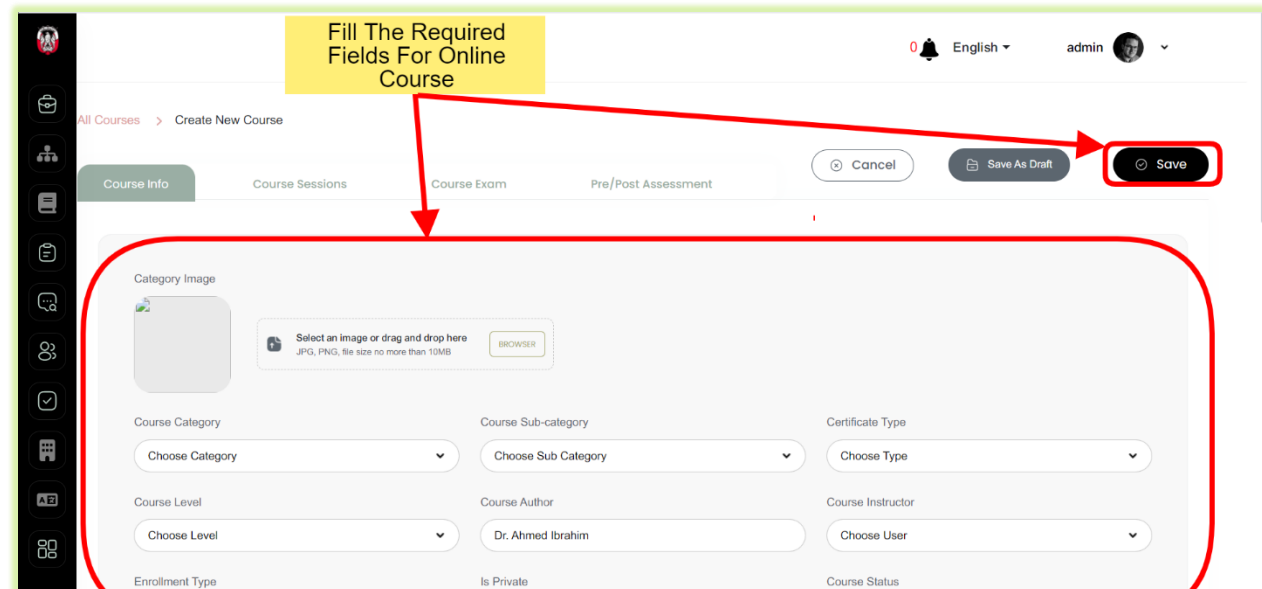
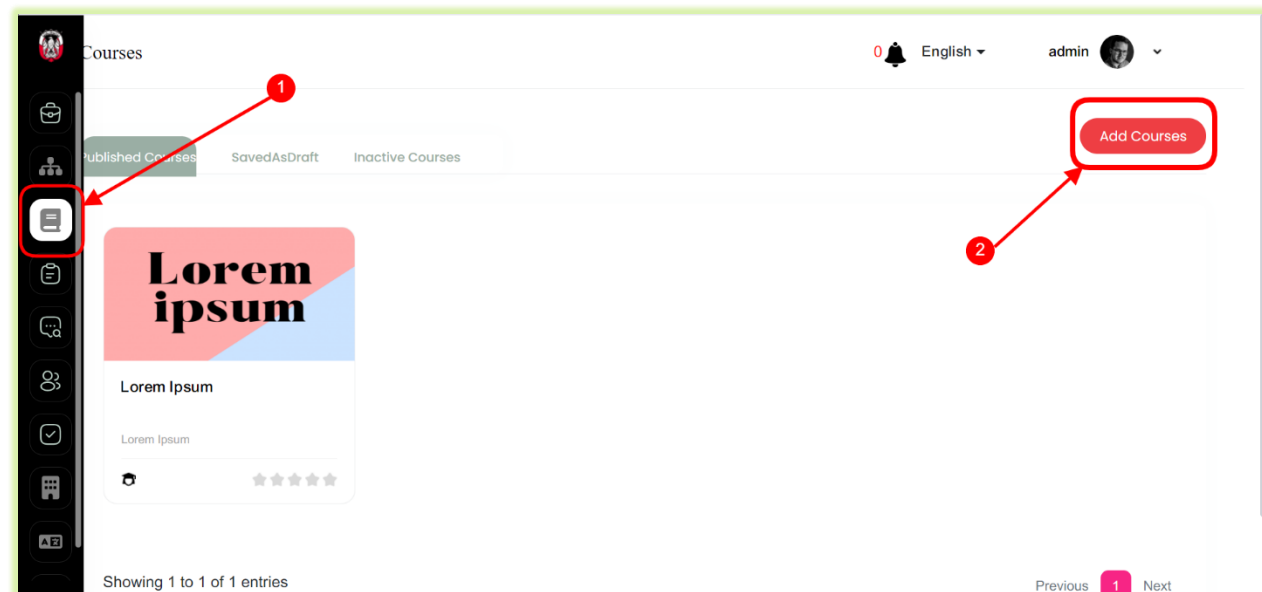
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



Send Edit Online Course Request

- Log in to the admin portal
- Click on “icon” course in sidebar.
- Click on Requested Course.
- Click on Edit Course
- Fill in the required details for the online course.
- Click on save the course

TaxRegistrationNumber: 100203645500003

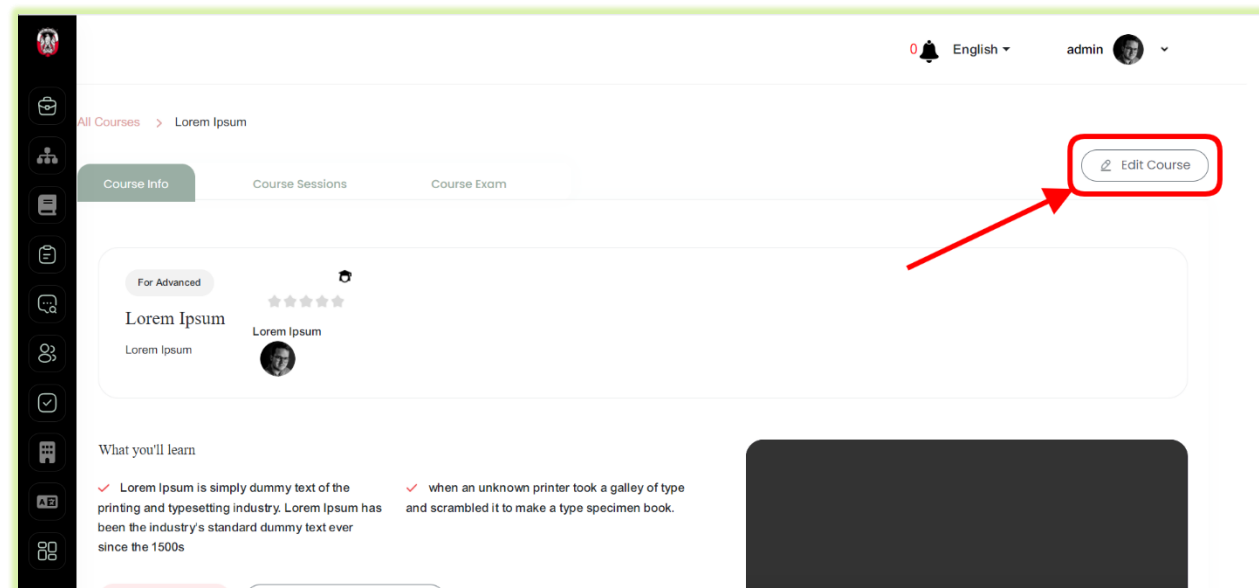
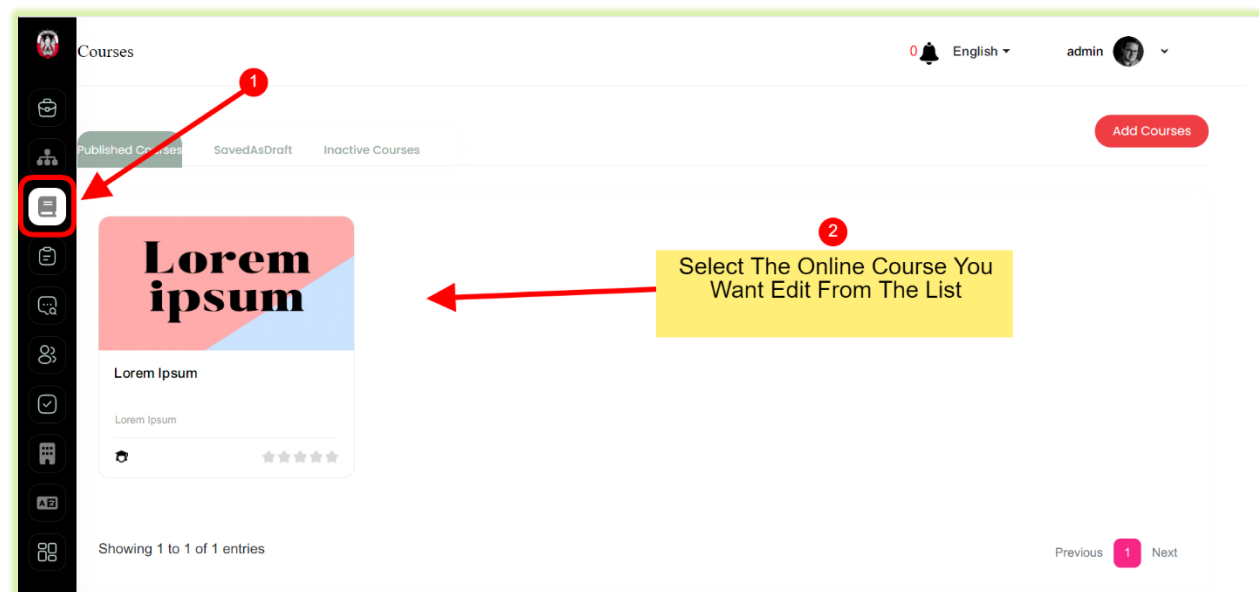
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

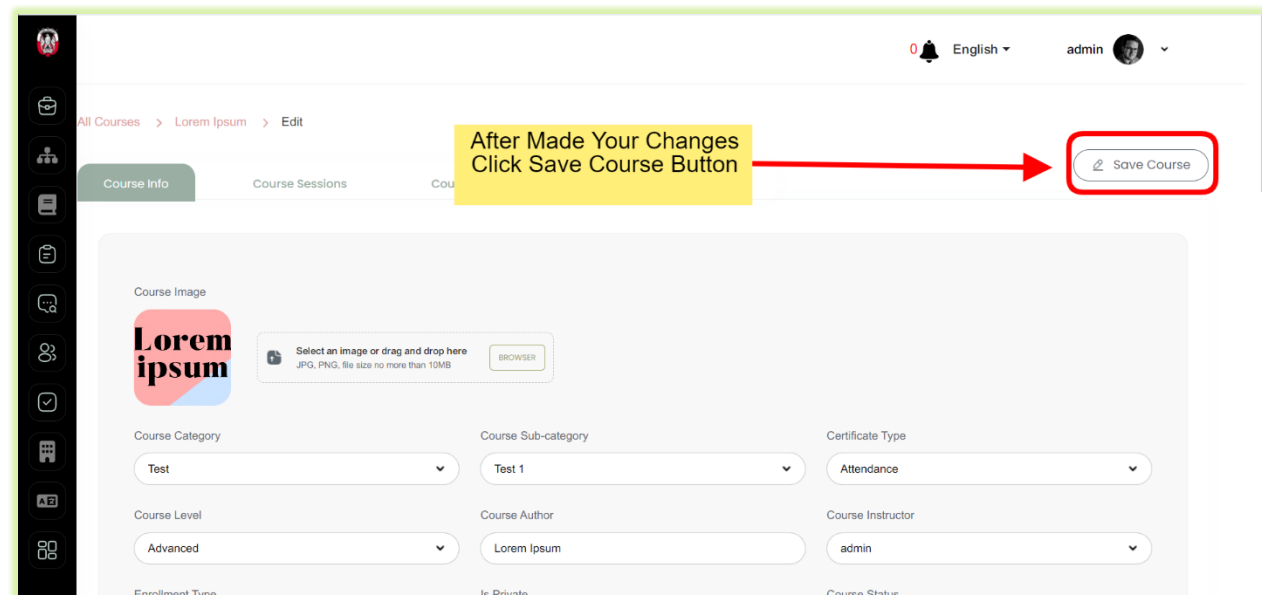
Company Tel No: +971 2 6210672

Company Name:

Company Address:

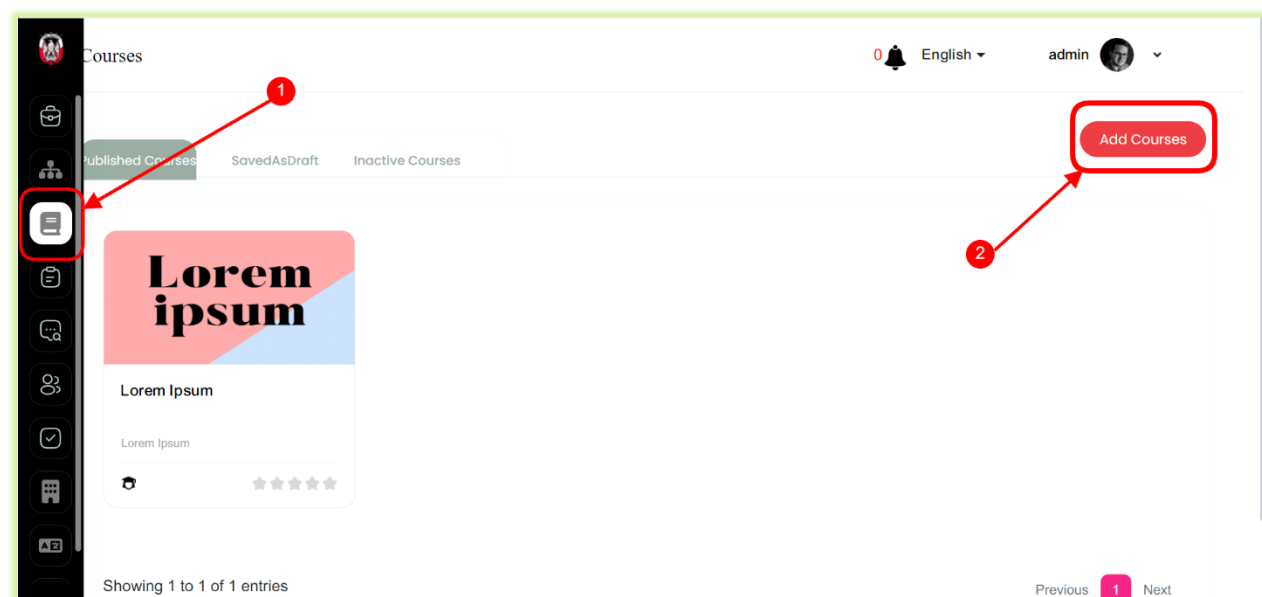
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



Save Course as draft

- Log in to the admin portal using
- Click on "icon" course in sidebar.
- Click on "Add Course" Button.
- Fill in the required details for the new Online Course.
- Click on save as draft



TaxRegistrationNumber: 100203645500003

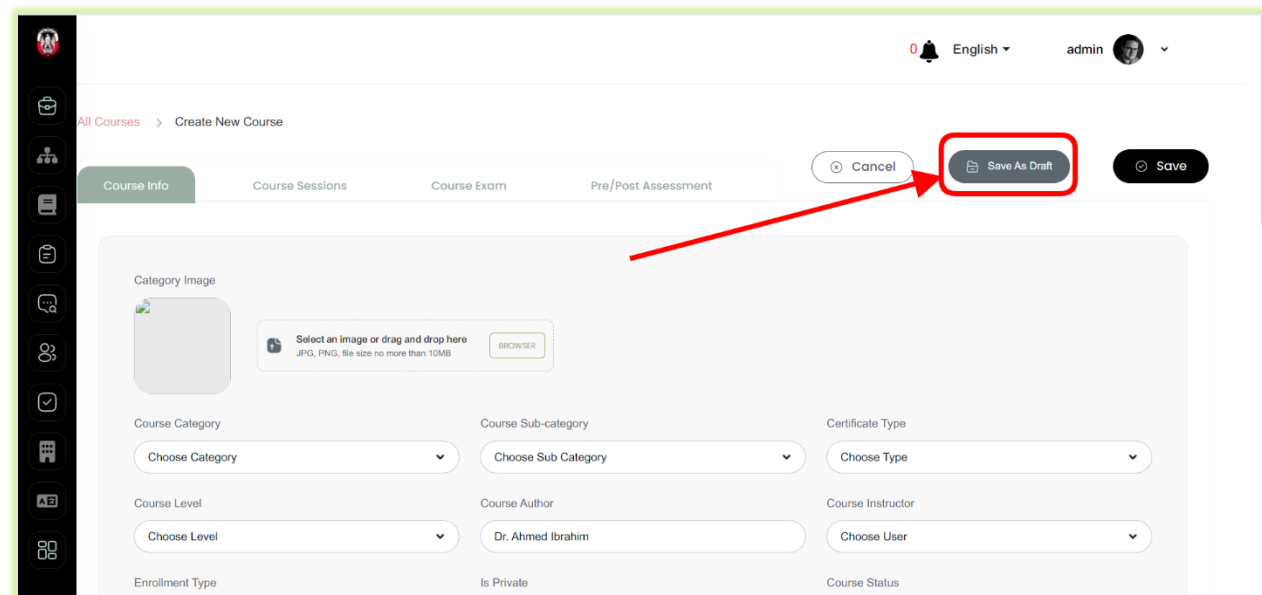
Company Tel No: +971 2 6210672

Company Name:

Company Address:

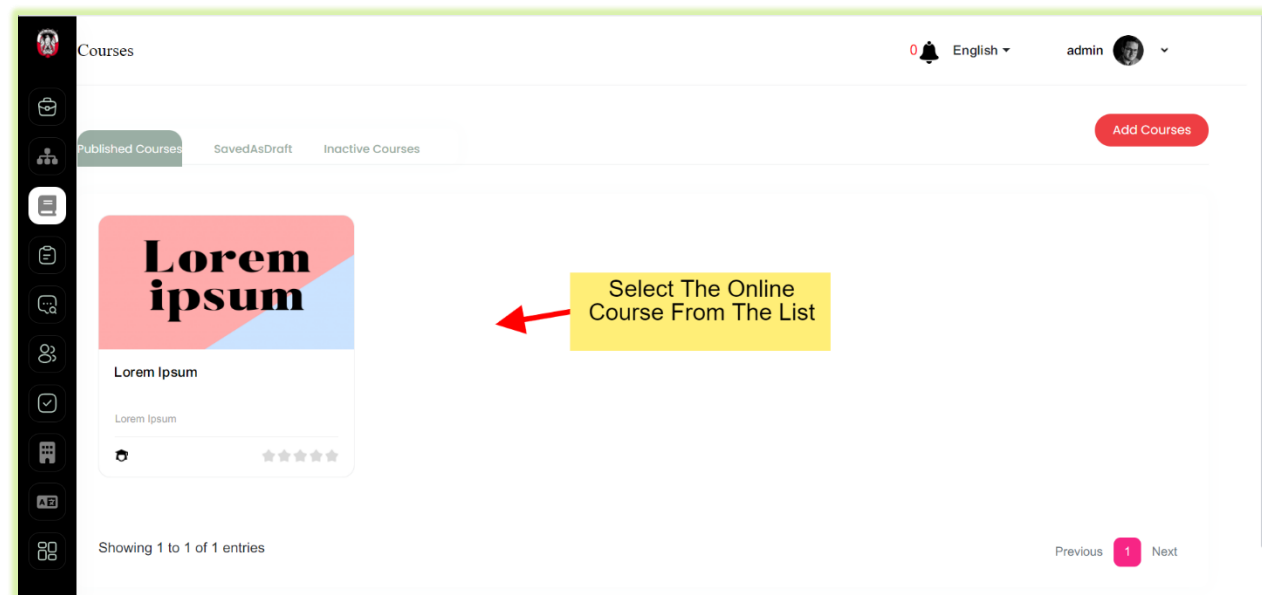
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Accept Trainee Enrollment Request

- Log in to the admin portal
- Click on “icon” course in sidebar.
- Select the course from the list
- Click on trainee list button
- The admin can accept or reject the trainee enrollment request



TaxRegistrationNumber: 100203645500003

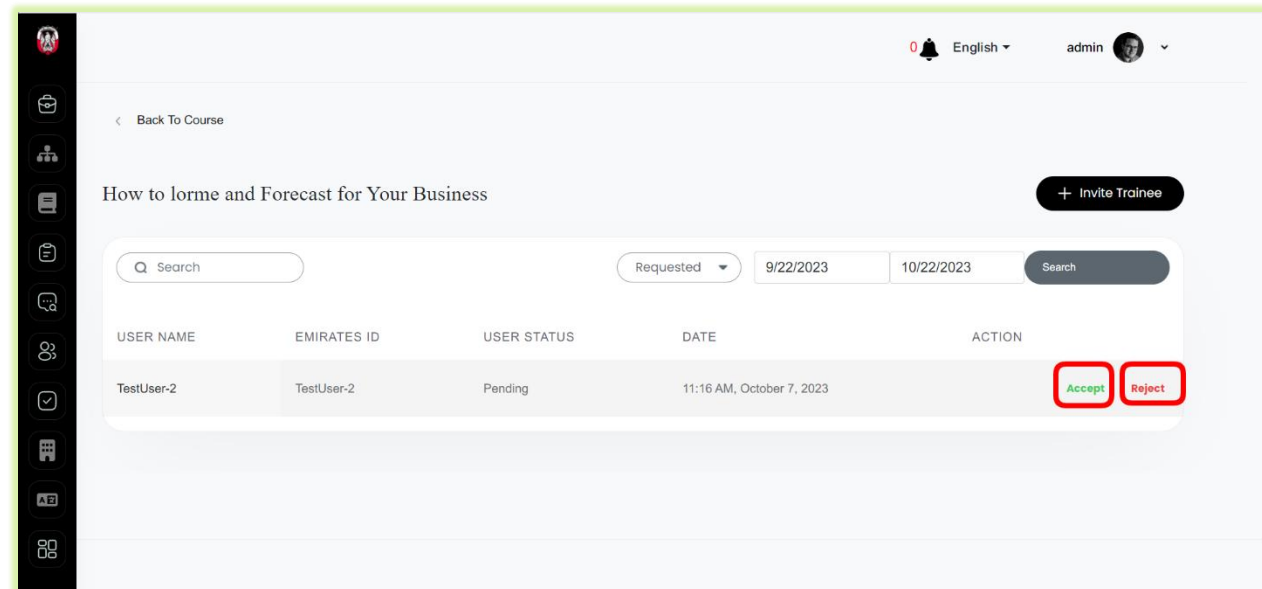
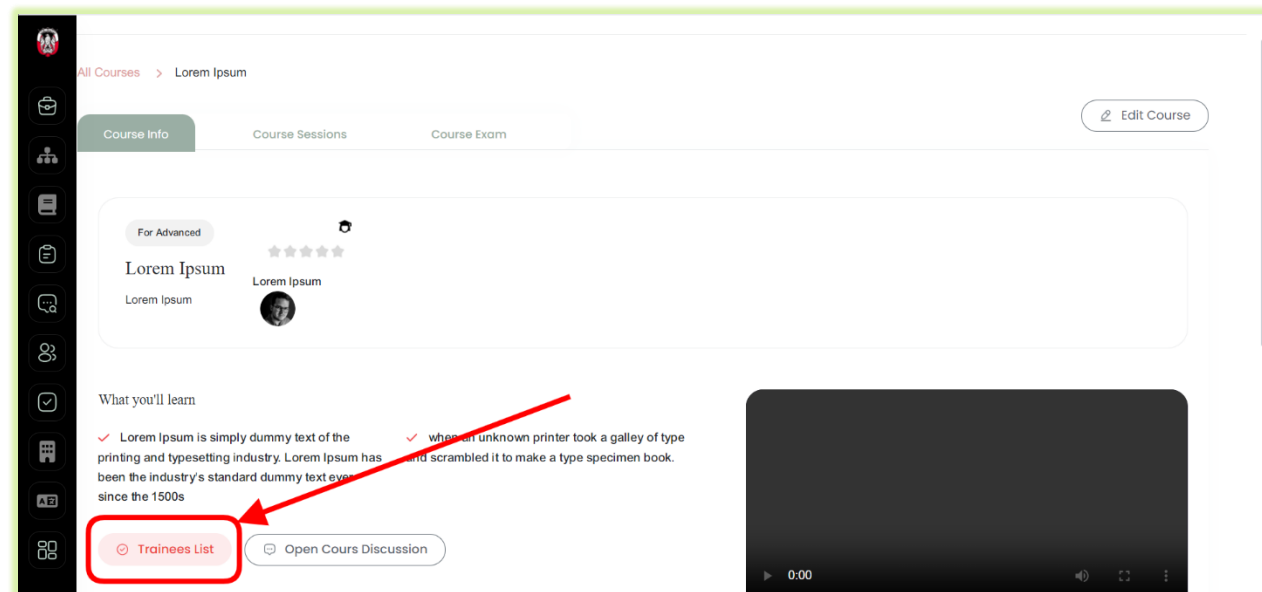
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Invite Trainee

- Log in to the admin portal
- Click on “icon” course in sidebar.
- Select the course from the list
- Click on trainee list button
- Click on Invite Trainee Button
- Fill The required Fields
- Click Invite

TaxRegistrationNumber: 100203645500003

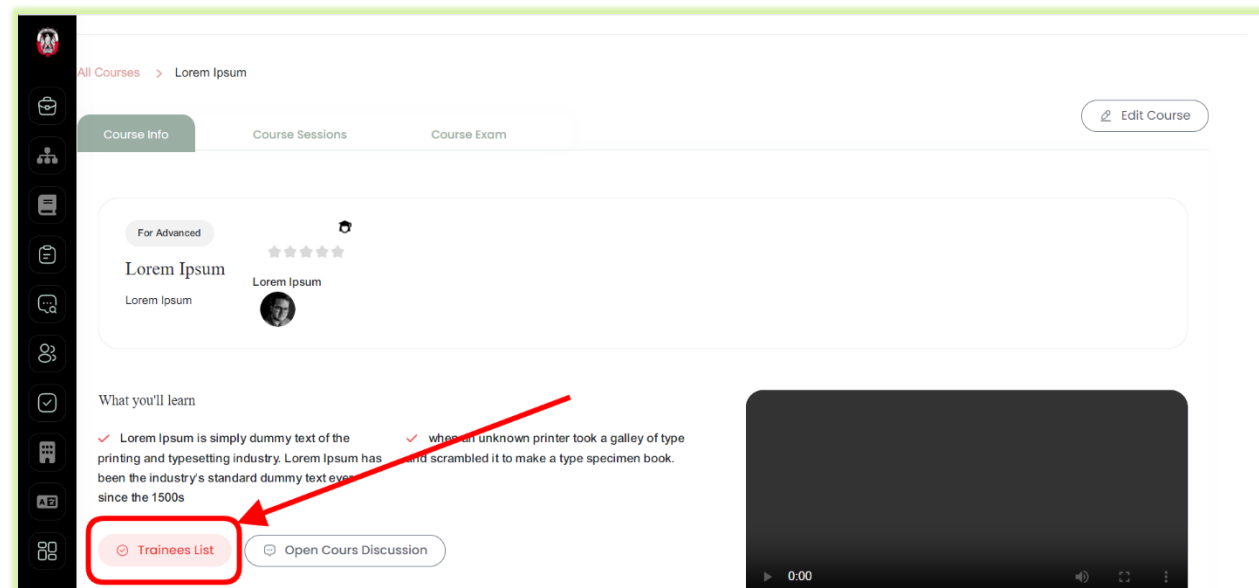
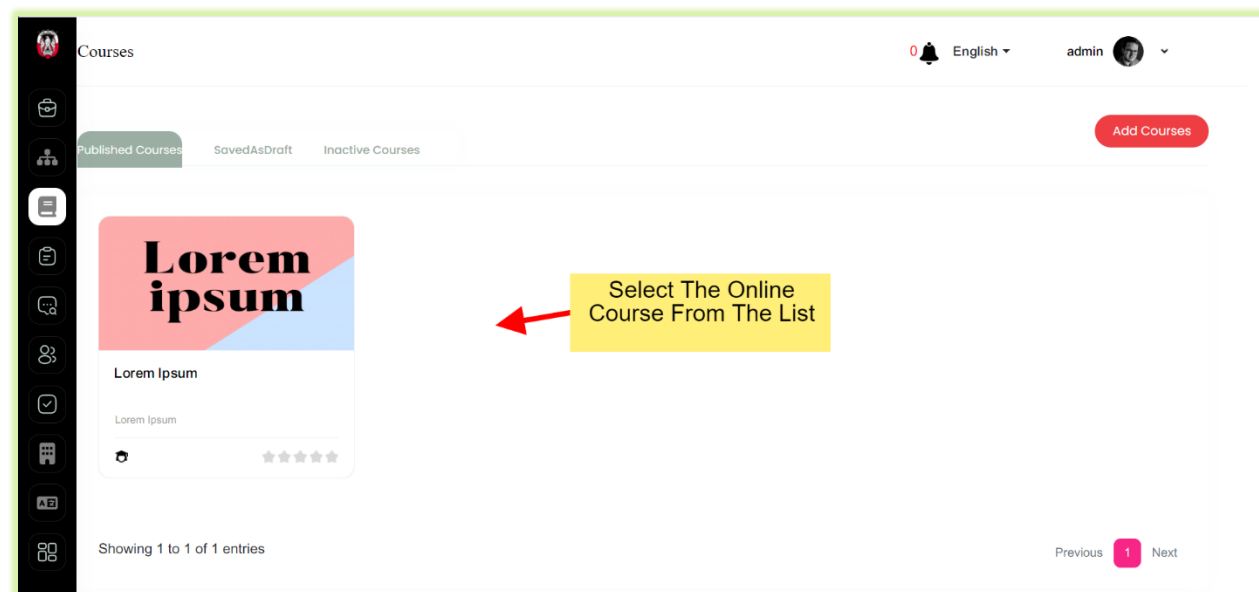
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

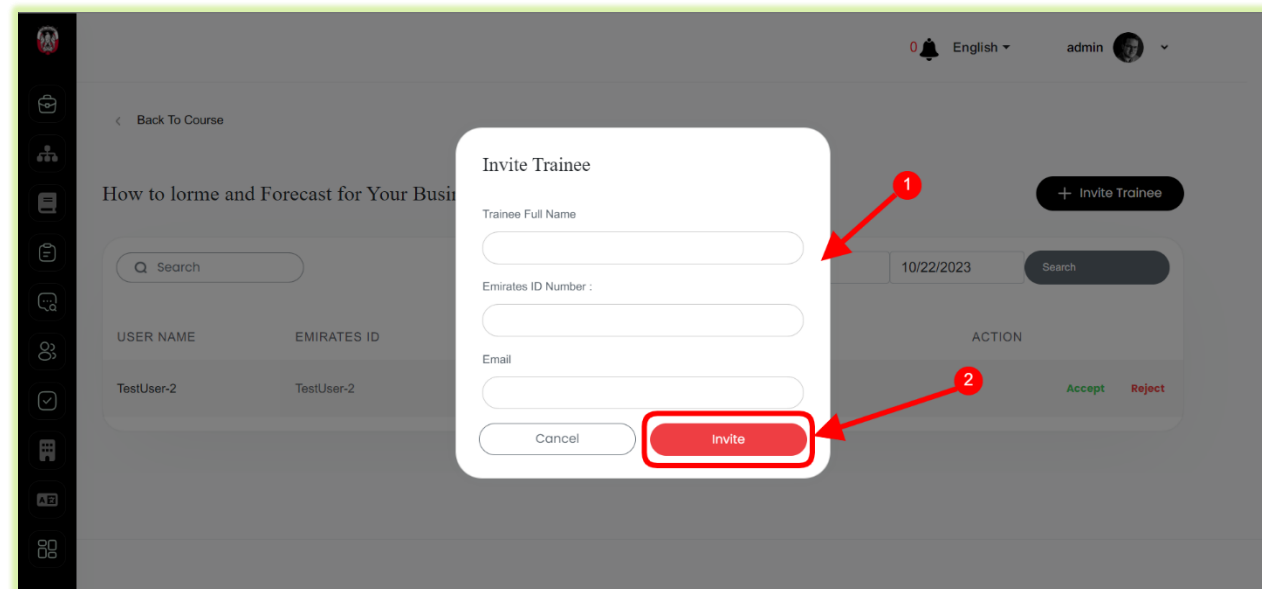
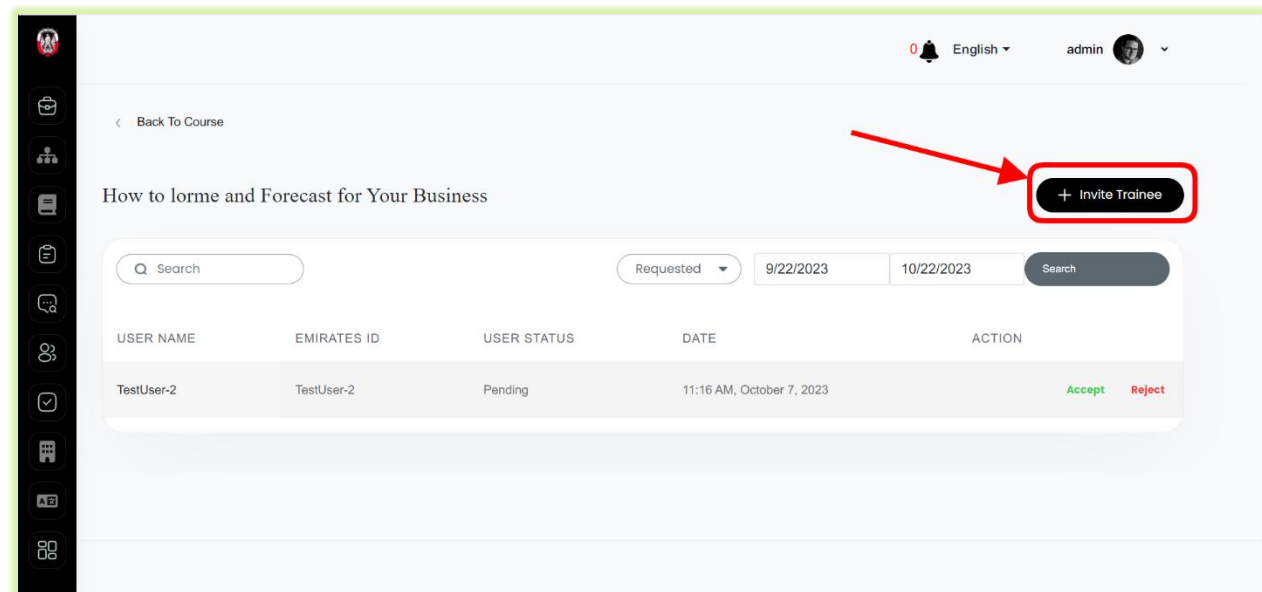
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Offline Course

Trainee Portal

EFST Organization admin Can generate certificate for the trainee

- Access the trainee portal.
- Navigate to EFST Program tab

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

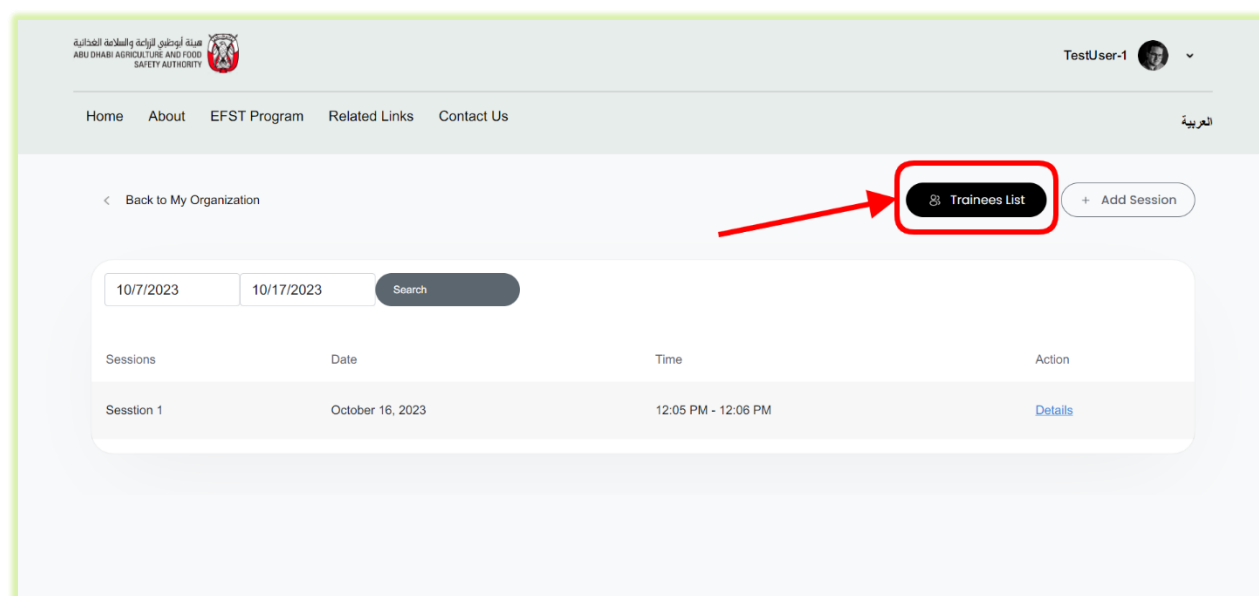
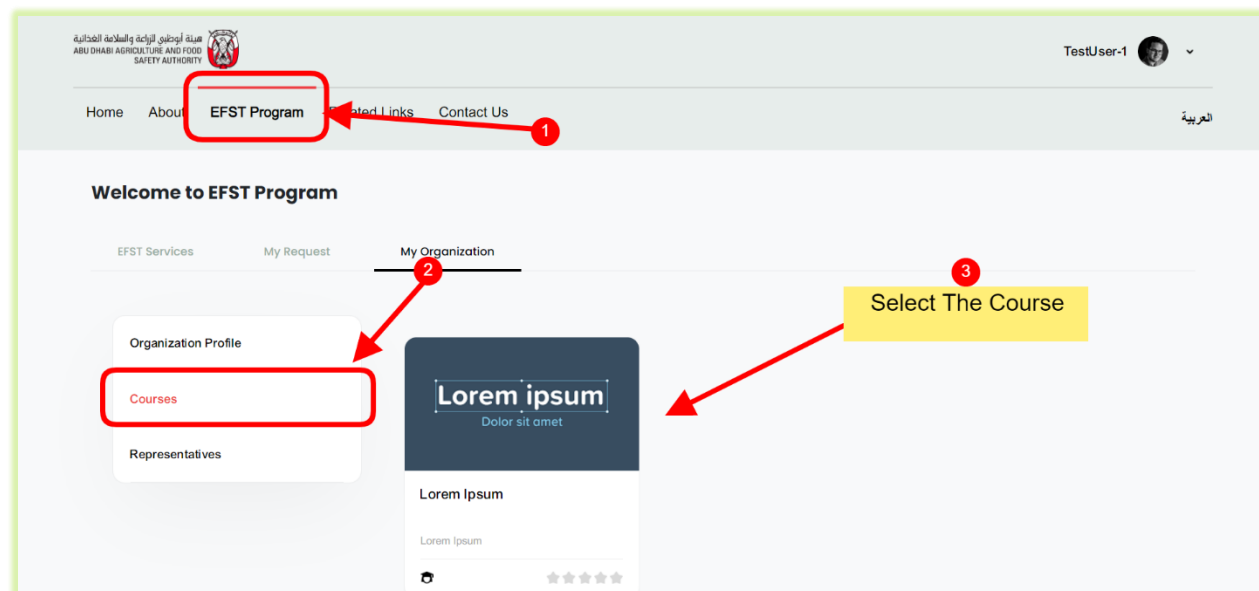
Company Name:

Company Address:

Blackstone Information Technologies LLC

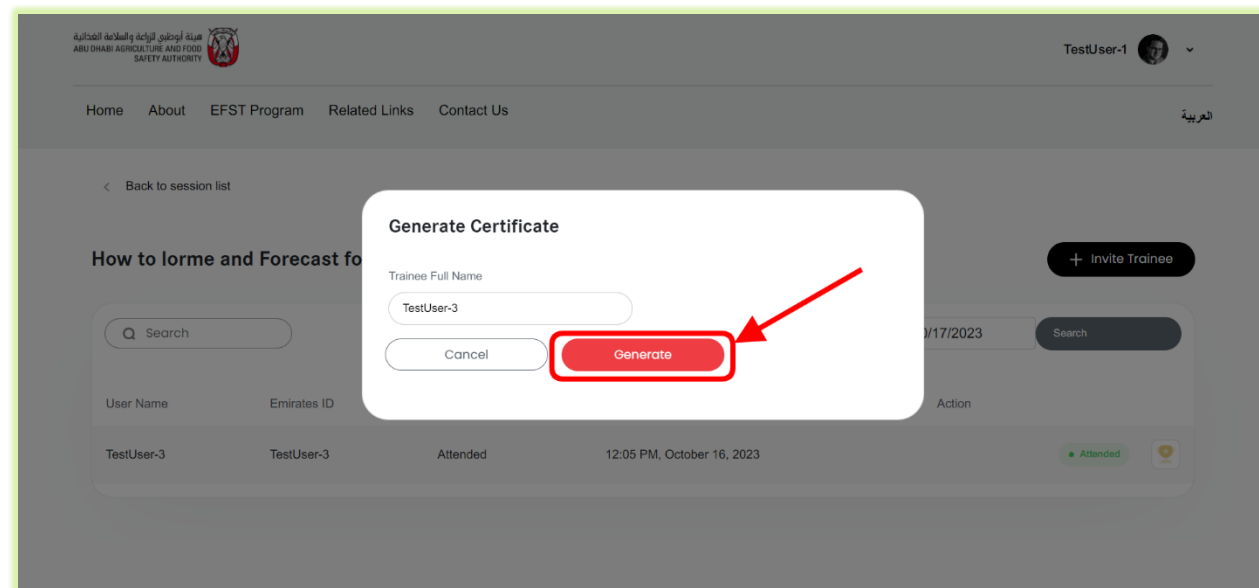
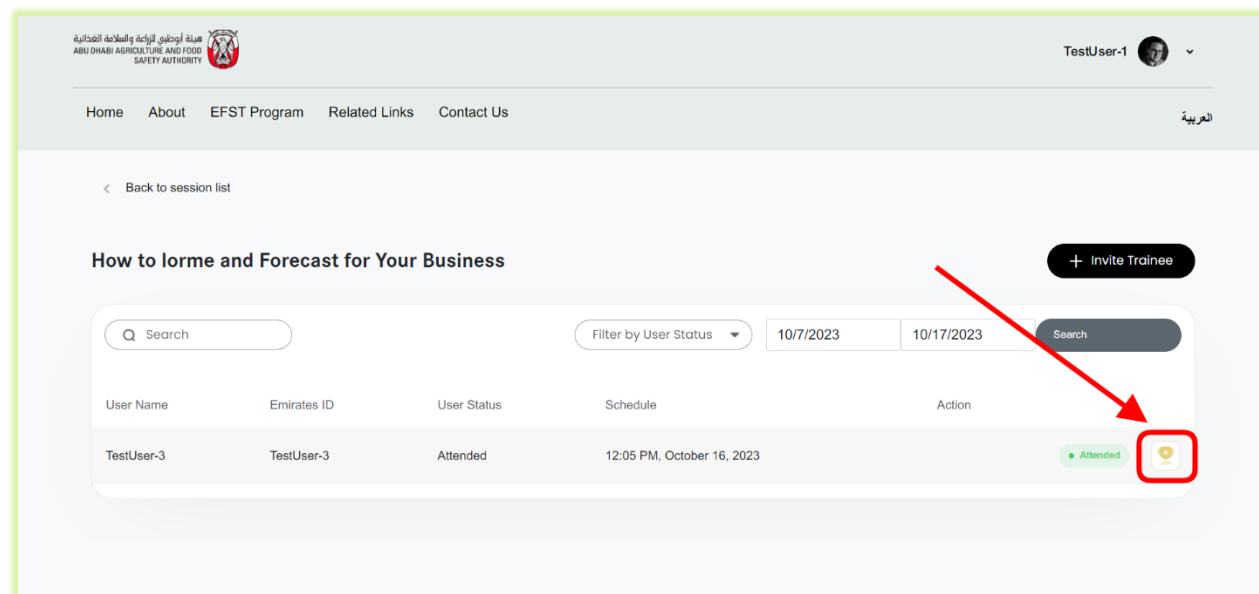
Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Click on courses
- Click on Trainees List
- Find the enrolled trainees
- Click on generate certificate icon
- Submit the form



TaxRegistrationNumber: 100203645500003
Company Tel No: +971 2 6210672

Company Name: Blackstone Information Technologies LLC
Company Address: Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Trainee can access the offline course certificates

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Select from the course list
- Click on Certificate tab
- Training and exam certificates will be accessible after the EFST admin generate it

TaxRegistrationNumber: 100203645500003

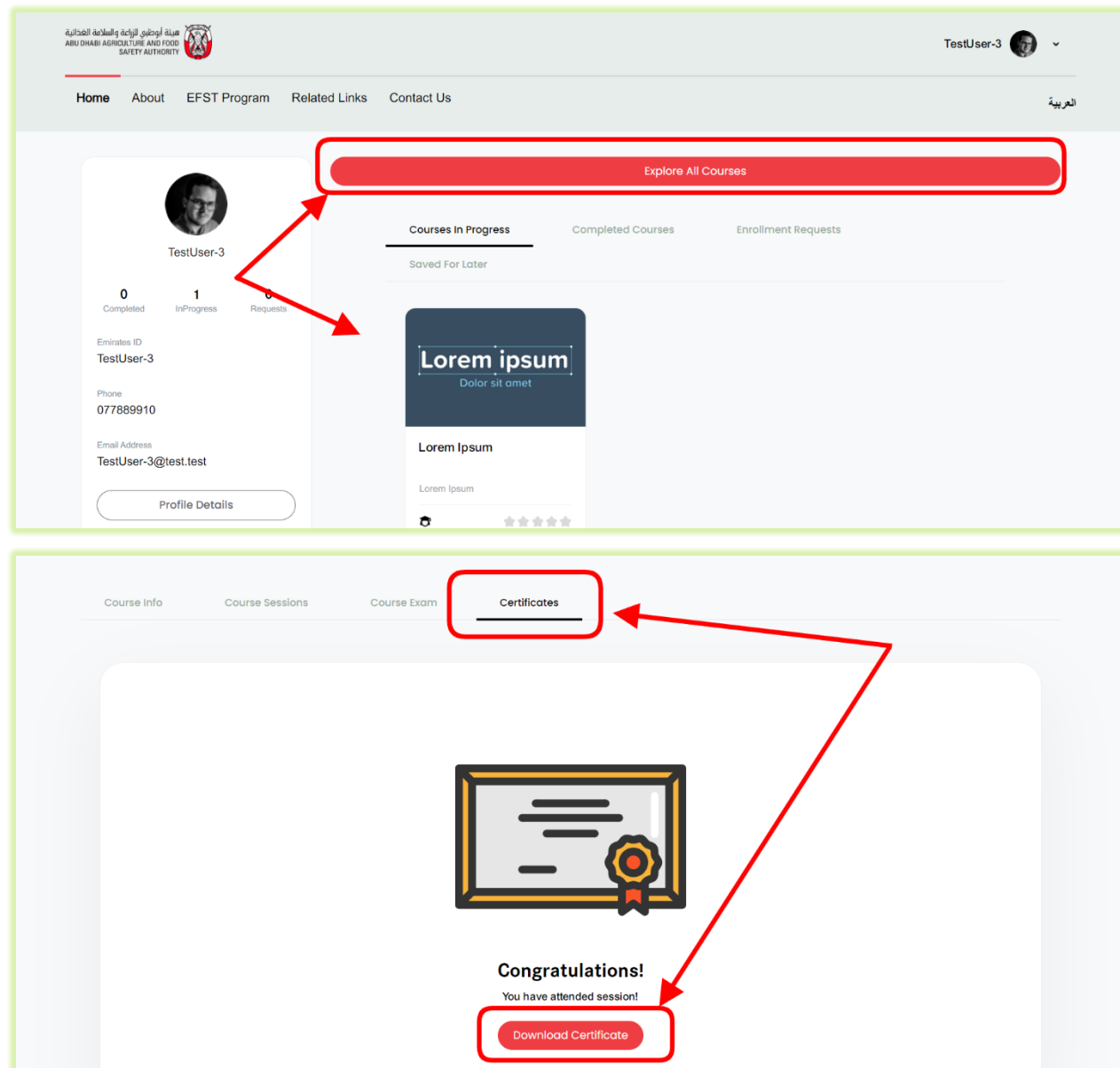
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Admin Portal

Send New Offline Course Request

- Log in to the admin portal
- Click on "icon" course in sidebar.
- Click on "Add Course" Button.

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

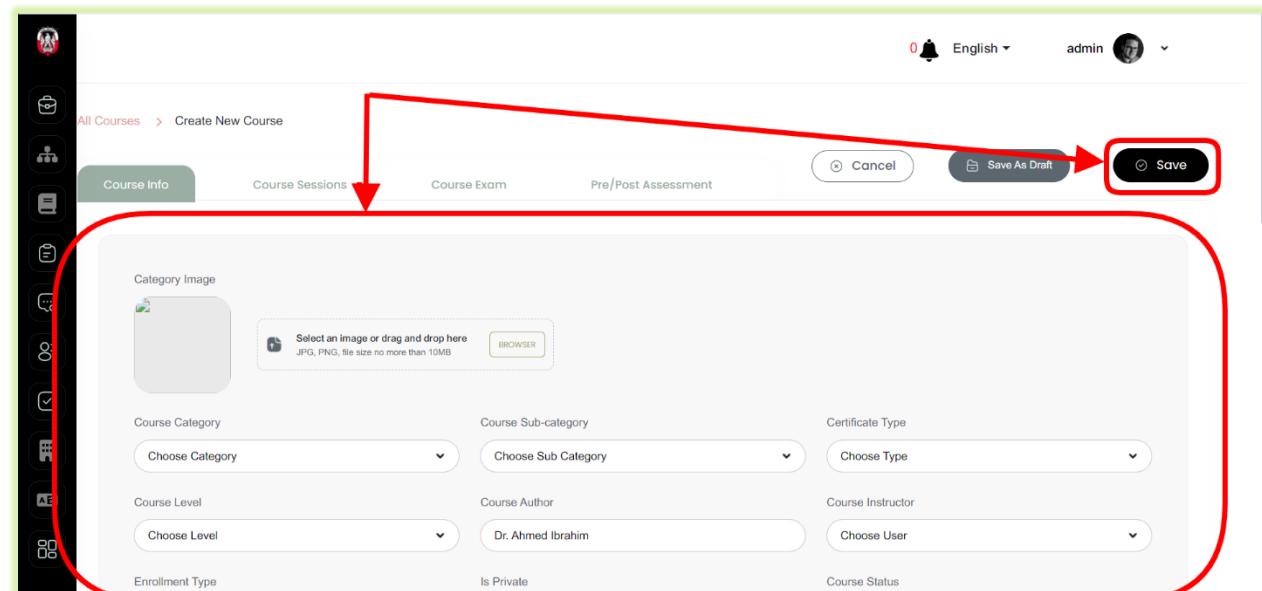
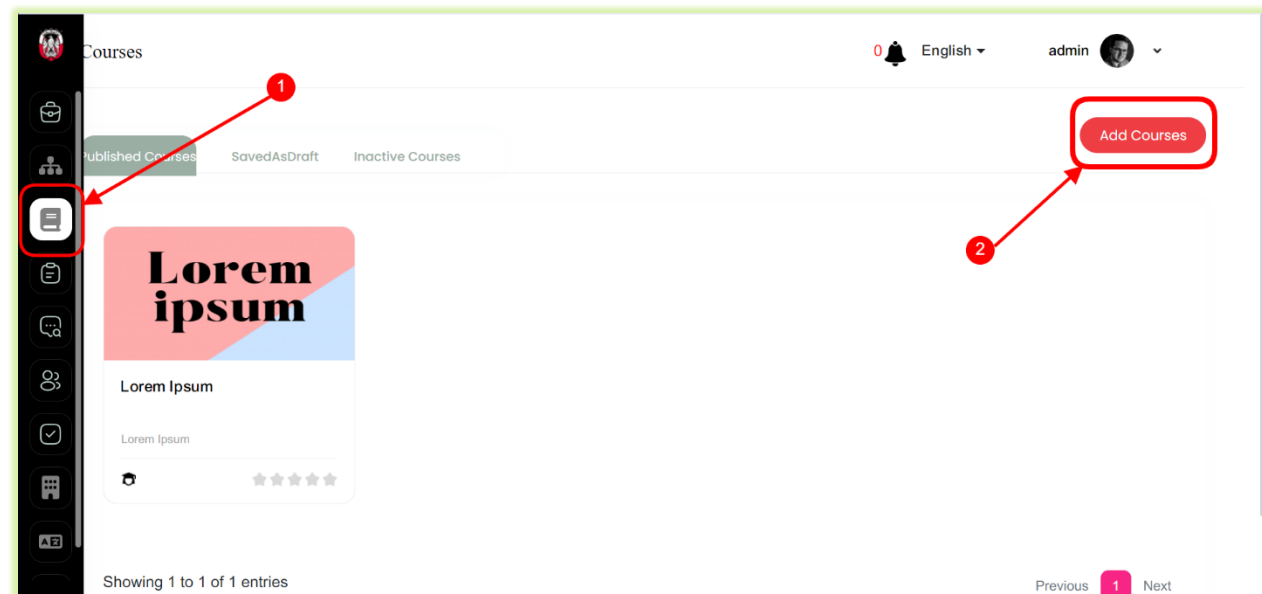
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Fill in the required details for the new offline course.
- Click on save the course



Send Edit Online Course Request

- Log in to the admin portal
- Click on “icon” course in sidebar.
- Click on Requested Course.
- Click on Edit Course

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

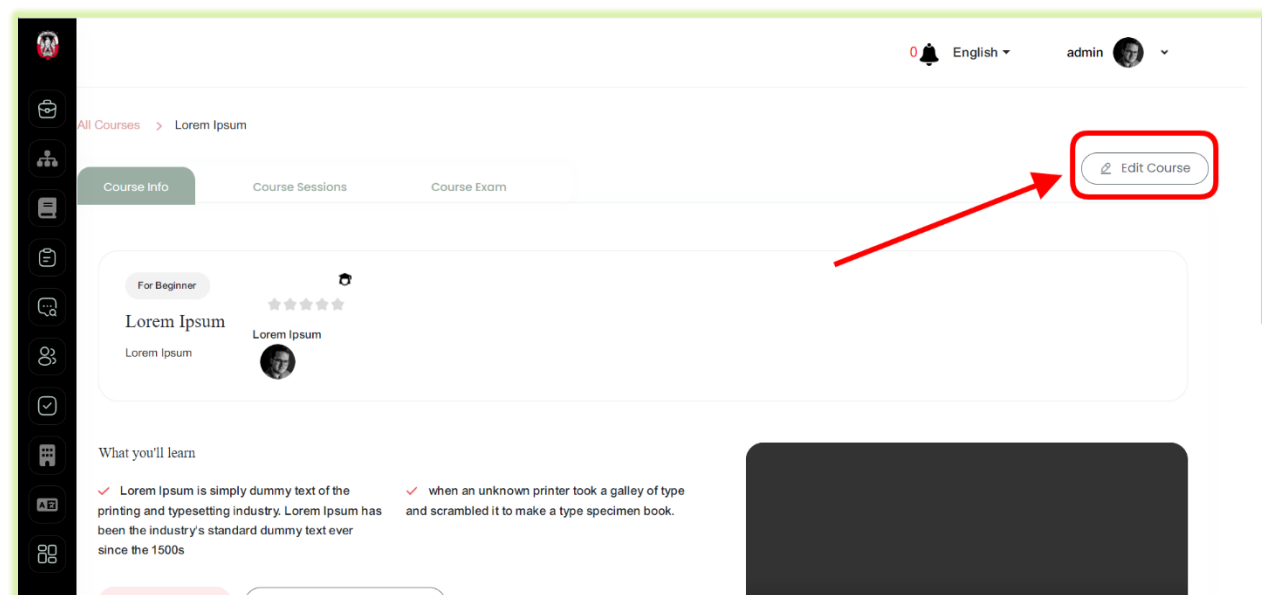
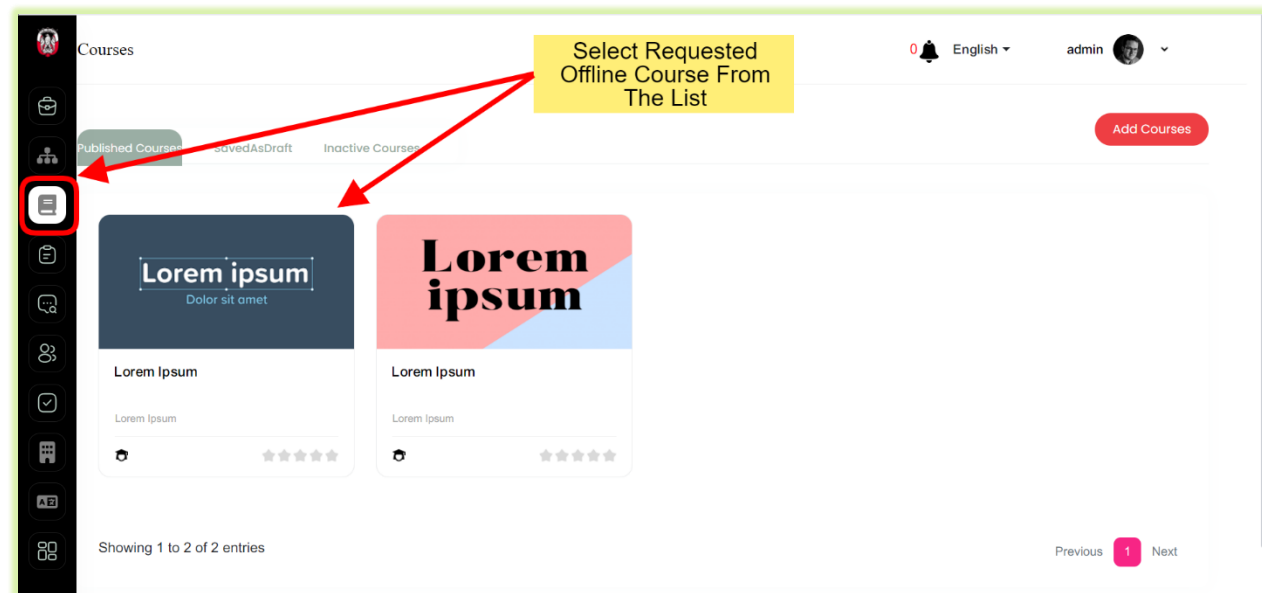
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Fill in the required details for the online course.
- Click on save the course



TaxRegistrationNumber: 100203645500003

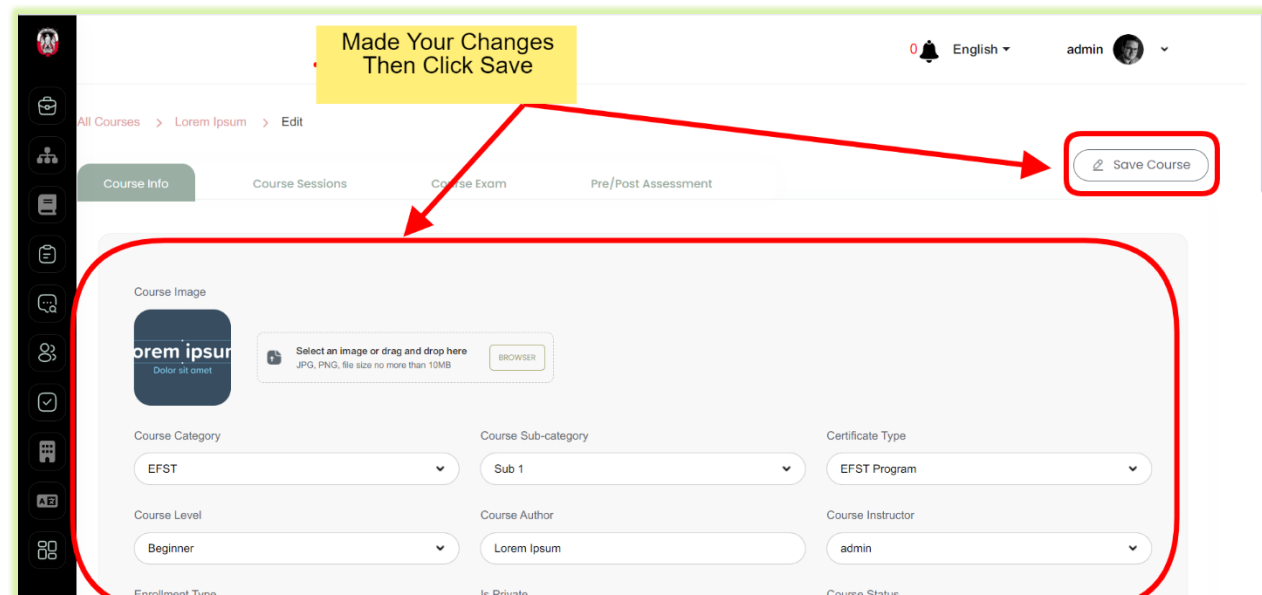
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Made Your Changes Then Click Save

Save Course

Course Image

Select an image or drag and drop here
JPG, PNG, file size no more than 10MB

BROWSE

Course Category: EFST

Course Sub-category: Sub 1

Certificate Type: EFST Program

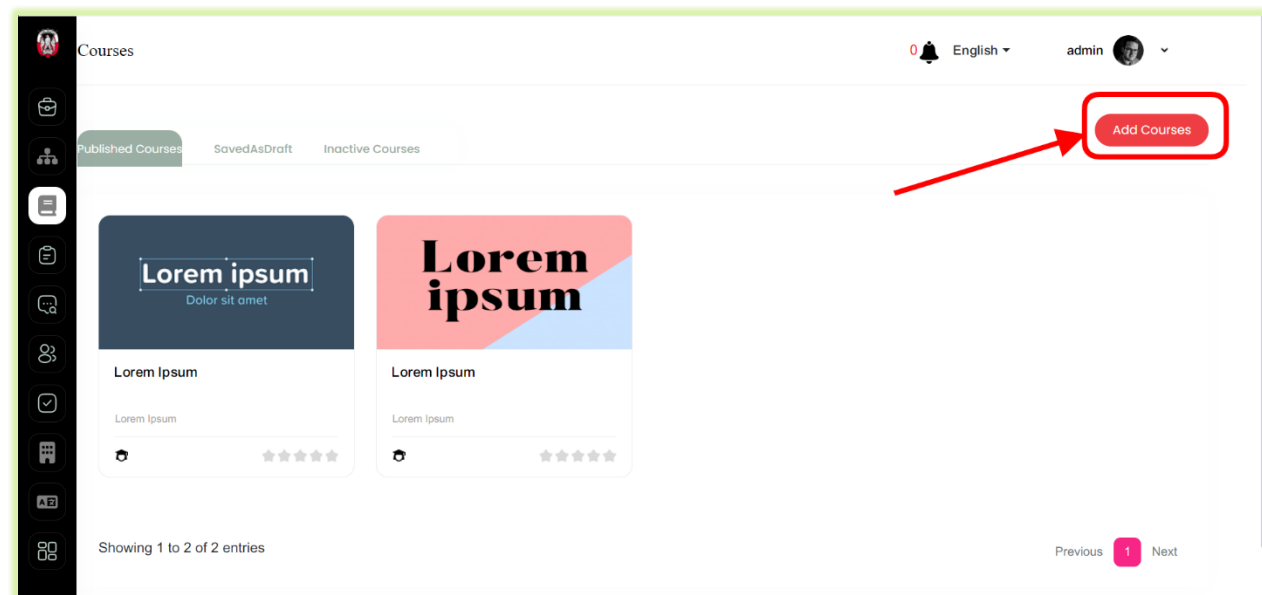
Course Level: Beginner

Course Author: Lorem Ipsum

Course Instructor: admin

Save Offline Course as draft

- Log in to the admin portal using
- Click on "icon" course in sidebar.
- Click on "Add Course" Button.
- Fill in the required details for the new Offline Course.
- Click on save as draft



Add Courses

Published Courses

SavedAsDraft

Inactive Courses

Showing 1 to 2 of 2 entries

Previous 1 Next

TaxRegistrationNumber: 100203645500003

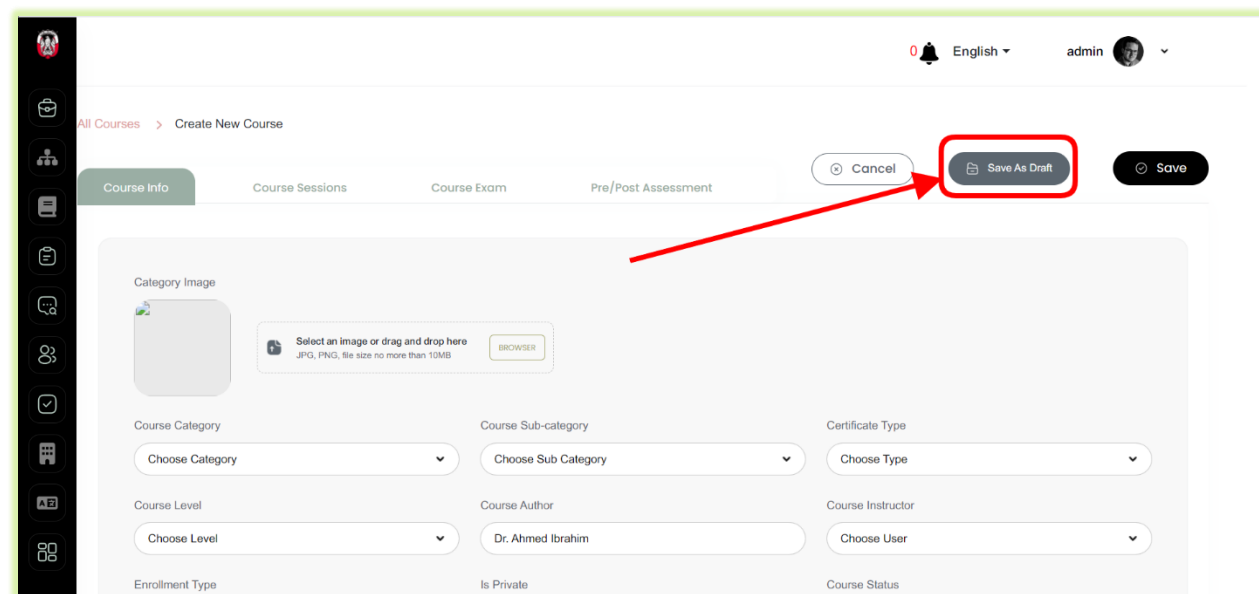
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



The screenshot shows the 'Create New Course' form in the ADFAFS Portal. The form is divided into several sections: 'Course Info', 'Course Sessions', 'Course Exam', and 'Pre/Post Assessment'. The 'Course Info' section is active. It contains a 'Category Image' field with a 'BROWSE' button. Below this are three rows of dropdown menus: 'Course Category' (Choose Category), 'Course Sub-category' (Choose Sub Category), and 'Certificate Type' (Choose Type). The next row contains 'Course Level' (Choose Level), 'Course Author' (Dr. Ahmed Ibrahim), and 'Course Instructor' (Choose User). The final row contains 'Enrollment Type', 'Is Private', and 'Course Status'. At the top right of the form, there are three buttons: 'Cancel', 'Save As Draft' (highlighted with a red box and a red arrow), and 'Save'.

Reports

Admin Portal

Course Report

- Log in to the admin
- Click The Bag Icon In The Let Bar
- First Tab

TaxRegistrationNumber: 100203645500003

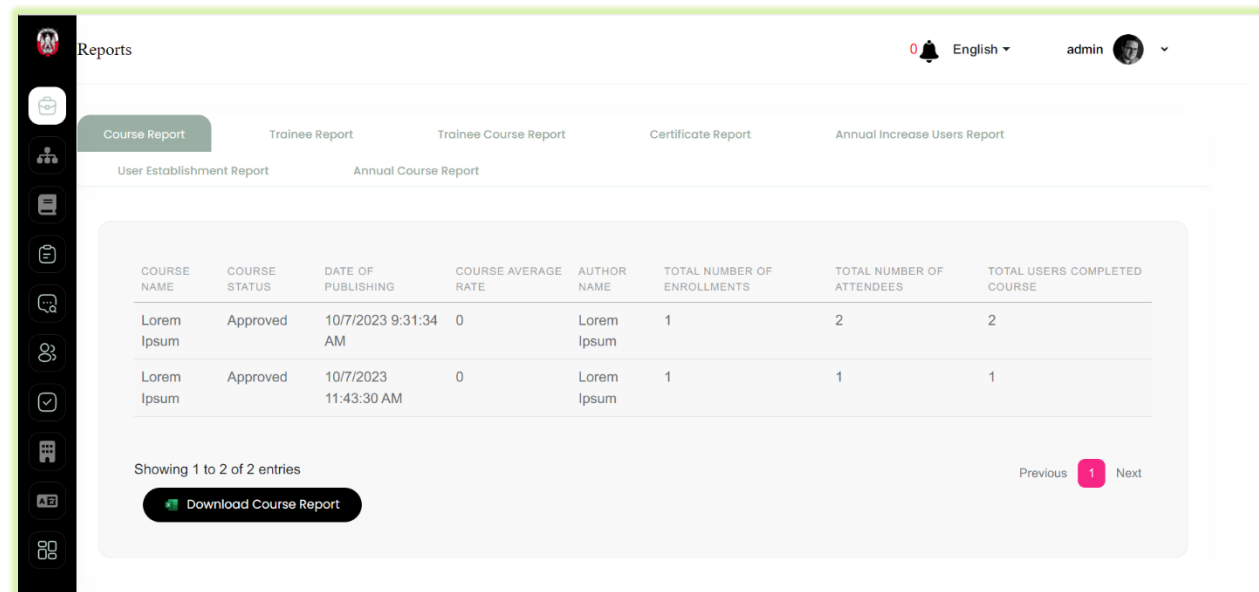
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Reports

0 English admin

Course Report Trainee Report Trainee Course Report Certificate Report Annual Increase Users Report

User Establishment Report Annual Course Report

COURSE NAME	COURSE STATUS	DATE OF PUBLISHING	COURSE AVERAGE RATE	AUTHOR NAME	TOTAL NUMBER OF ENROLLMENTS	TOTAL NUMBER OF ATTENDEES	TOTAL USERS COMPLETED COURSE
Lorem Ipsum	Approved	10/7/2023 9:31:34 AM	0	Lorem Ipsum	1	2	2
Lorem Ipsum	Approved	10/7/2023 11:43:30 AM	0	Lorem Ipsum	1	1	1

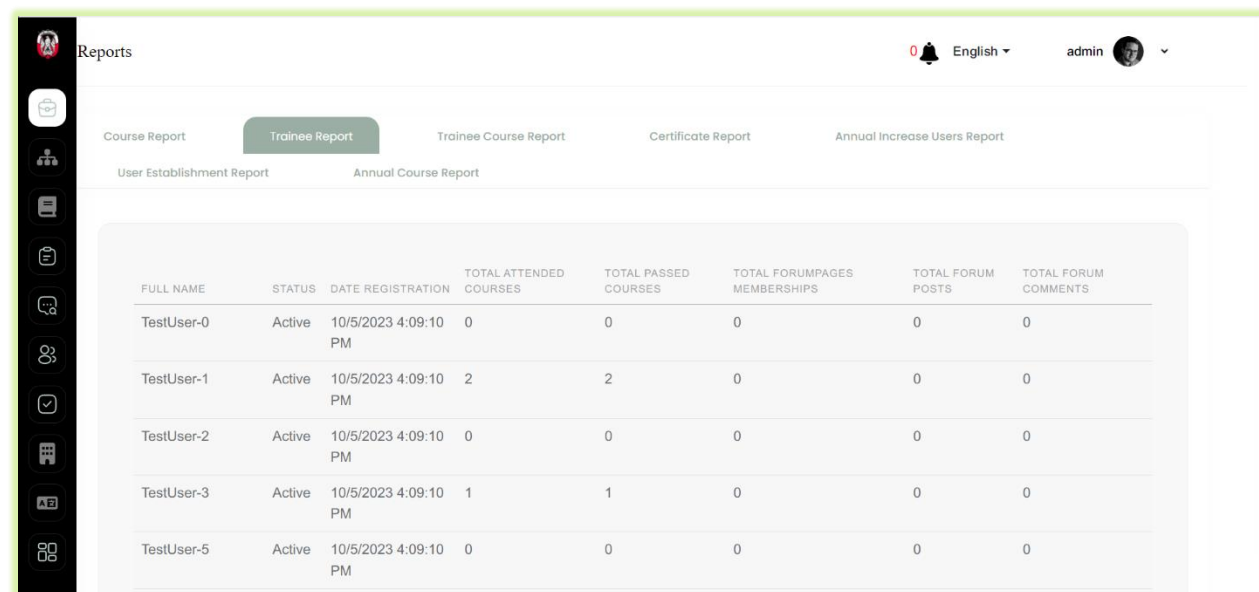
Showing 1 to 2 of 2 entries

Download Course Report

Previous 1 Next

Trainee Report

- Log in to the admin
- Click The Bag Icon In The Let Bar
- Second Tab



Reports

0 English admin

Course Report Trainee Report Trainee Course Report Certificate Report Annual Increase Users Report

User Establishment Report Annual Course Report

FULL NAME	STATUS	DATE REGISTRATION	TOTAL ATTENDED COURSES	TOTAL PASSED COURSES	TOTAL FORUMPAGES MEMBERSHIPS	TOTAL FORUM POSTS	TOTAL FORUM COMMENTS
TestUser-0	Active	10/5/2023 4:09:10 PM	0	0	0	0	0
TestUser-1	Active	10/5/2023 4:09:10 PM	2	2	0	0	0
TestUser-2	Active	10/5/2023 4:09:10 PM	0	0	0	0	0
TestUser-3	Active	10/5/2023 4:09:10 PM	1	1	0	0	0
TestUser-5	Active	10/5/2023 4:09:10 PM	0	0	0	0	0

Trainee Course Report

- Log in to the admin
- Click The Bag Icon In The Let Bar
- Third Tab

TaxRegistrationNumber: 100203645500003

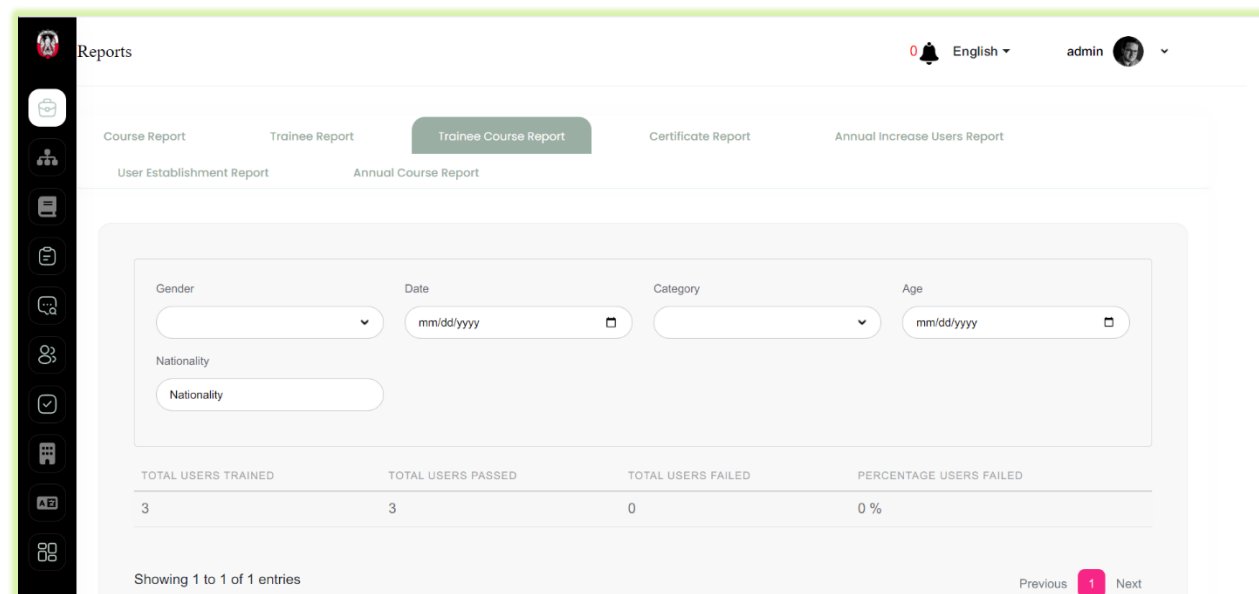
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Reports

0 English admin

Course Report Trainee Report **Trainee Course Report** Certificate Report Annual Increase Users Report

User Establishment Report Annual Course Report

Gender Date Category Age

Nationality

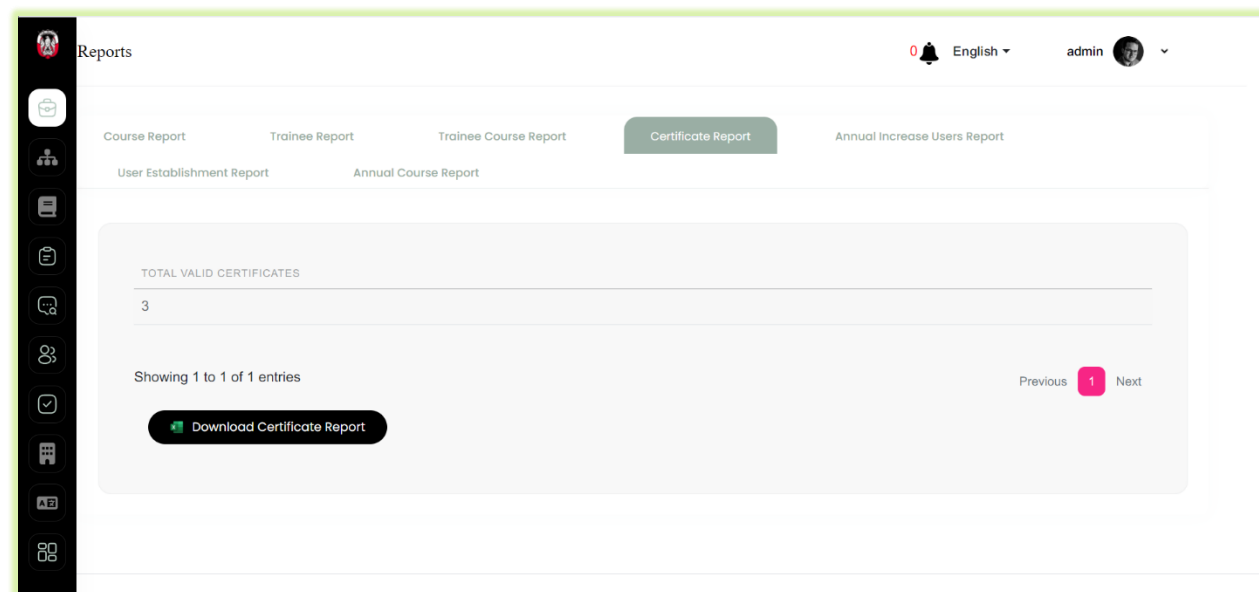
TOTAL USERS TRAINED	TOTAL USERS PASSED	TOTAL USERS FAILED	PERCENTAGE USERS FAILED
3	3	0	0 %

Showing 1 to 1 of 1 entries

Previous 1 Next

Certificate Report

- Log in to the admin
- Click The Bag Icon In The Let Bar
- Fourth Tab



Reports

0 English admin

Course Report Trainee Report Trainee Course Report **Certificate Report** Annual Increase Users Report

User Establishment Report Annual Course Report

TOTAL VALID CERTIFICATES

3

Showing 1 to 1 of 1 entries

Download Certificate Report

Previous 1 Next

Annual Increase Users Report

- Log in to the admin
- Click The Bag Icon In The Let Bar
- Five Tab

TaxRegistrationNumber: 100203645500003

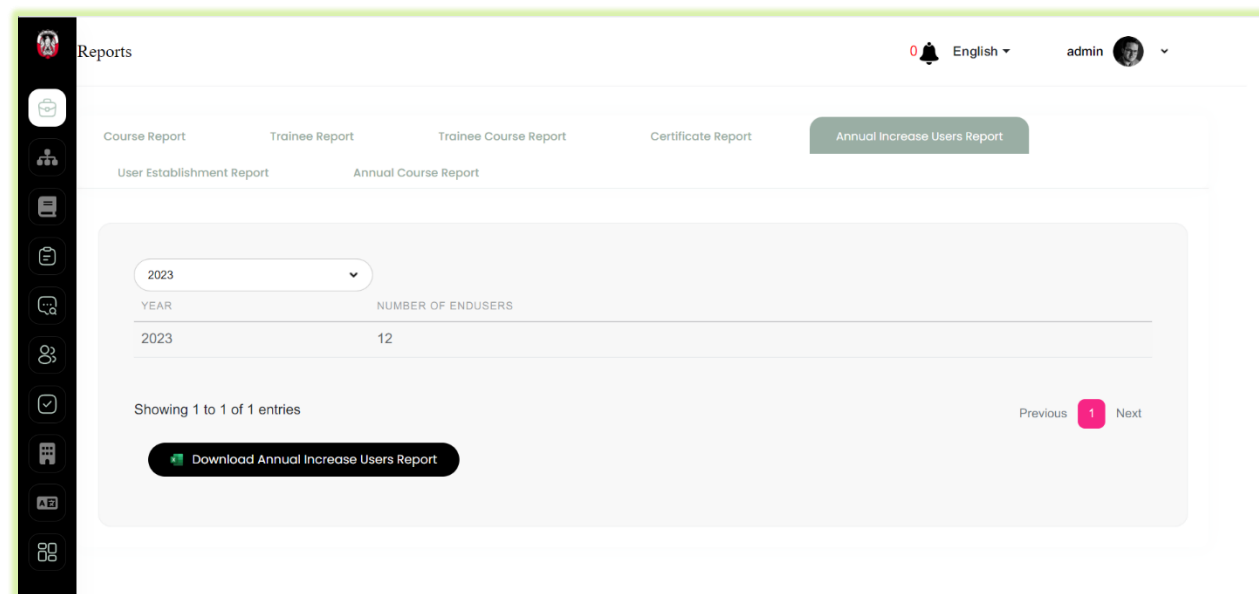
Company Tel No: +971 2 6210672

Company Name:

Company Address:

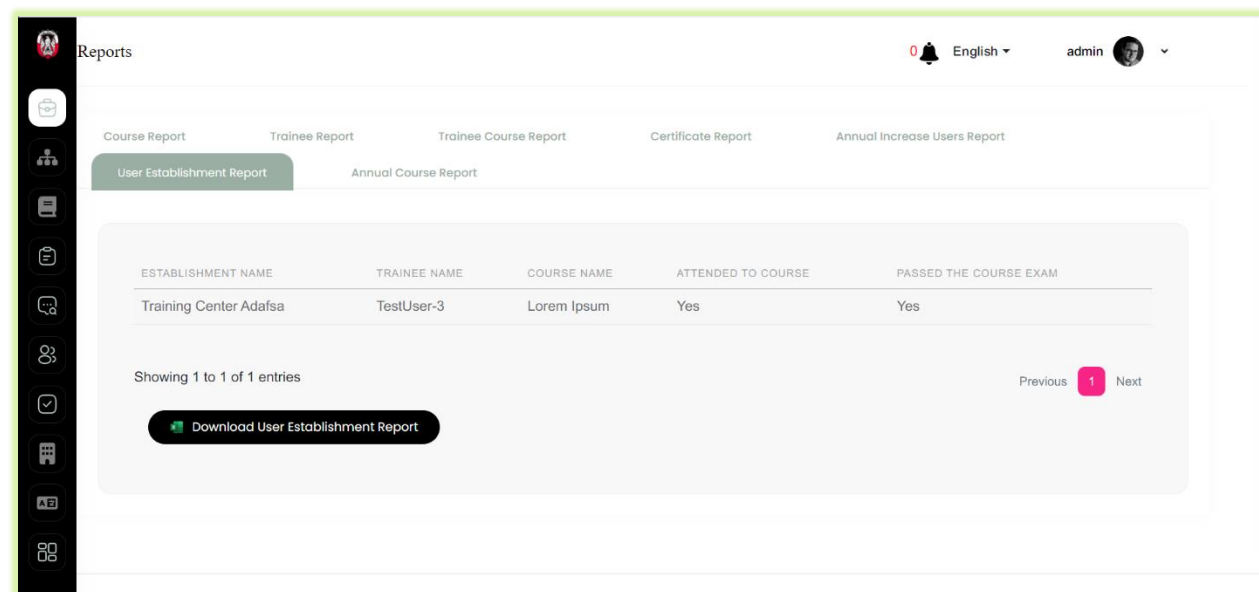
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



User Establishment Report

- Log in to the admin
- Click The Bag Icon In The Let Bar
- Six Tab



Annual Course Report

- Log in to the admin
- Click The Bag Icon In The Let Bar
- Last Tab

TaxRegistrationNumber: 100203645500003

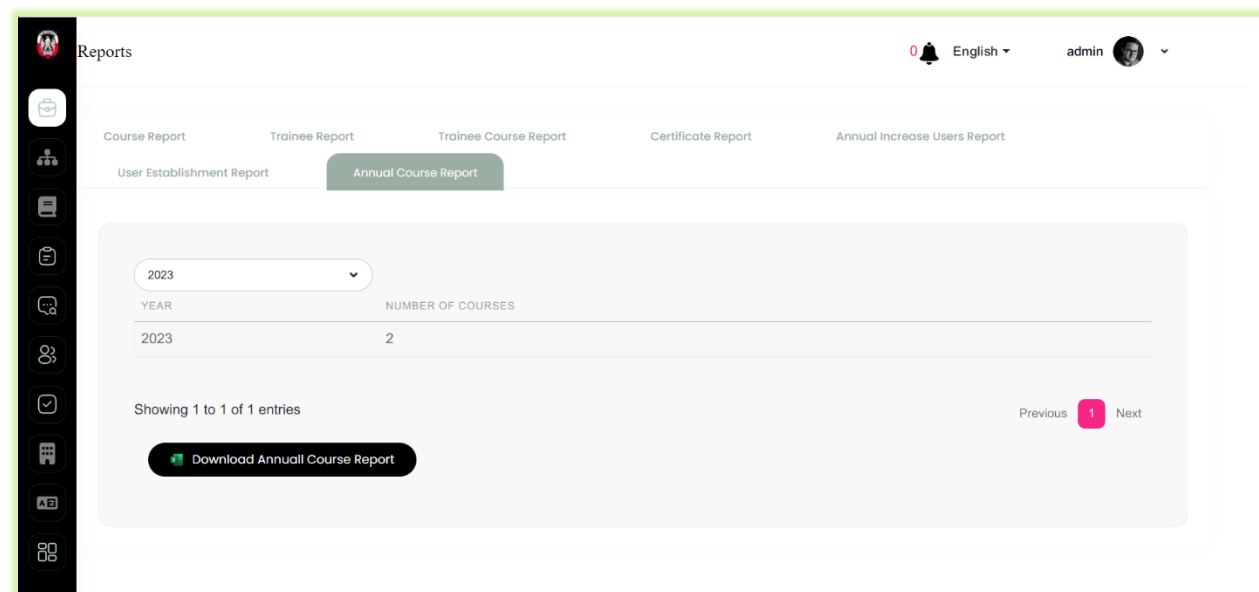
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Request

Admin Portal

View Requests List

- Access the trainee portal.
- Locate Requests in the sidebar

TaxRegistrationNumber: 100203645500003

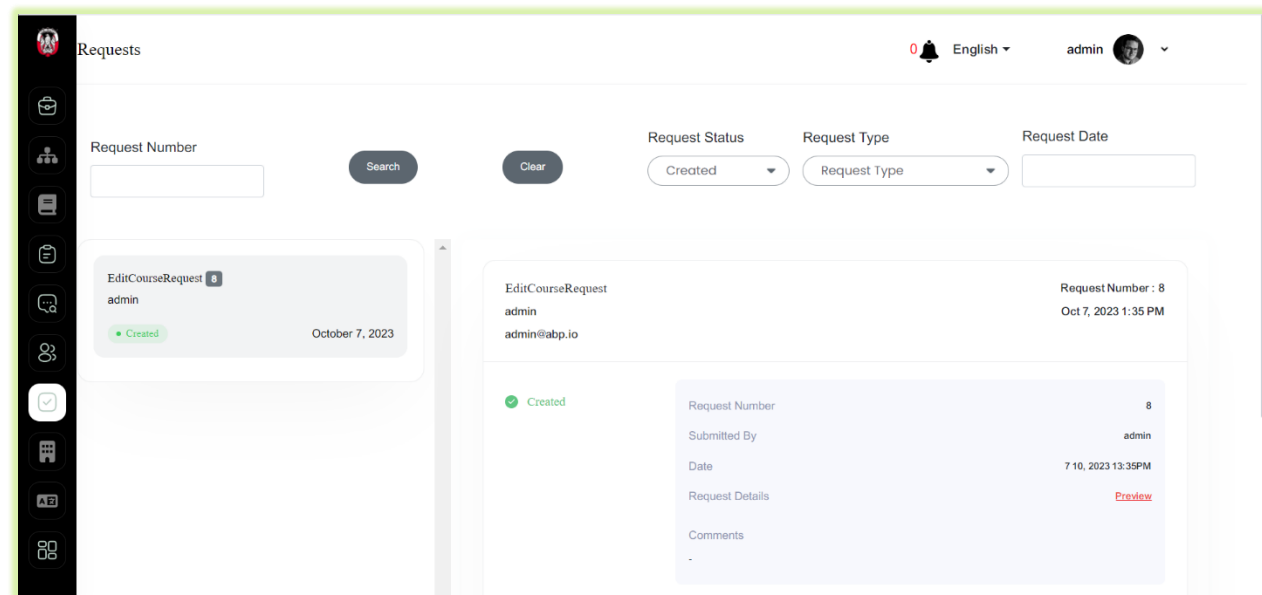
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Lookups

Admin Portal

Add Lookups (Education Levels)

- Log in to the admin portal as a super admin.
- Navigate to the Lookups in the Sidebar.
- Click on "Add Education Level" Button.
- Define the Education Level value (e.g., Primary School, High School, University) and the localized name for the Education Level.
- Save the Education Level values.

TaxRegistrationNumber: 100203645500003

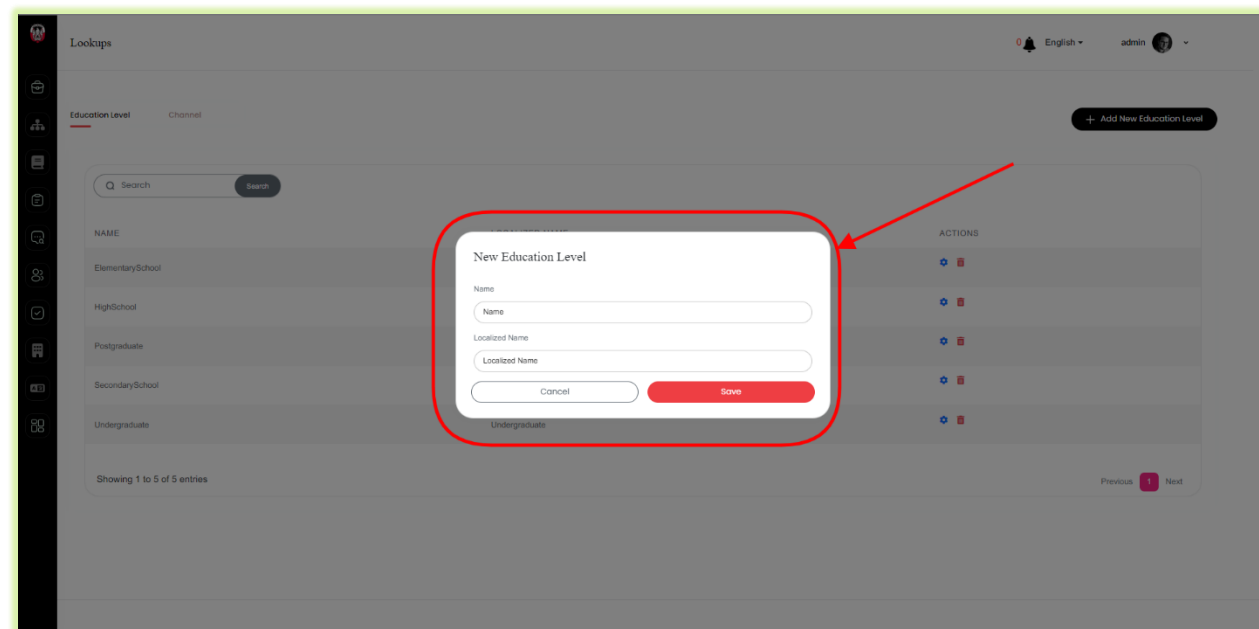
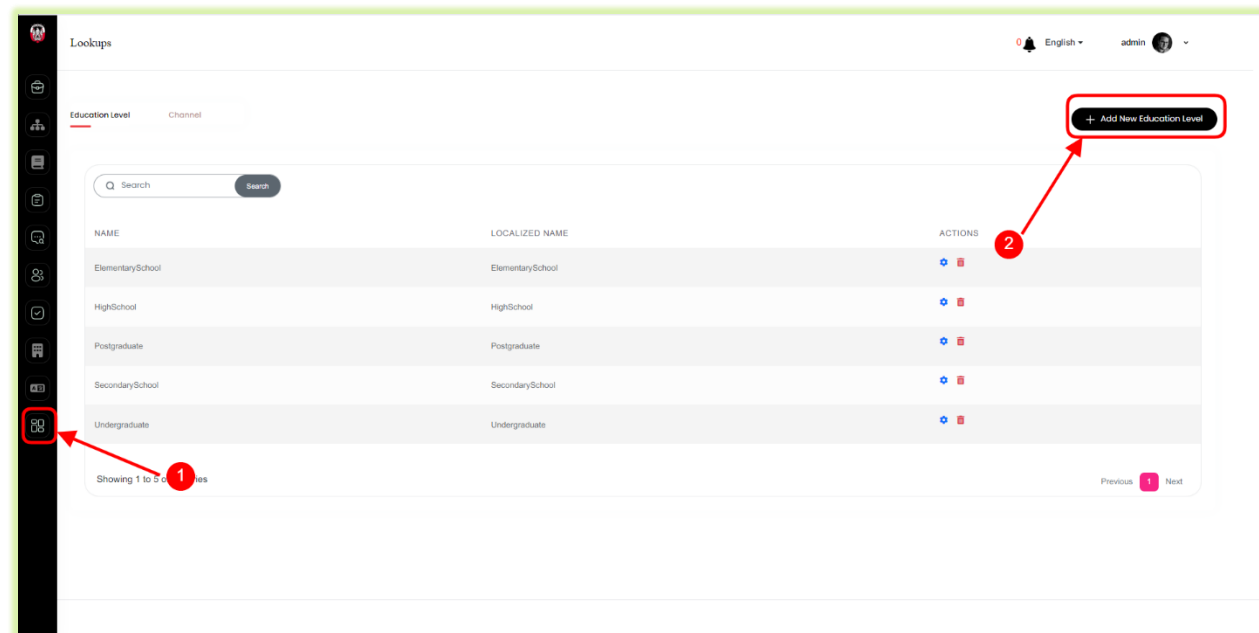
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Add Lookups (Channels)

- Log in to the admin portal as a super admin.
- Navigate to the Channels section.
- Click on "Add Channel" Button.
- Define the Channel value (e.g., WhatsApp, Facebook) and the localized name for the channel.
- Save the Channel values.

TaxRegistrationNumber: 100203645500003

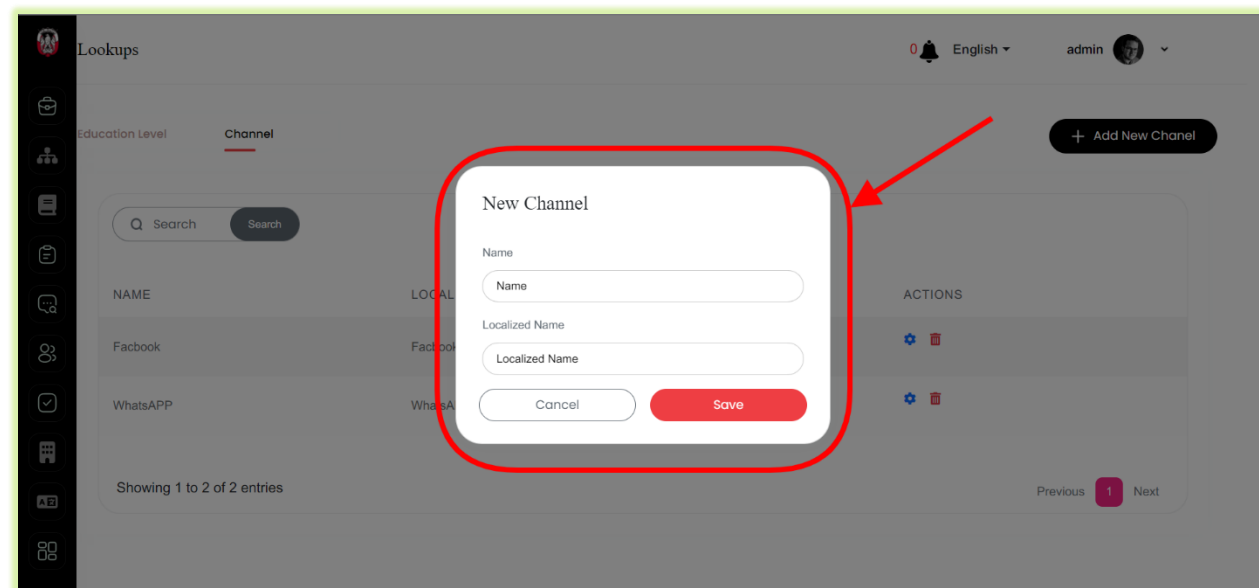
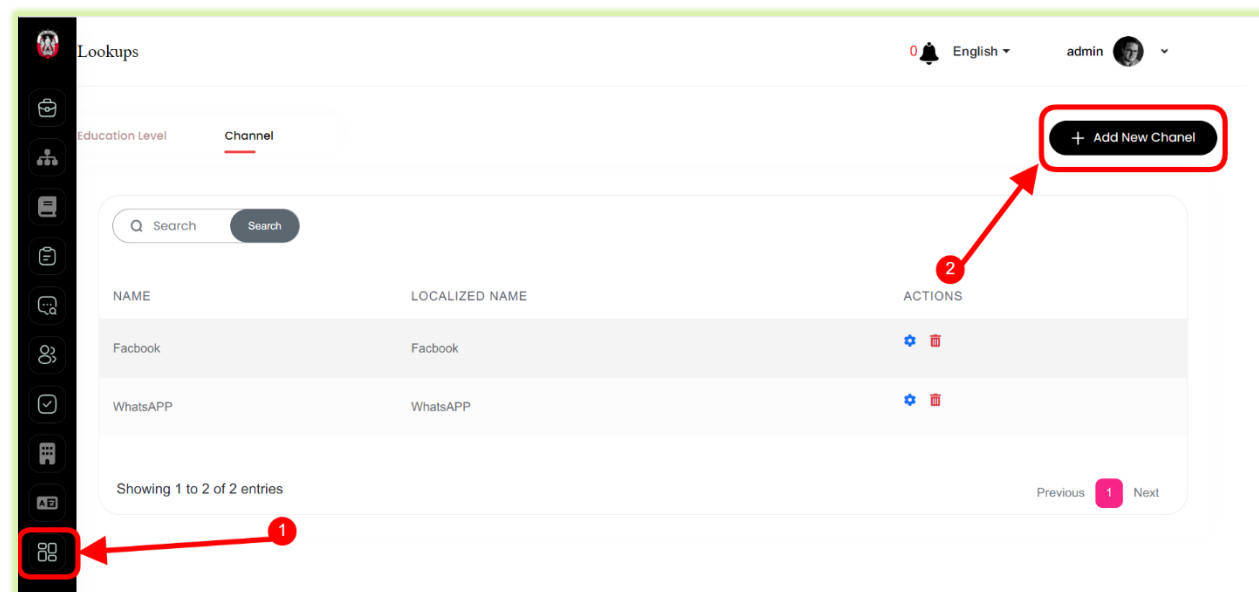
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Community

Trainee Portal

Access posts

- Access the trainee portal.

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

Company Name:

Company Address:

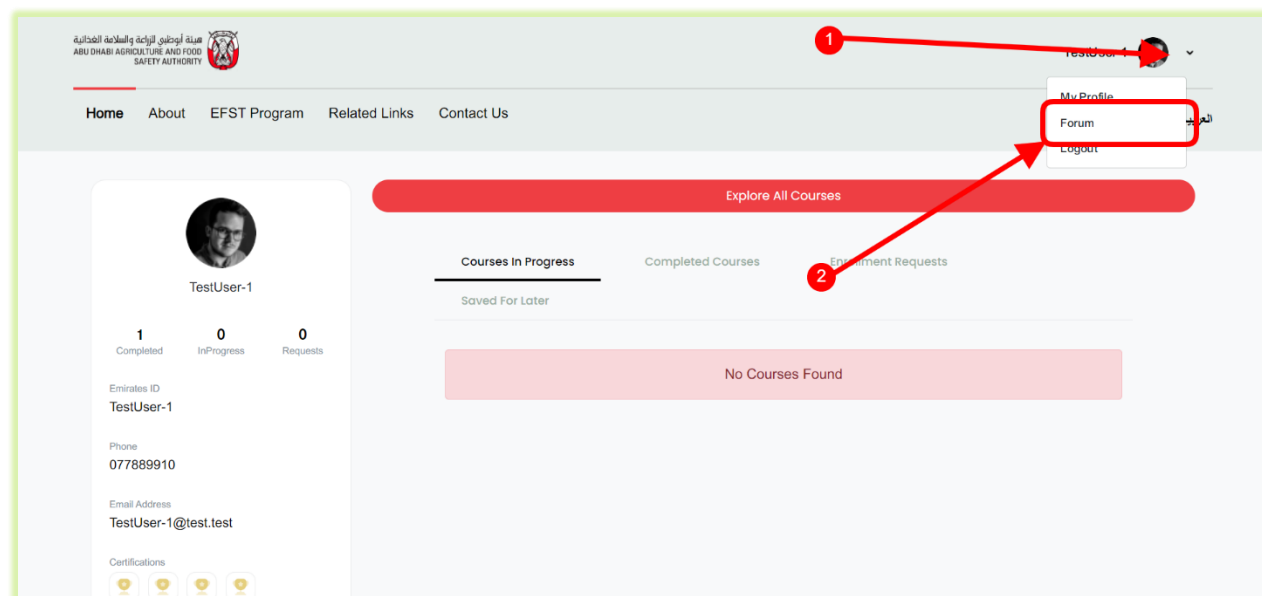
Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Login with your account
- Click on user menu
- Click on "Forum" Button menu

Join Page

- Access the trainee portal.
- login with your account
- Click on user menu
- Click on "Forum" Button menu
- Click on any page form "Top Page"
- Click on "Join" Button



TaxRegistrationNumber: 100203645500003

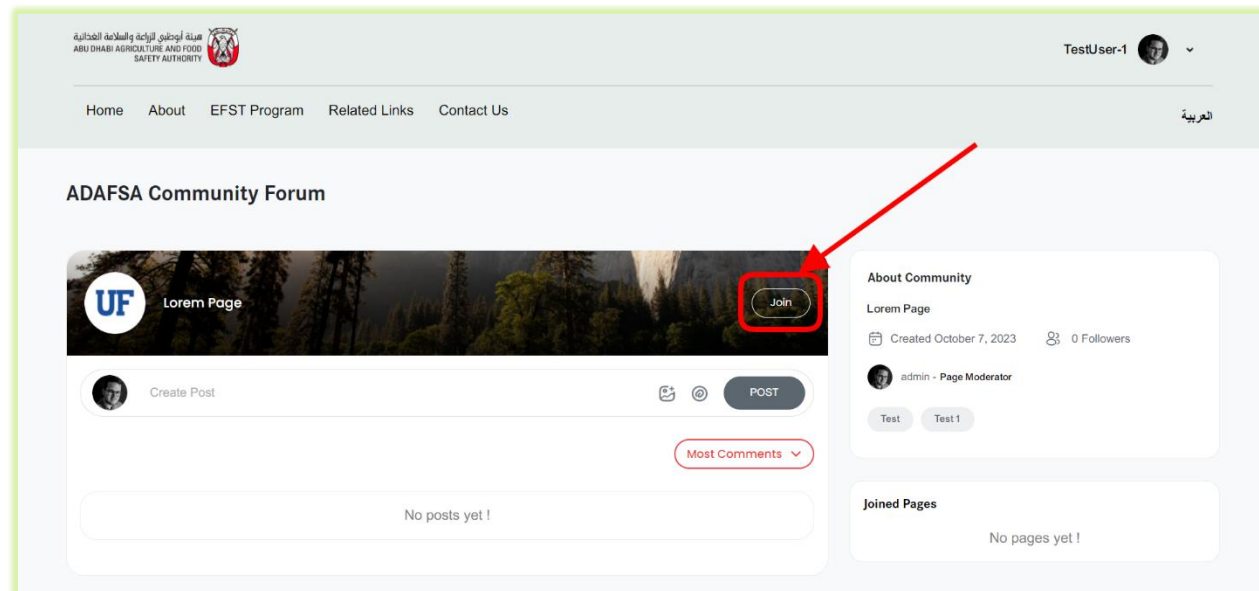
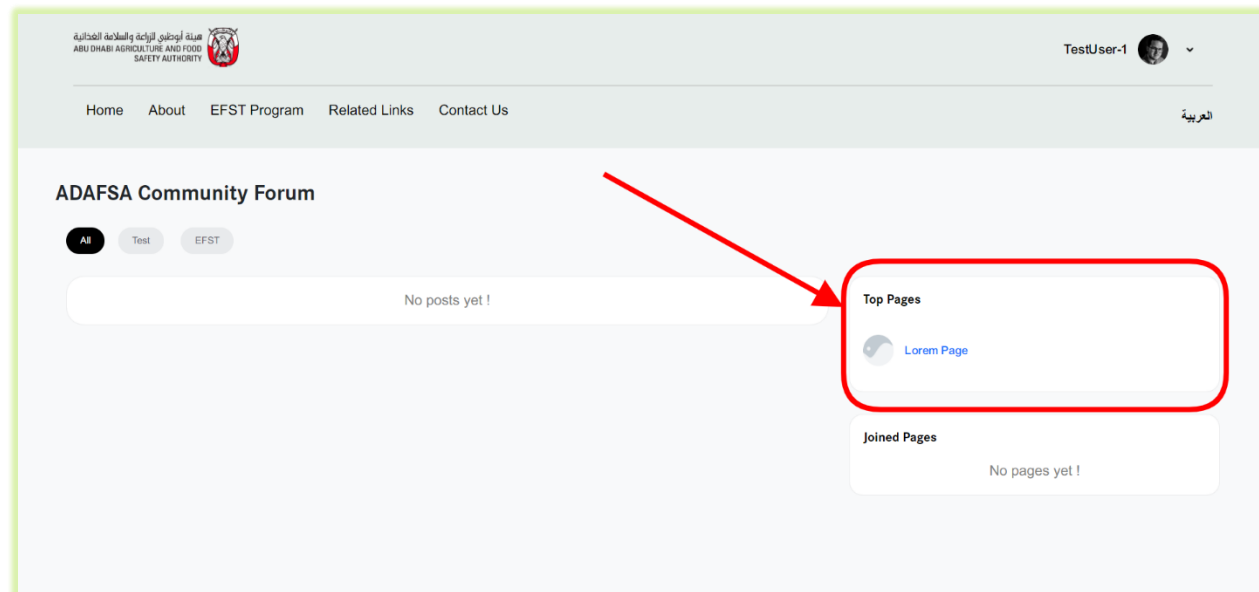
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Added Post

- Access the trainee portal.
- Login with your account
- Click on user menu
- Click on "Forum" Button menu
- Click on any page form "Joined Pages"
- Click on "Post" Button
- Fill in the required details for the new post.

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

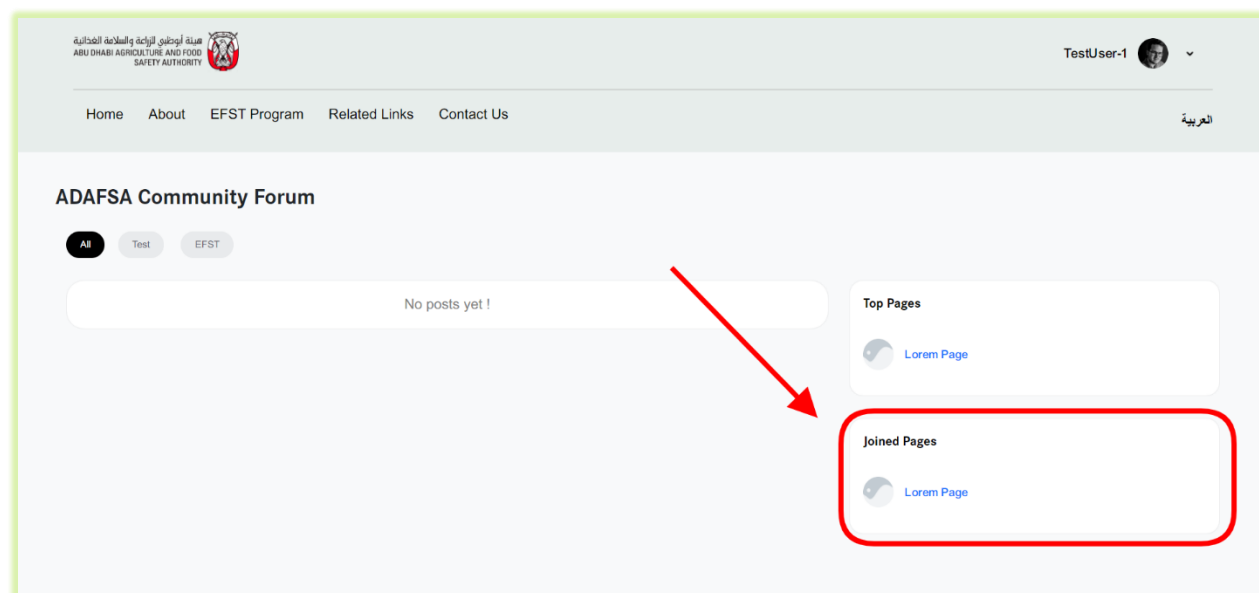
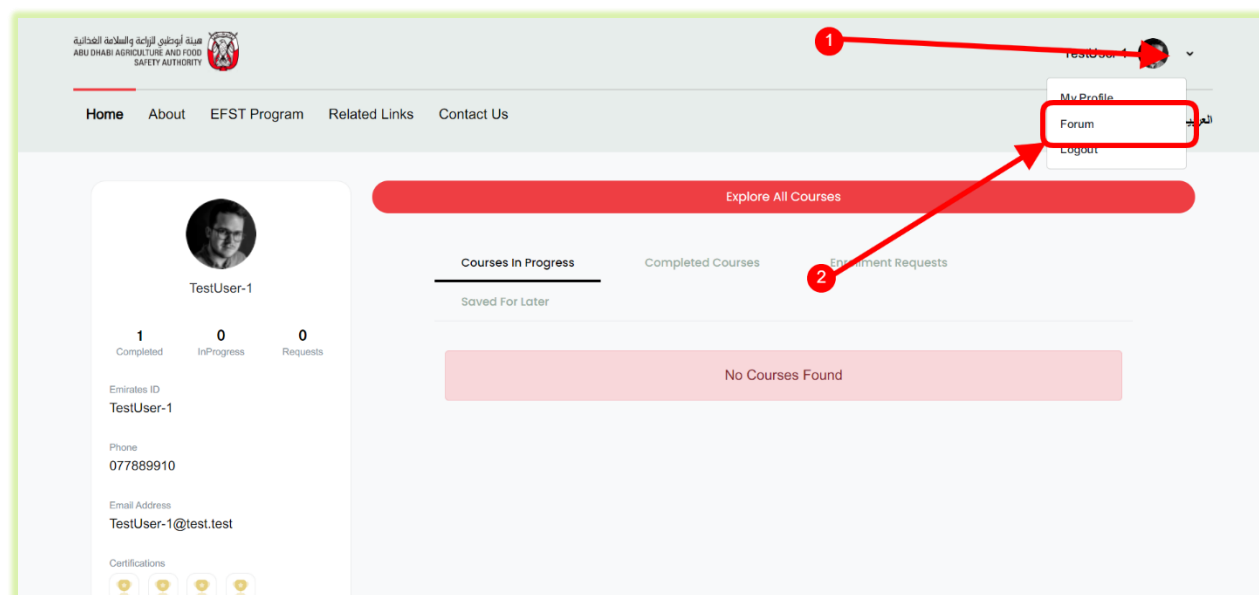
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Click on "Post" Button to save post .



TaxRegistrationNumber: 100203645500003

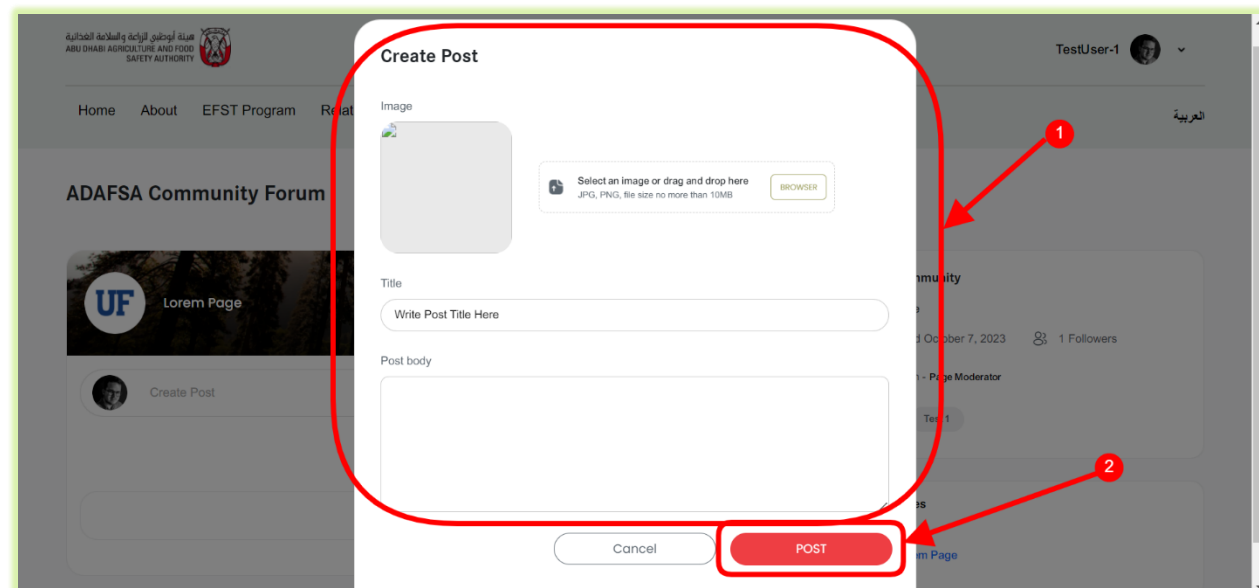
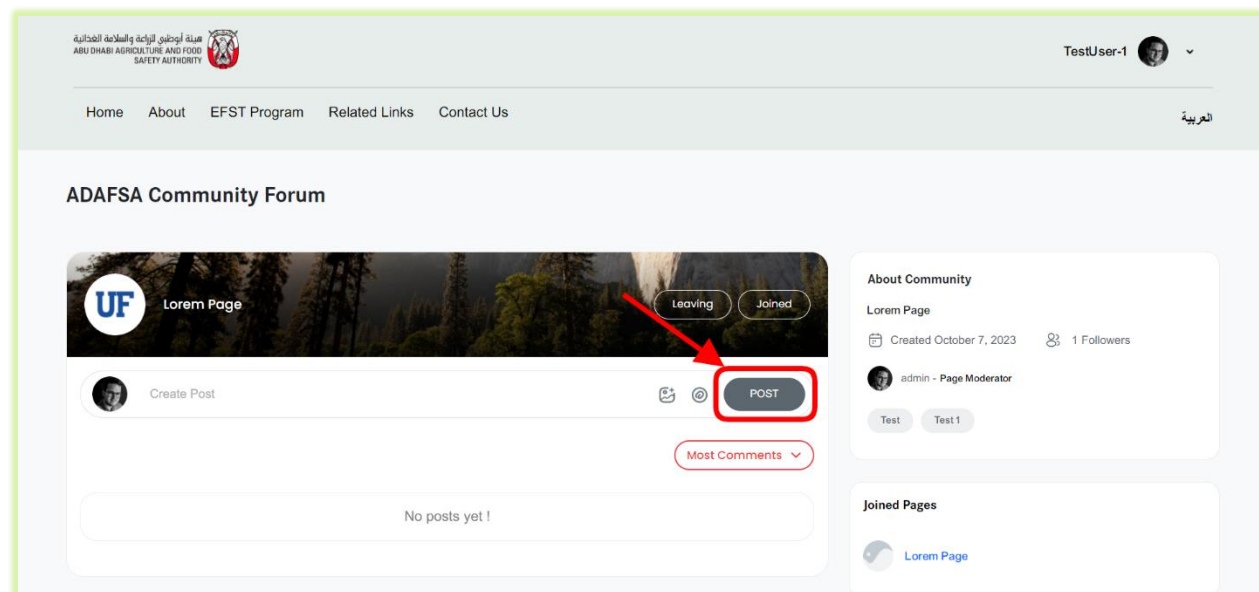
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Leave page

- Access the trainee portal.
- Login with your account
- Click on user menu
- Click on "Forum" Button menu
- Click on any page form "Joined Pages"
- Click on "Leaving" Button

TaxRegistrationNumber: 100203645500003

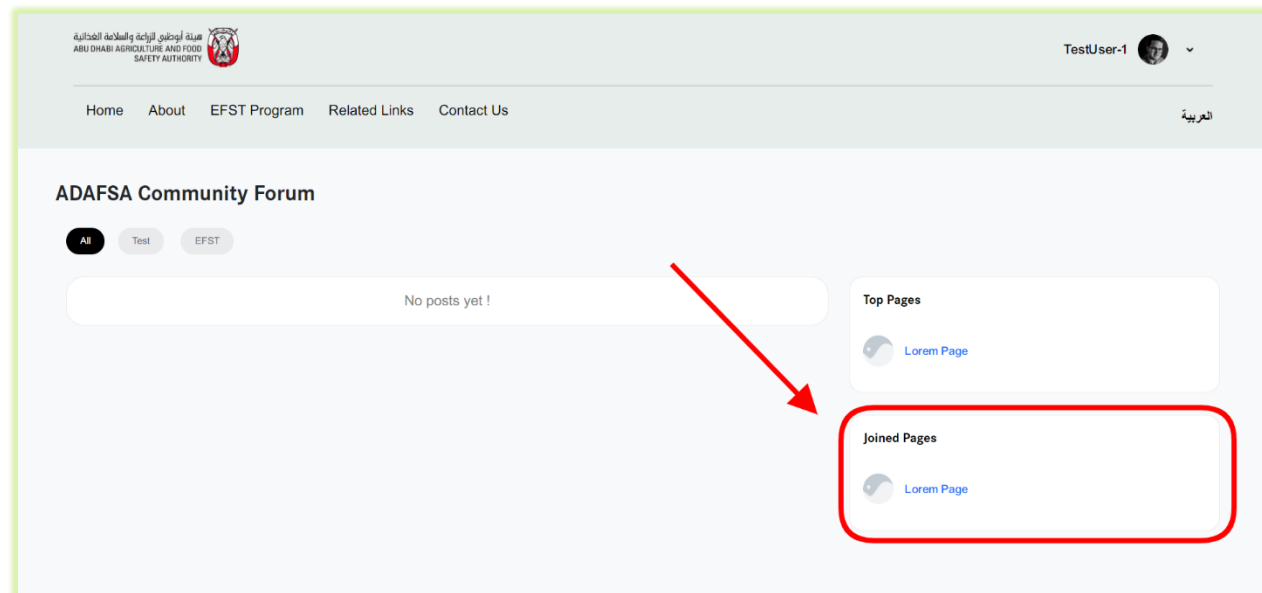
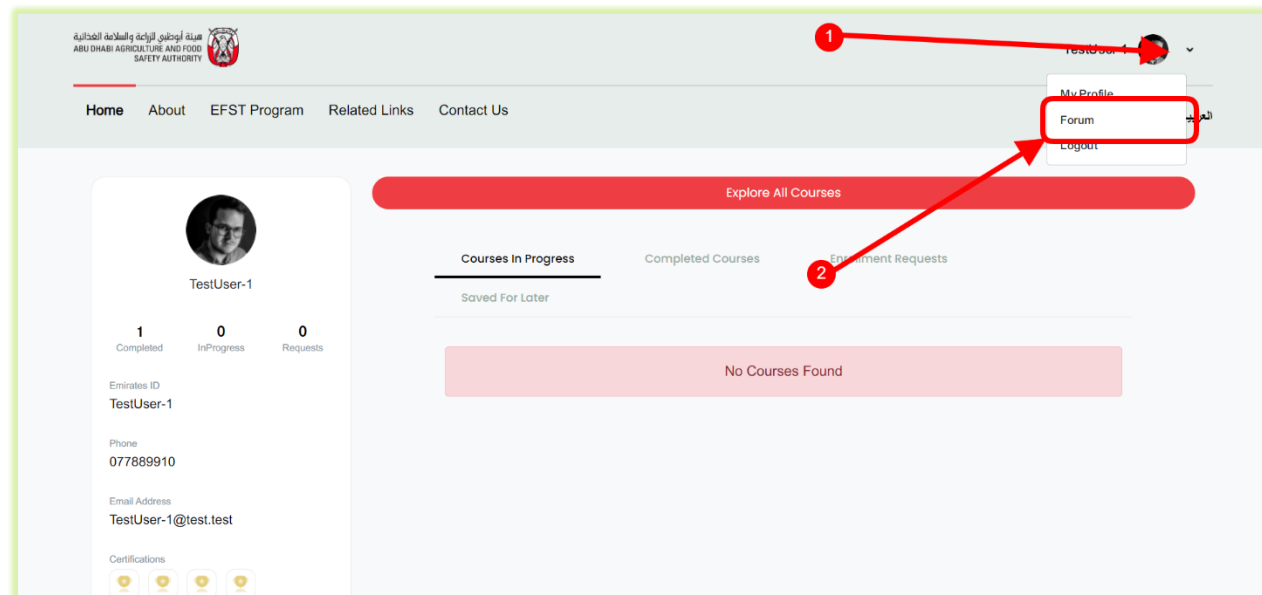
Company Tel No: +971 2 6210672

Company Name:

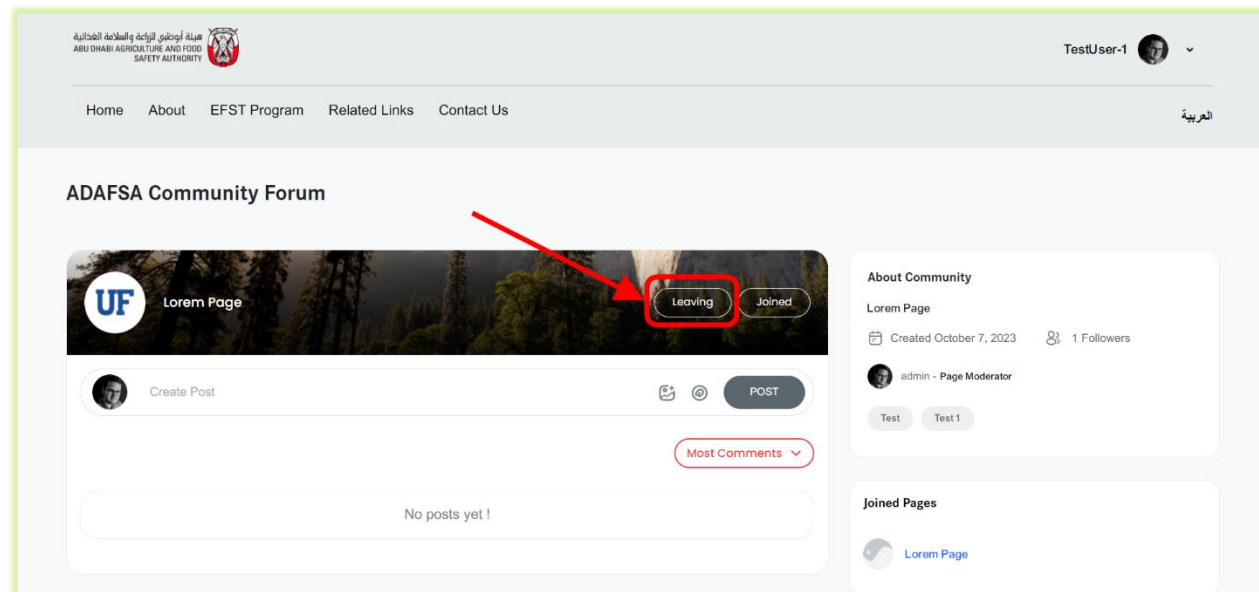
Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

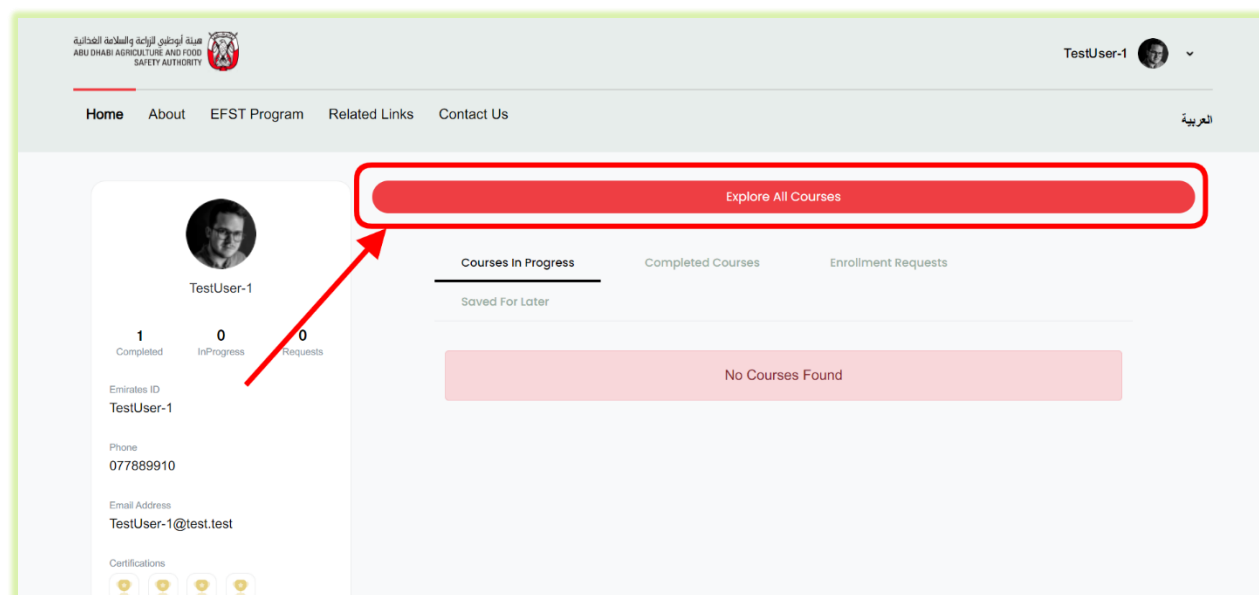


TaxRegistrationNumber: 100203645500003	Company Name: Blackstone Information Technologies LLC
Company Tel No: +971 2 6210672	Company Address: Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Add Question

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Click on card course
- Click on "Open Course Discussion" Button
- Click on Tab Course Discussion
- Click on "Add Question" Button



TaxRegistrationNumber: 100203645500003

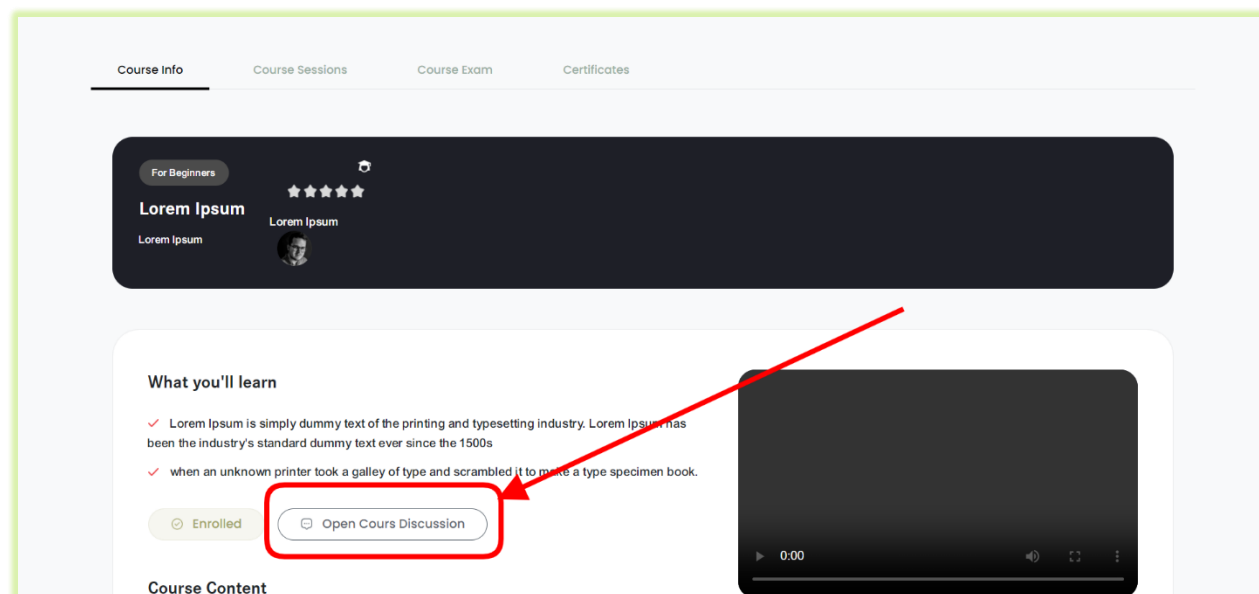
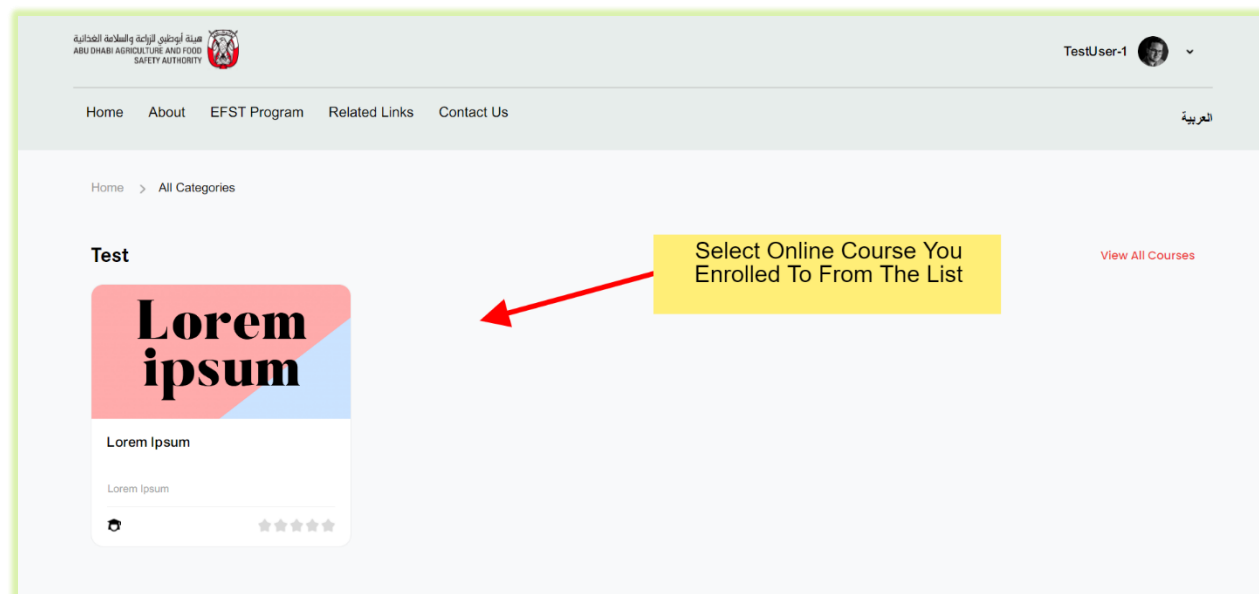
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

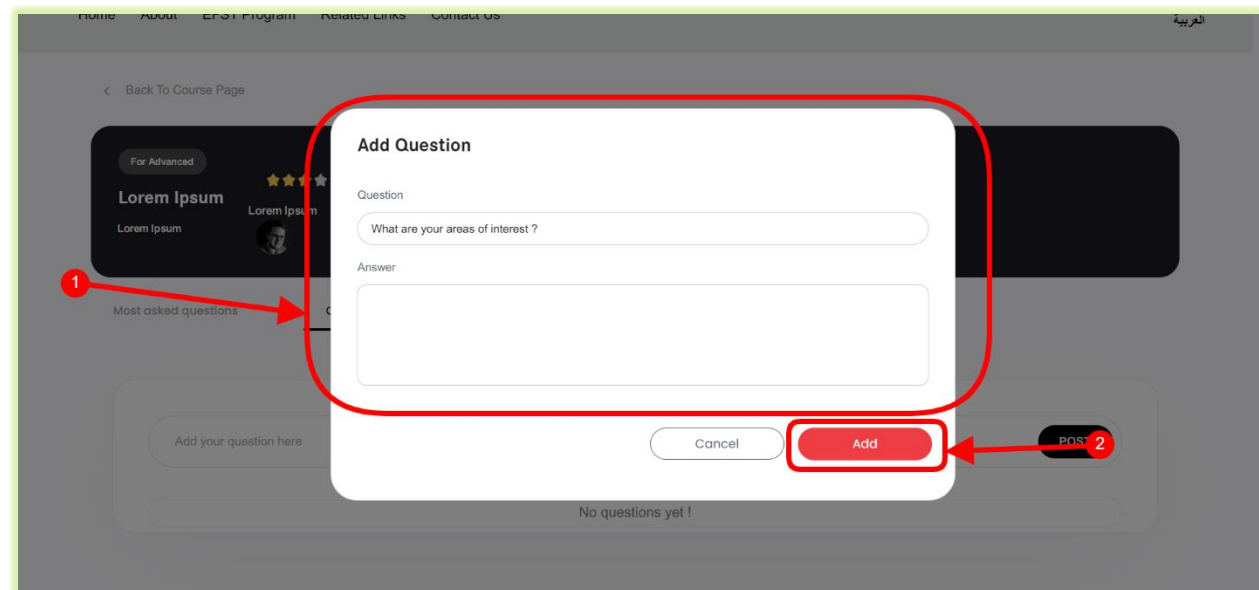
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Reply Question

- Access the trainee portal.
- Login with your account
- Locate explore all courses button
- Click on card course
- Click on "Open Course Discussion" Button
- Click on Tab Course Discussion
- Click on "Reply" Button

TaxRegistrationNumber: 100203645500003

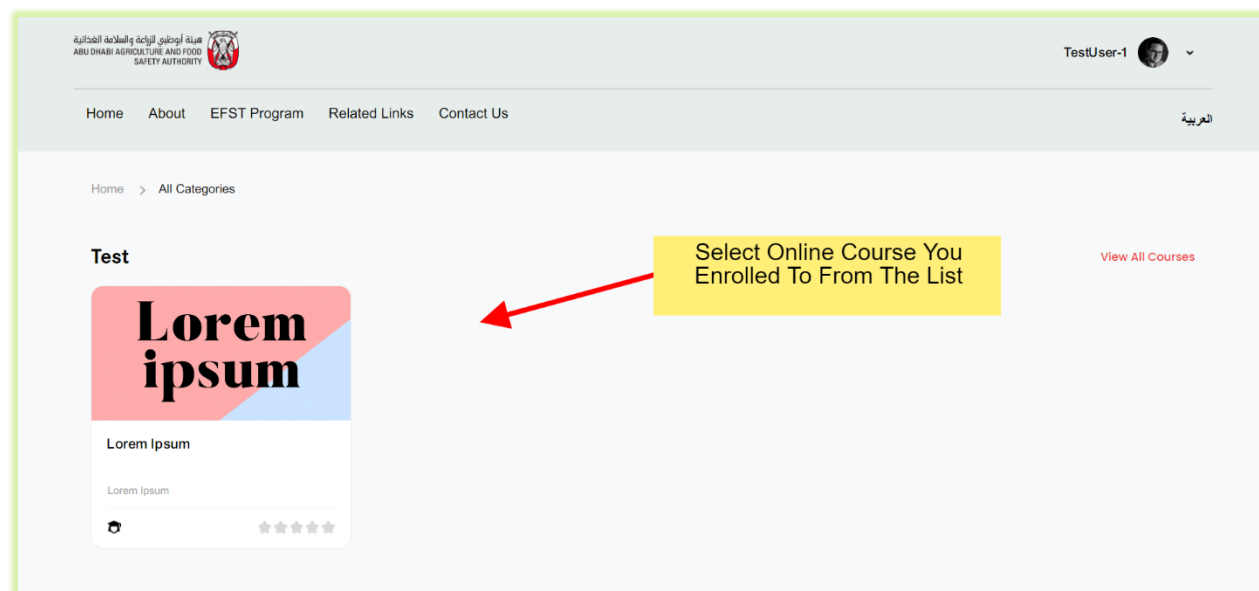
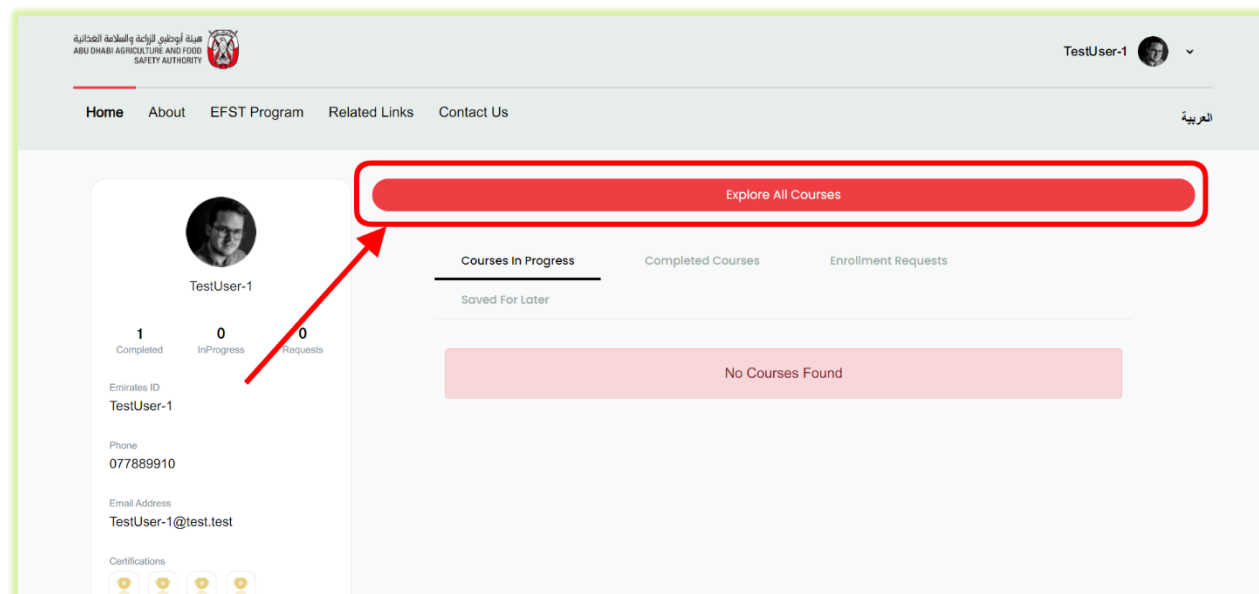
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

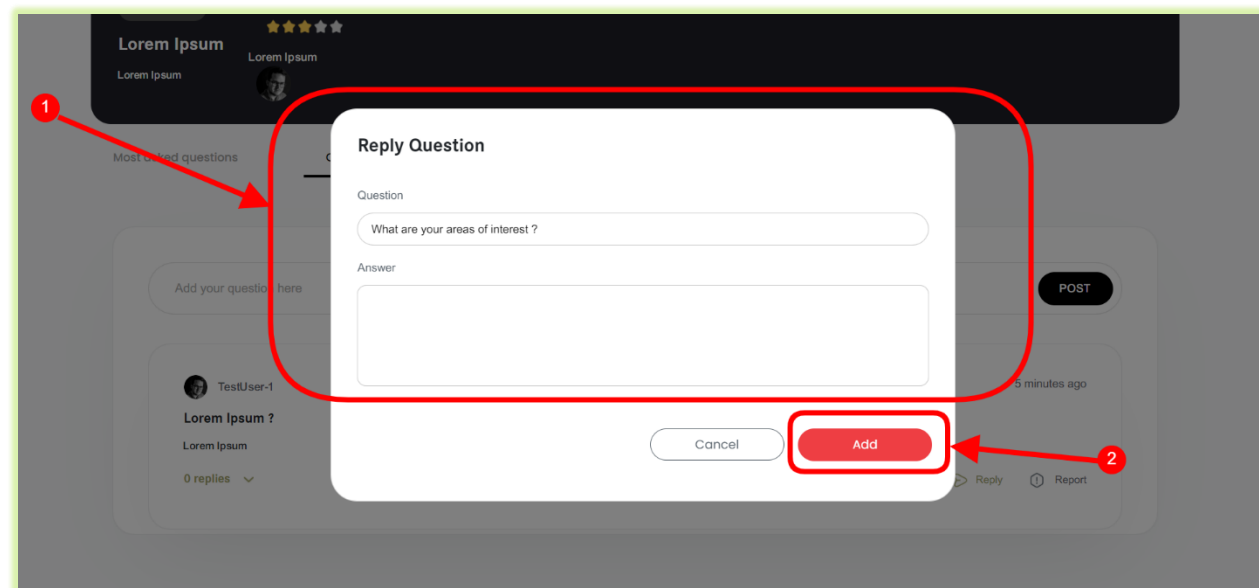
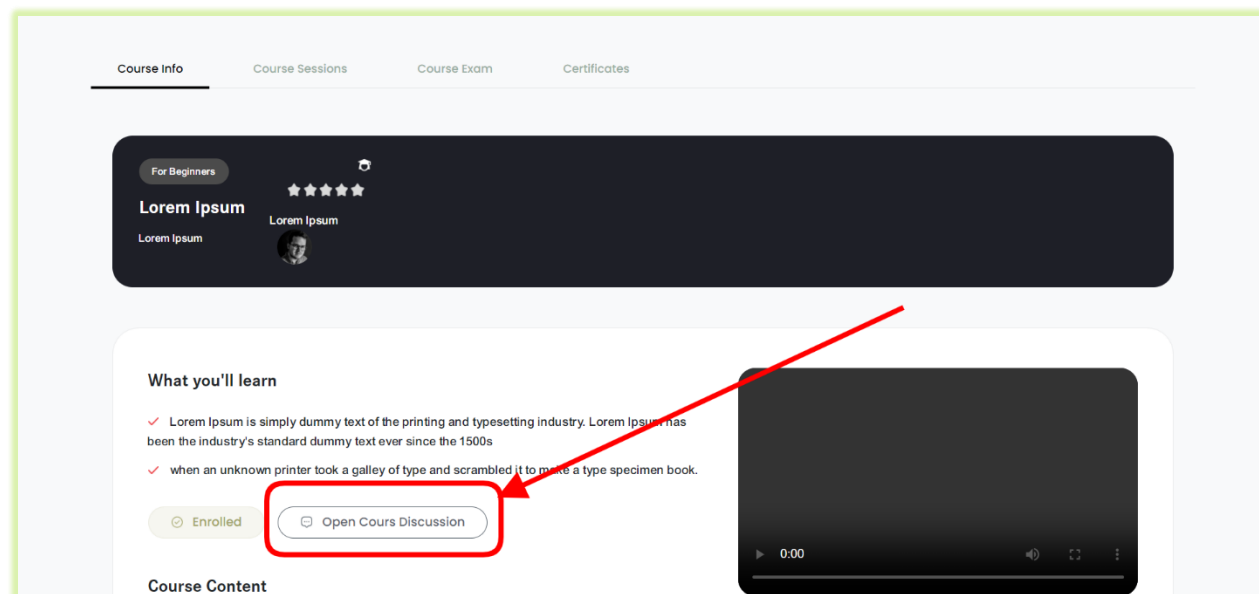
Company Tel No: +971 2 6210672

Company Name:

Blackstone Information Technologies LLC

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Like/Dislike Question

- Access the trainee portal.
- login with your account
- Locate explore all courses button
- Click on card course
- Click on "Open Course Discussion" Button
- Click on "icon" like or dislike to any question

TaxRegistrationNumber: 100203645500003

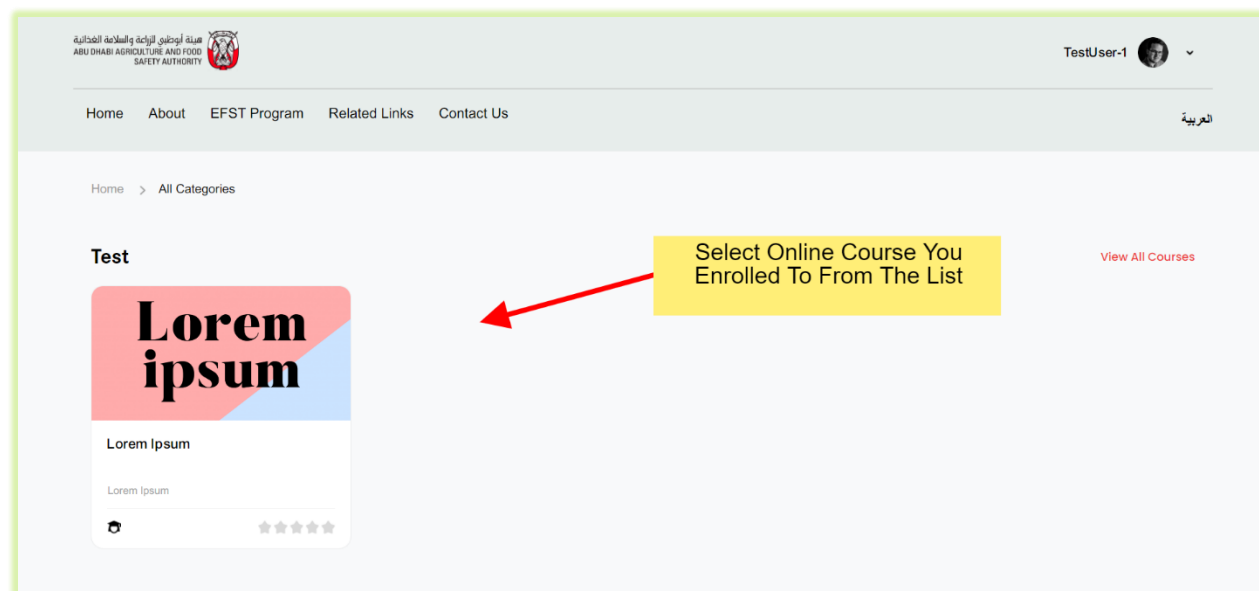
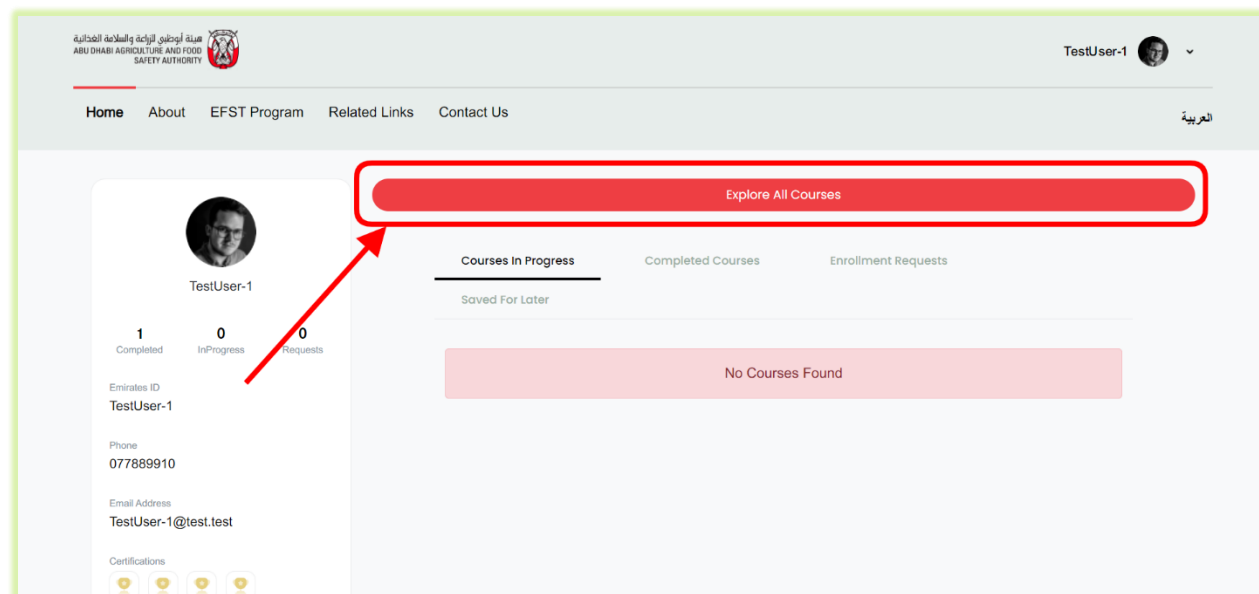
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

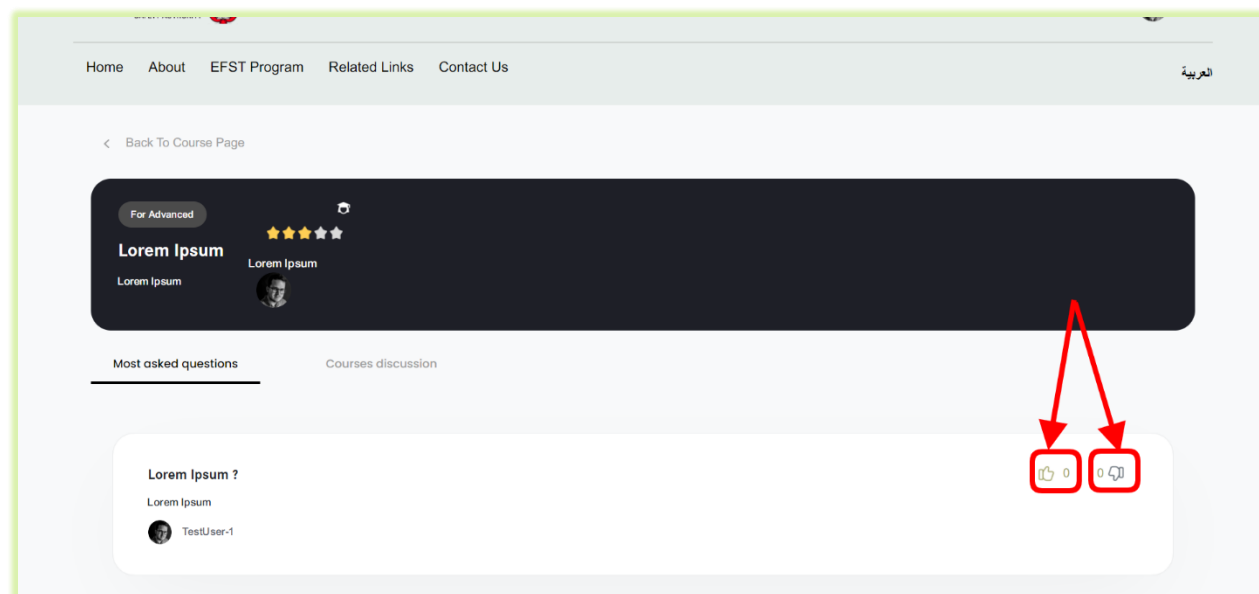
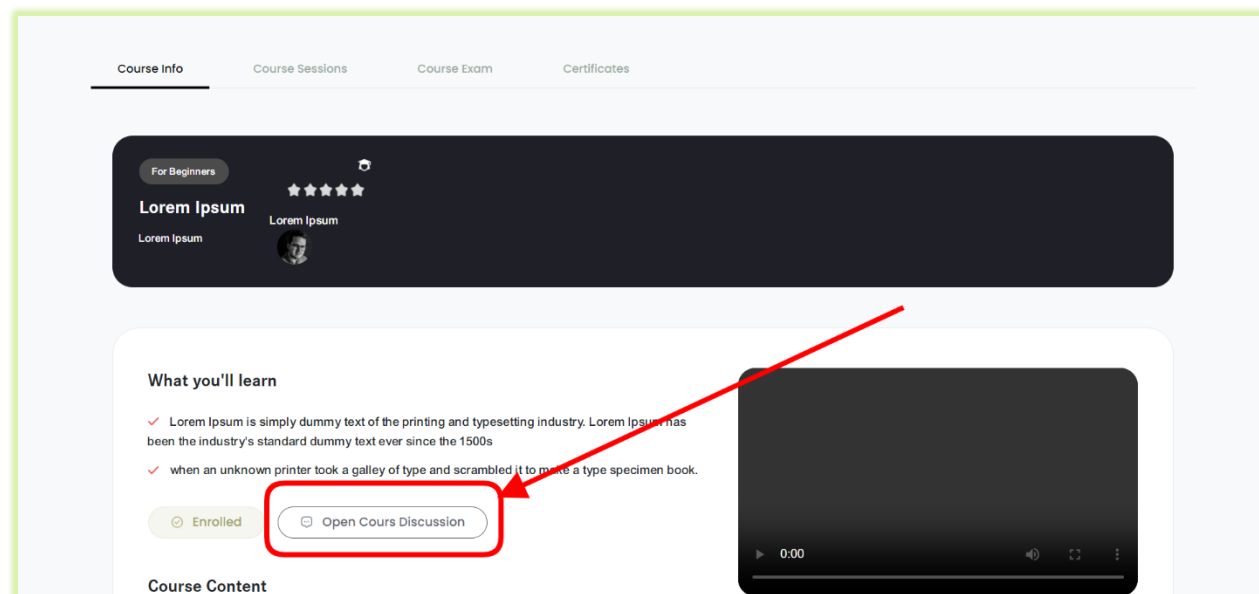
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Admin Portal

Add Community

- Log in to the admin portal
- Click on “icon” community in sidebar.

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

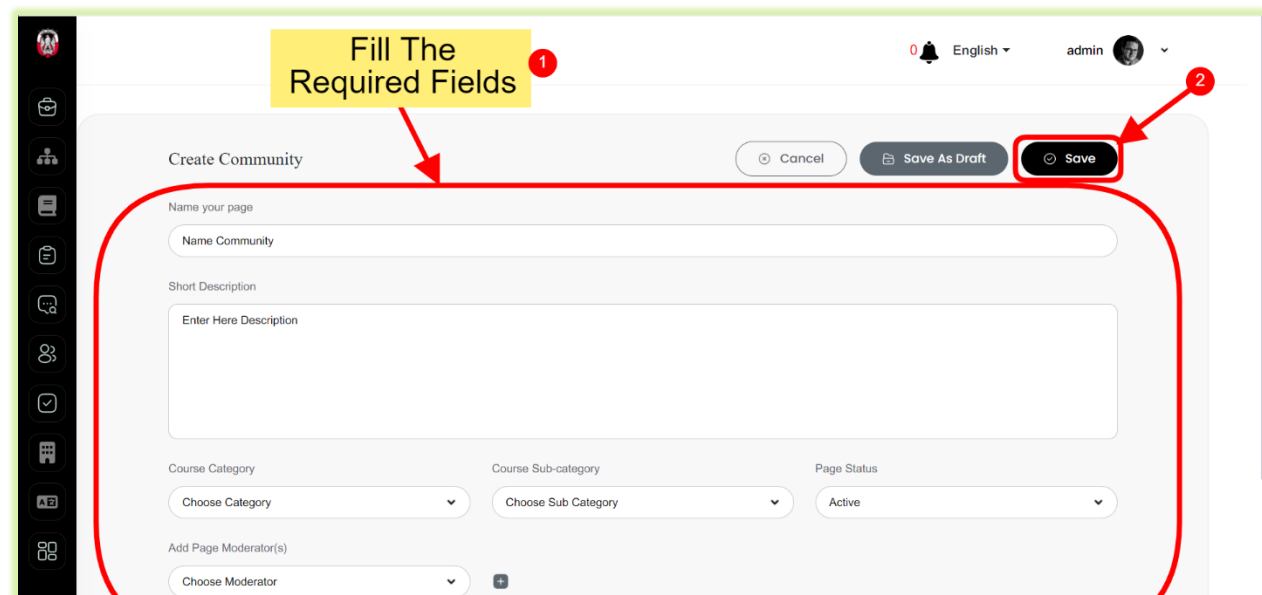
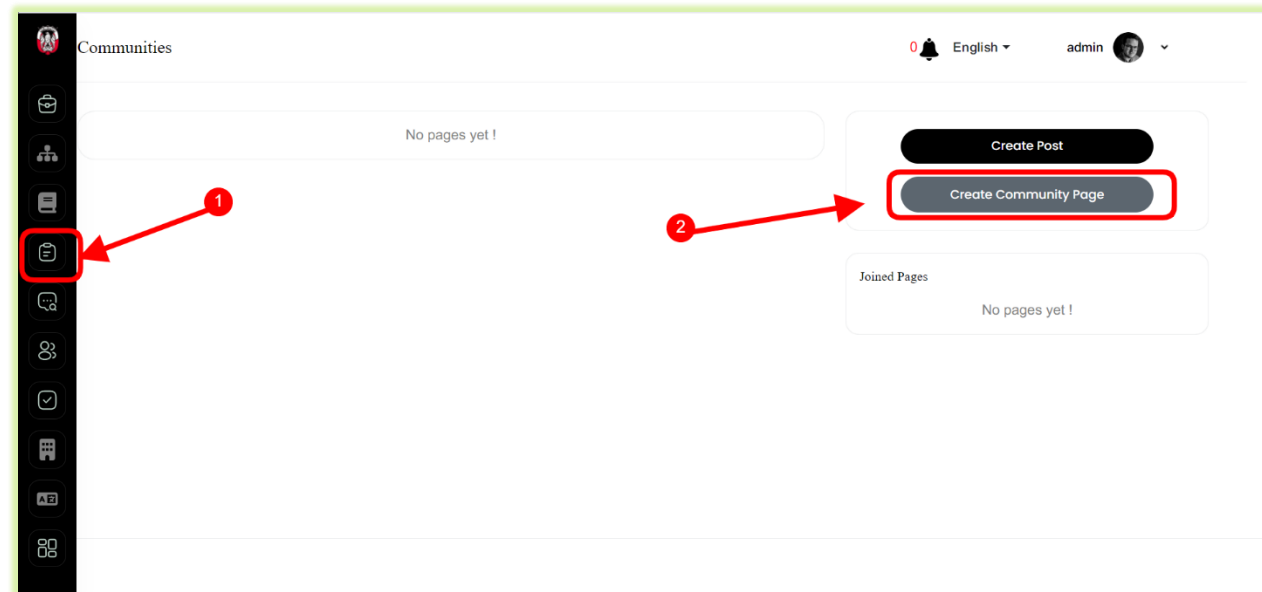
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Click on "Create Community Page" Button.
- Fill in the required details for the new Community.
- Save the changes.



Edit Community

- Log in to the admin portal
- Click on "icon" community in sidebar.
- Click on "icon" edit.
- Change value for the Community.

TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

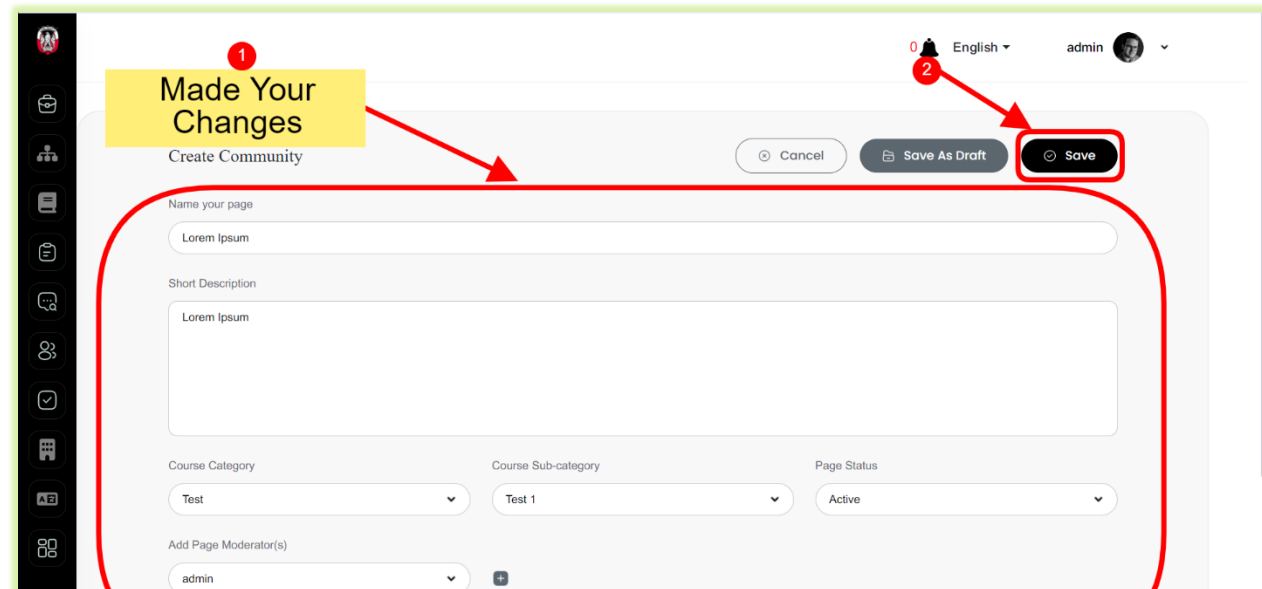
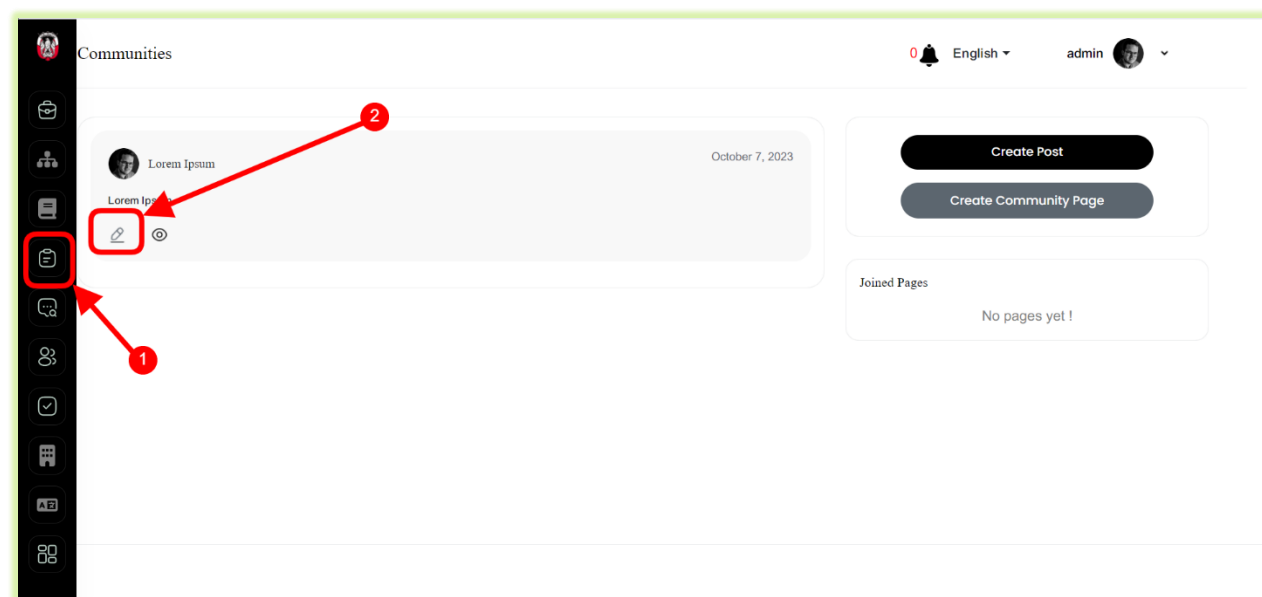
Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479

- Save the changes.



Join Page

- Log in to the admin portal
- Click on "icon" community in sidebar.
- Click on "icon" eye for any community in page communities.
- Click on "Join" Button.

TaxRegistrationNumber: 100203645500003

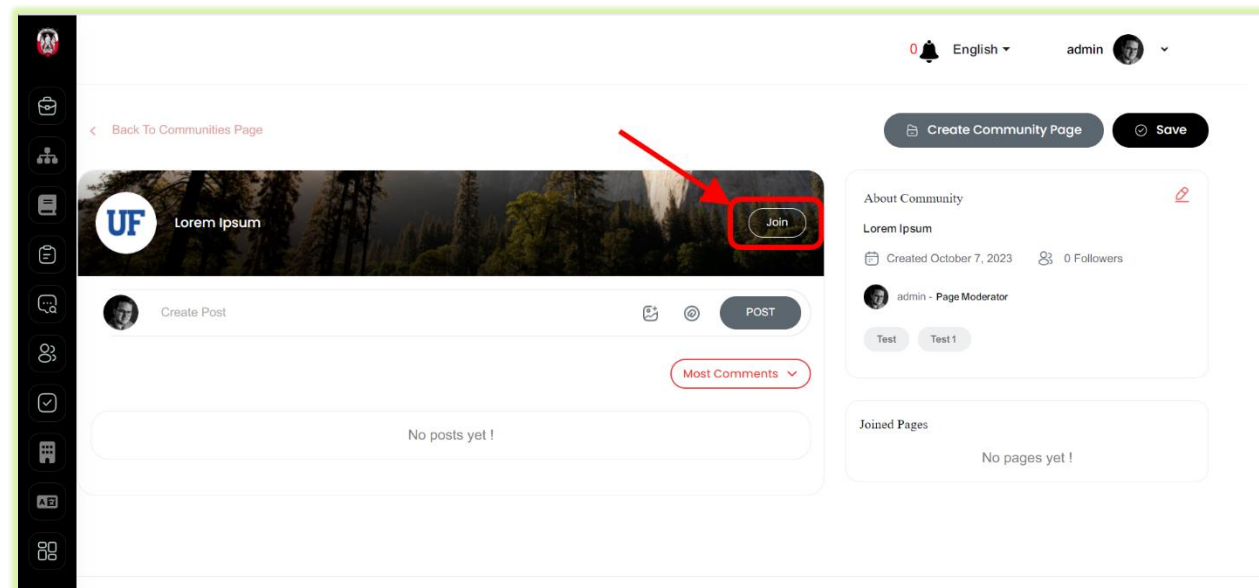
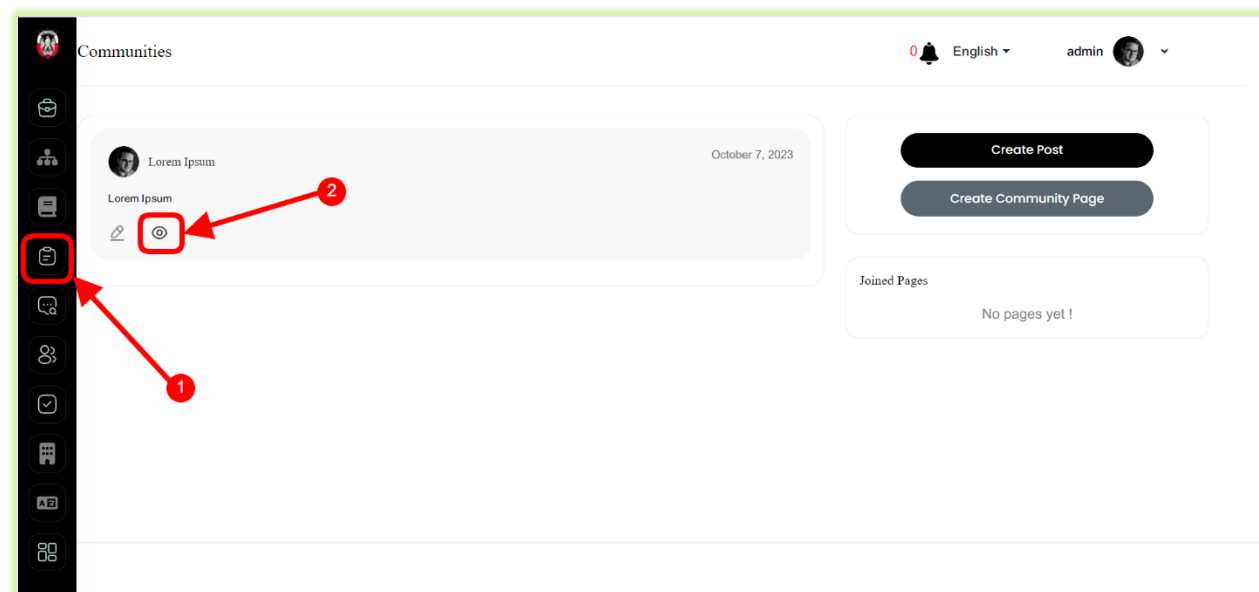
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



Leave Page

- Log in to the admin portal
- Click on "icon" community in sidebar.
- Click on "icon" eye for any community in page communities.
- Click on "Leave Join" Button.

TaxRegistrationNumber: 100203645500003

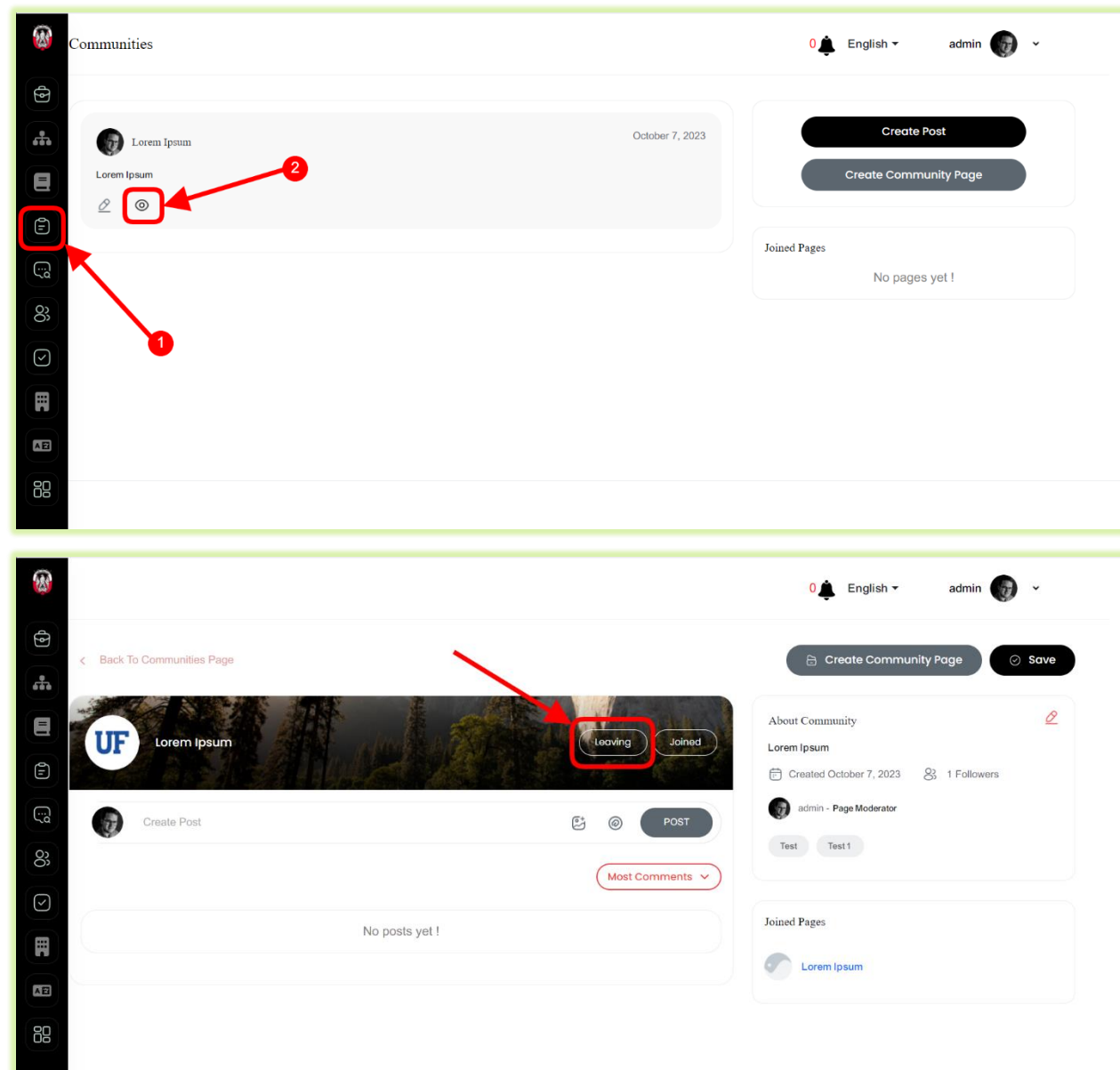
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Add Post

- Log in to the admin portal
- Click on "icon" post in sidebar.
- Click on "Create Post" Button.
- Fill in the required details for the new post.
- Save the changes.

TaxRegistrationNumber: 100203645500003

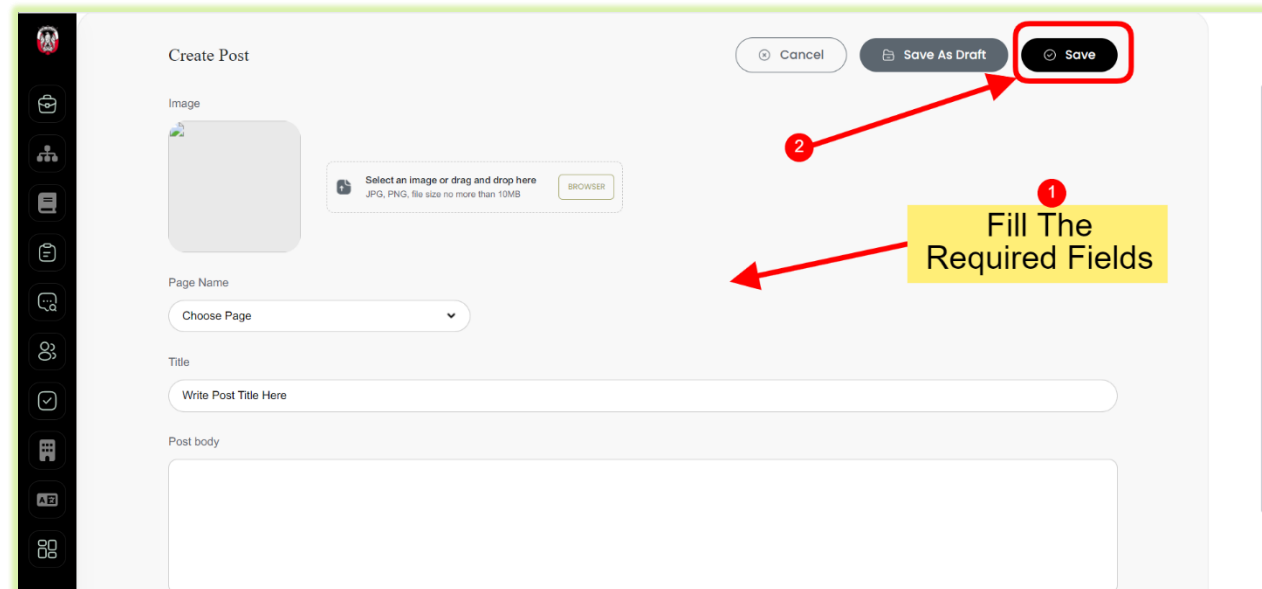
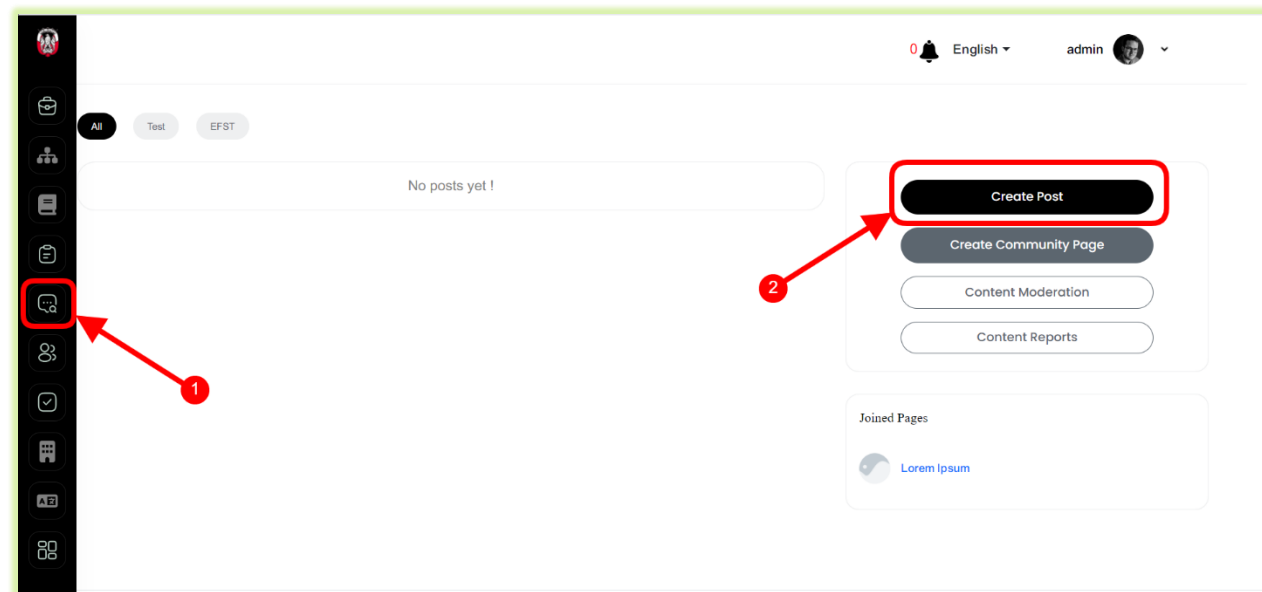
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Edit Post

- Log in to the admin portal
- Click on "icon" post in sidebar.
- Click on "icon" edit on post.
- change value for the post.
- Save the changes.

TaxRegistrationNumber: 100203645500003

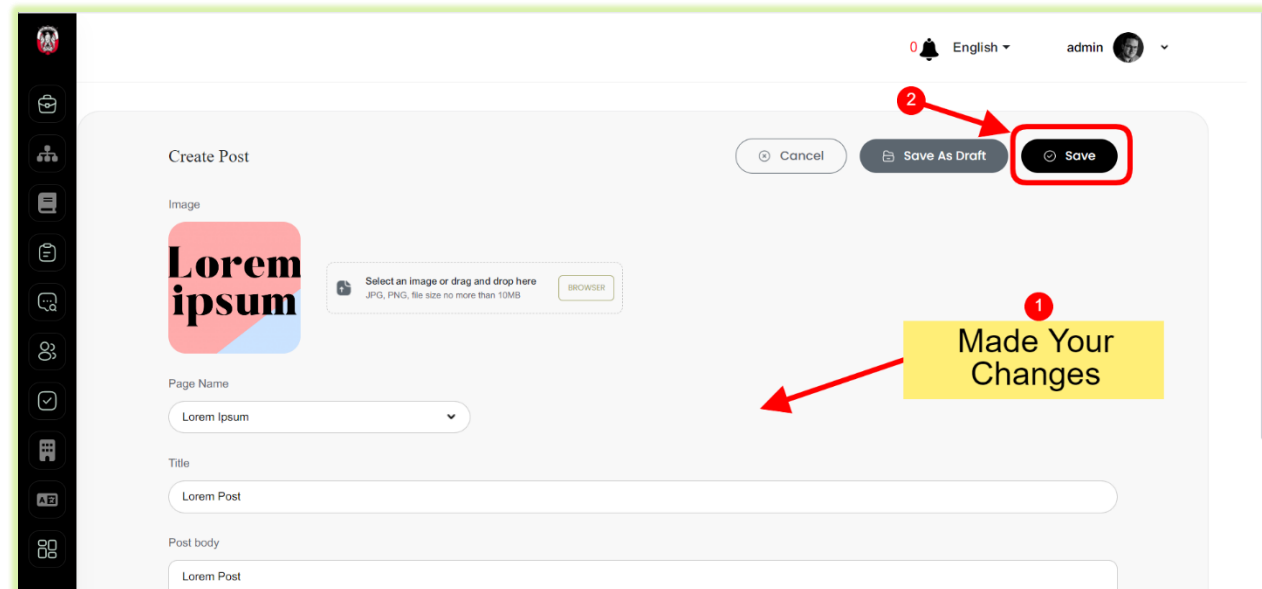
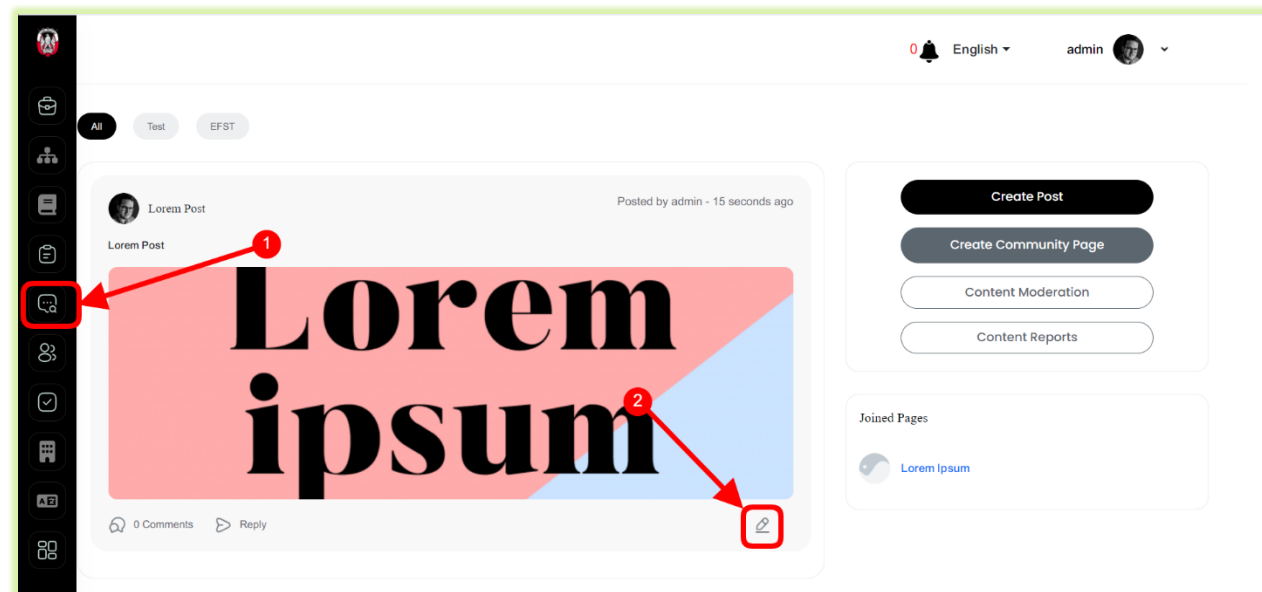
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Filter Posts

- Log in to the admin portal
- Click on “icon” post in sidebar.
- Click on any category you would filter it

TaxRegistrationNumber: 100203645500003

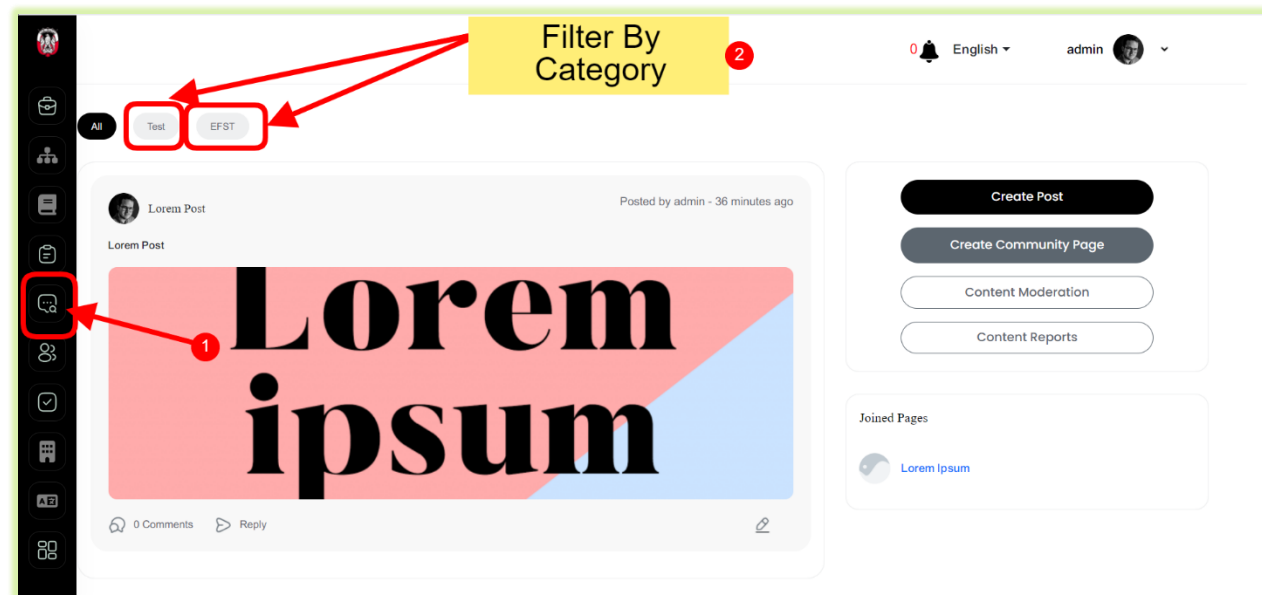
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Add Question

- Log in to the admin portal
- Click on "icon" course in sidebar.
- Click on card course.
- Click on "Open Course Discussion" Button
- Click on "Add Question" Button.
- Fill in the required details for the new question.
- Click on "Add" Button to save info question



TaxRegistrationNumber: 100203645500003

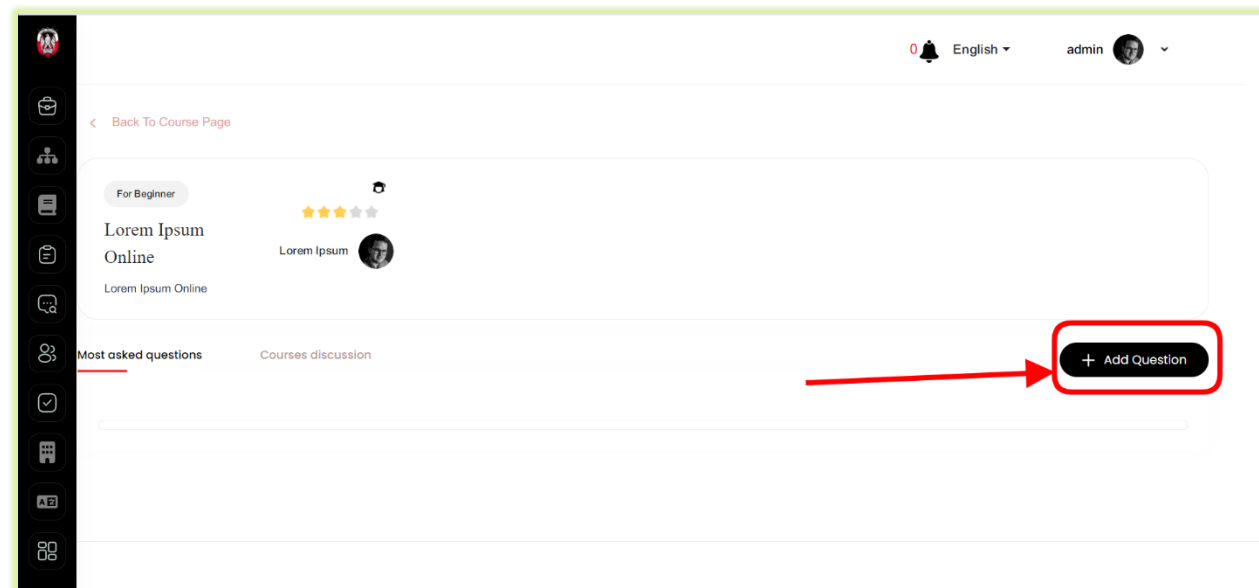
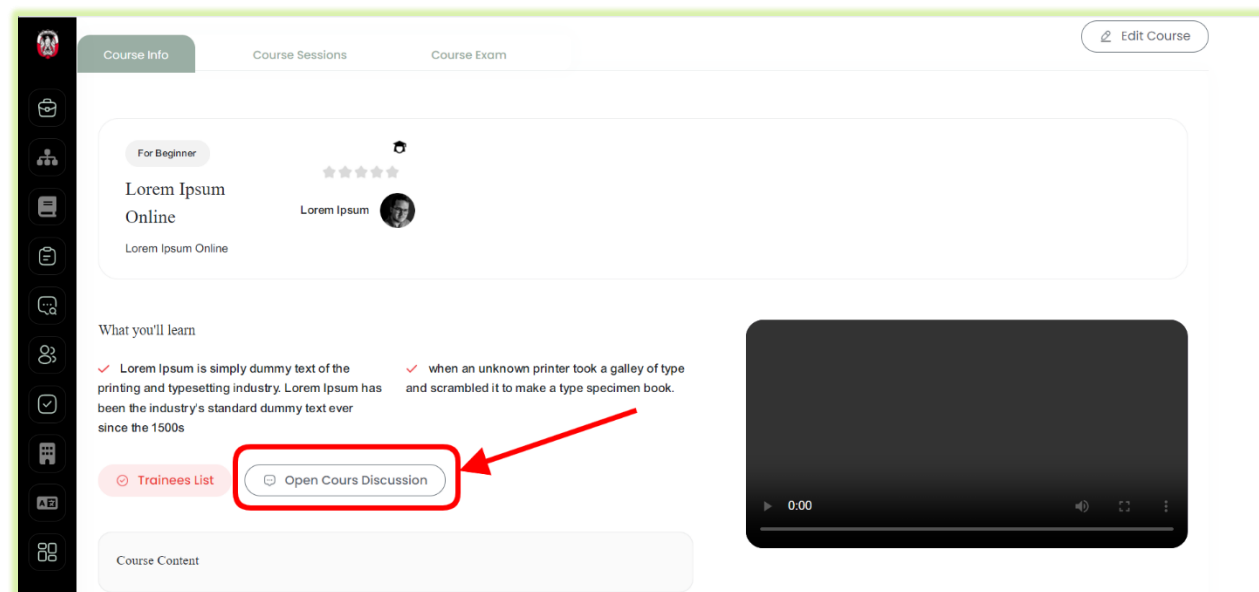
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

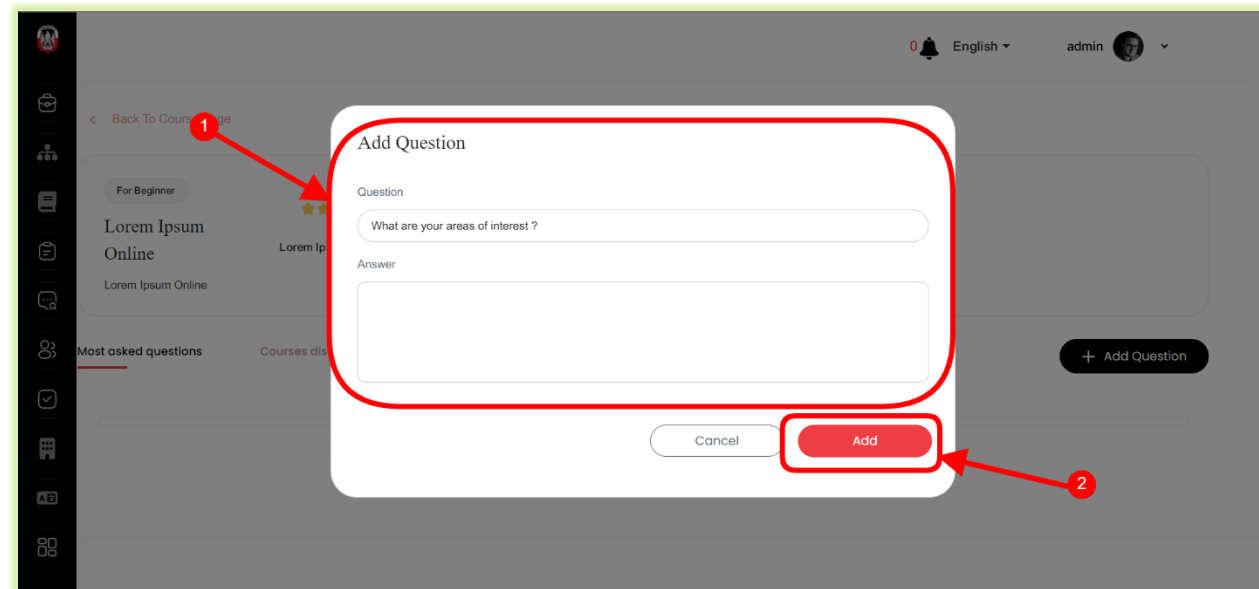
Company Name:

Blackstone Information Technologies LLC

Company Tel No: +971 2 6210672

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Edit Question

- Log in to the admin portal
- Click on "icon" course in sidebar.
- Click on card course.
- Click on "Open Course Discussion" Button
- Click on "icon" Edit to any question
- Change value for the question.
- Click on "Save" Button to save new info question



TaxRegistrationNumber: 100203645500003

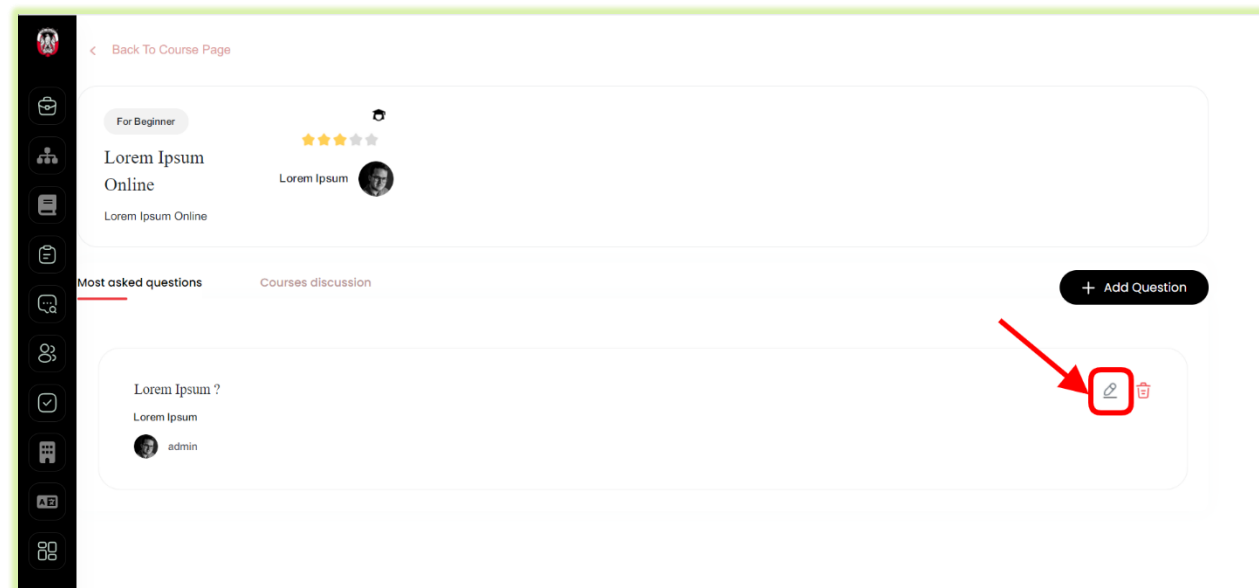
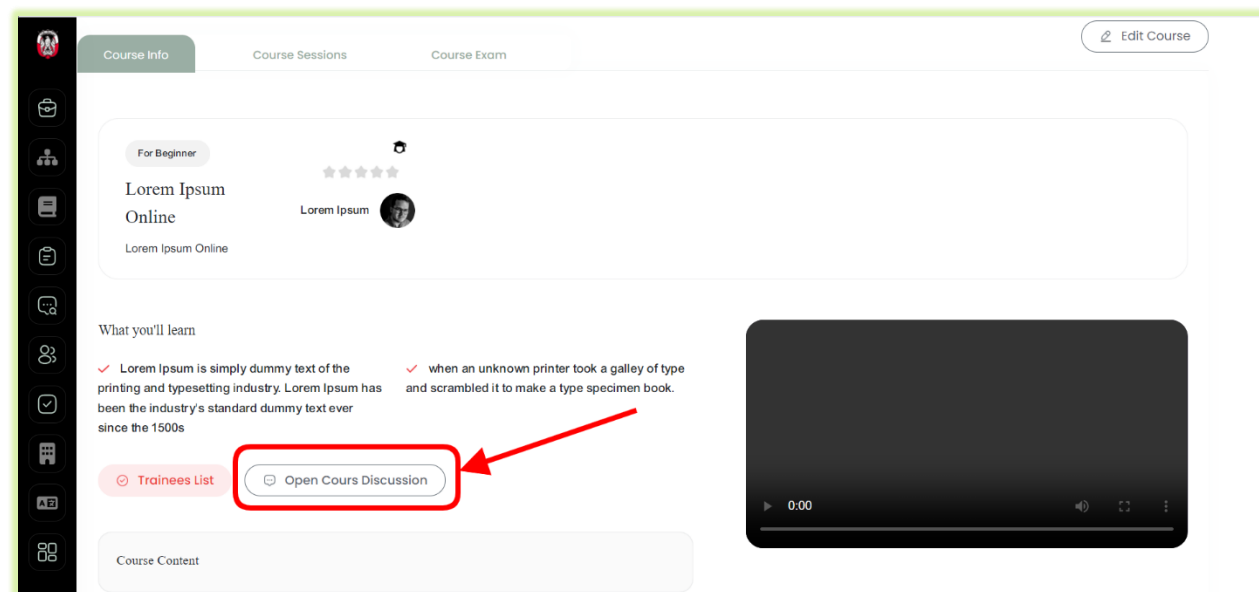
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

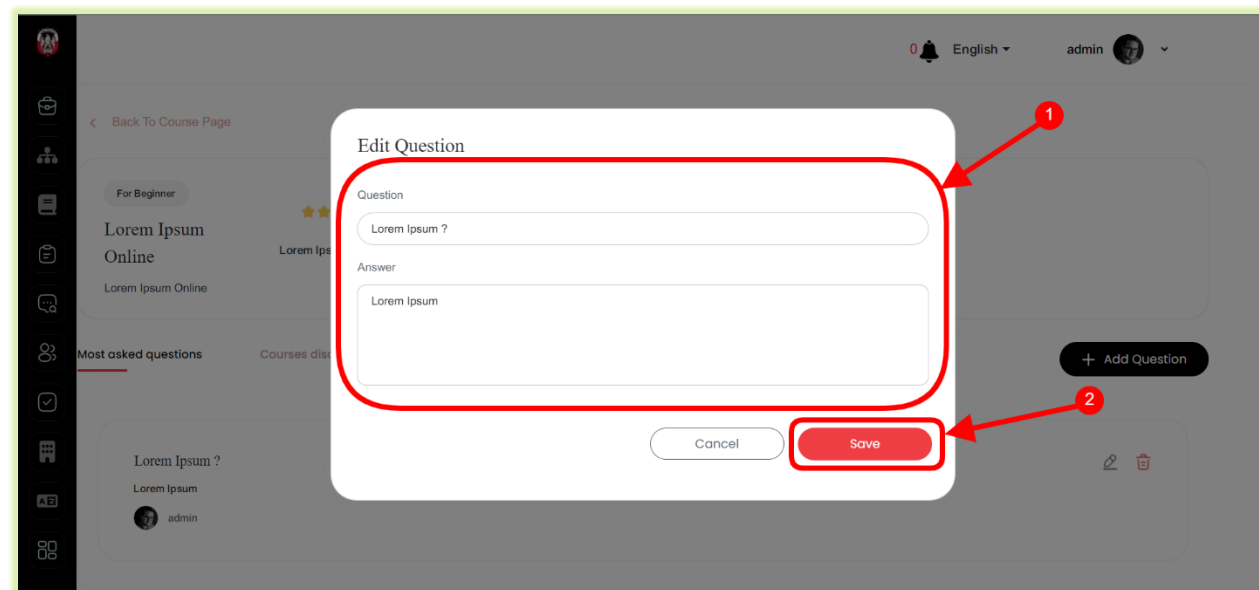
Company Name:

Blackstone Information Technologies LLC

Company Tel No: +971 2 6210672

Company Address:

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Delete Question

- Log in to the admin portal
- Click on "icon" course in sidebar.
- Click on card course.
- Click on "Open Course Discussion" Button
- Click on "icon" Delete.to any question



TaxRegistrationNumber: 100203645500003

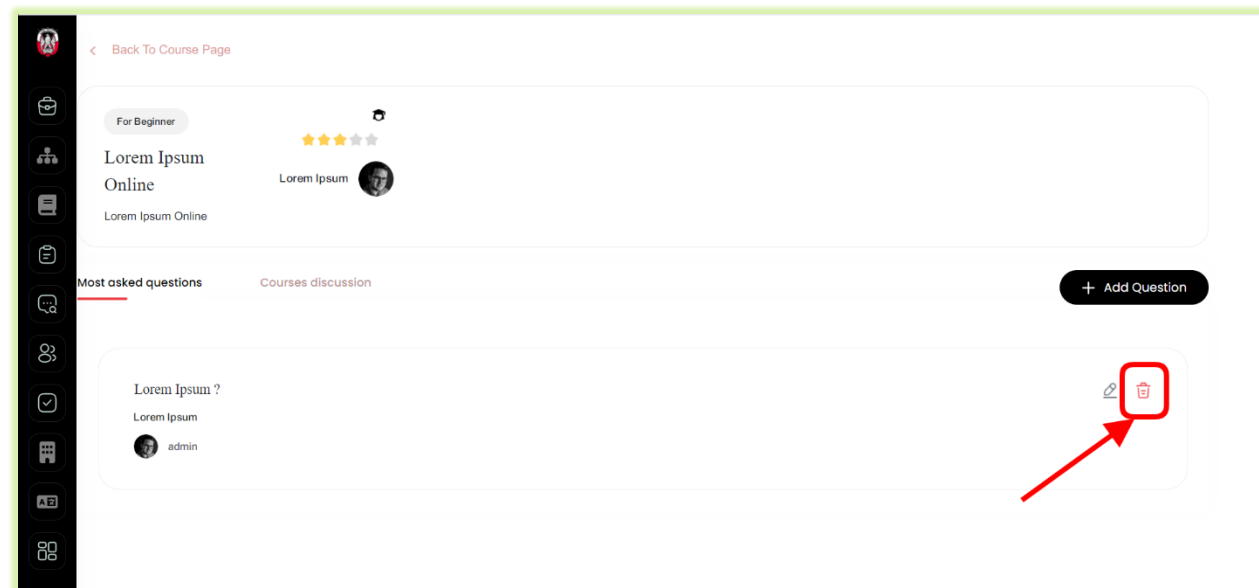
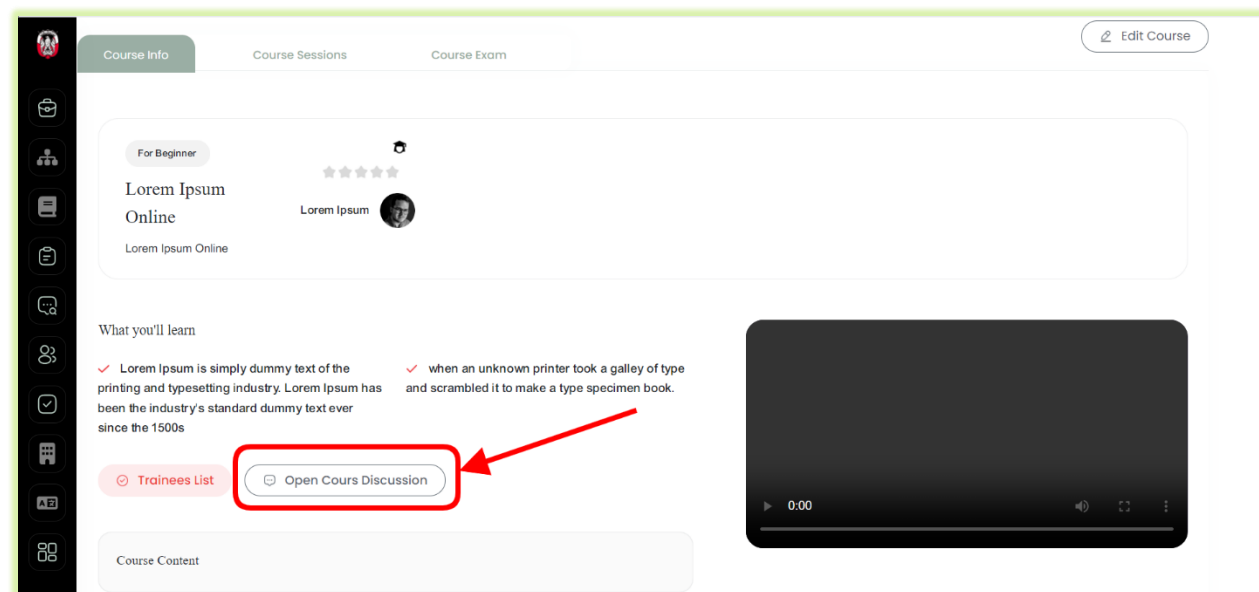
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

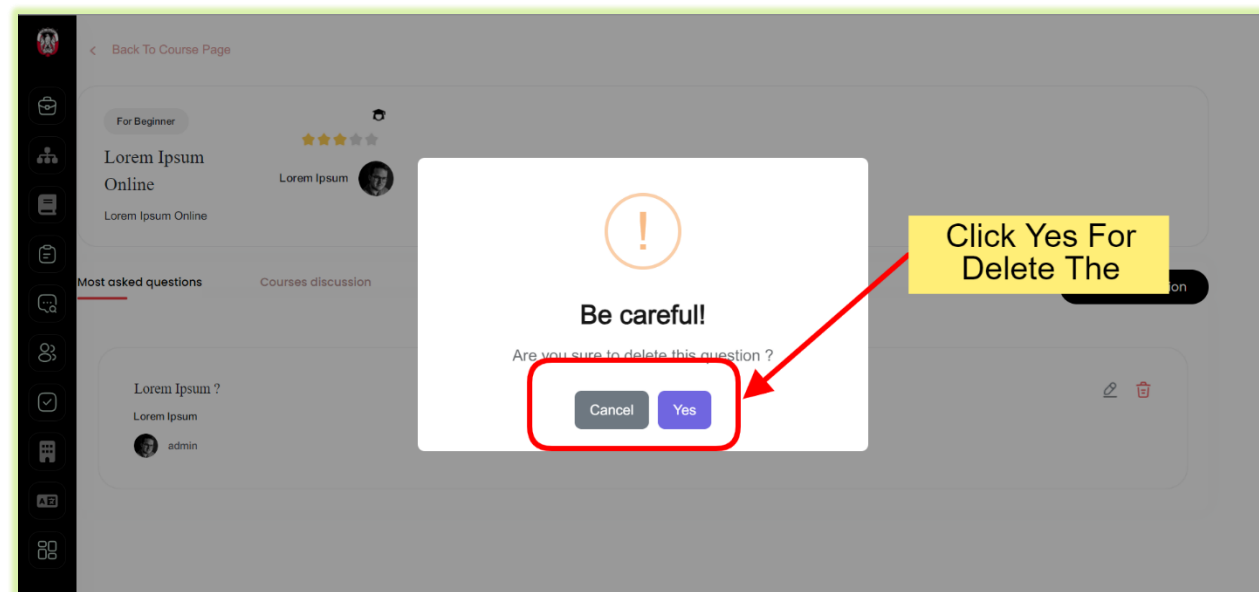
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



Reply Question

- Log in to the admin portal
- Click on "icon" course in sidebar.
- Click on card course.
- Click on "Open Course Discussion" Button
- Click on "Courses discussion" Tab
- Click on "reply" text for any question
- Fill in the required details for the reply question.
- Click on "Add" Button to save info reply question

TaxRegistrationNumber: 100203645500003

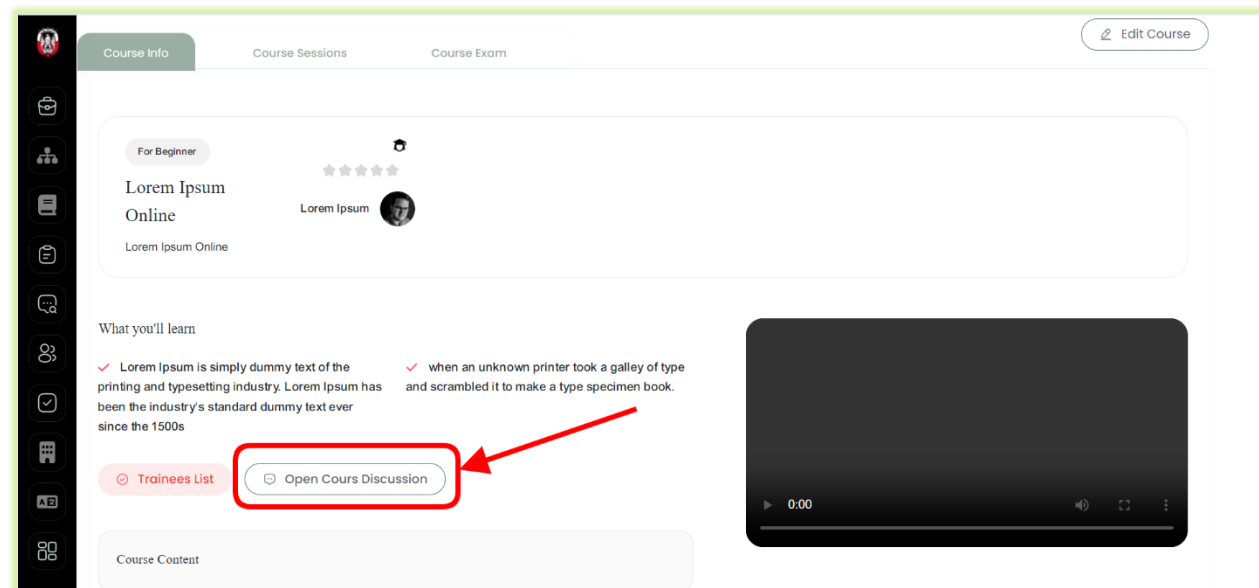
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

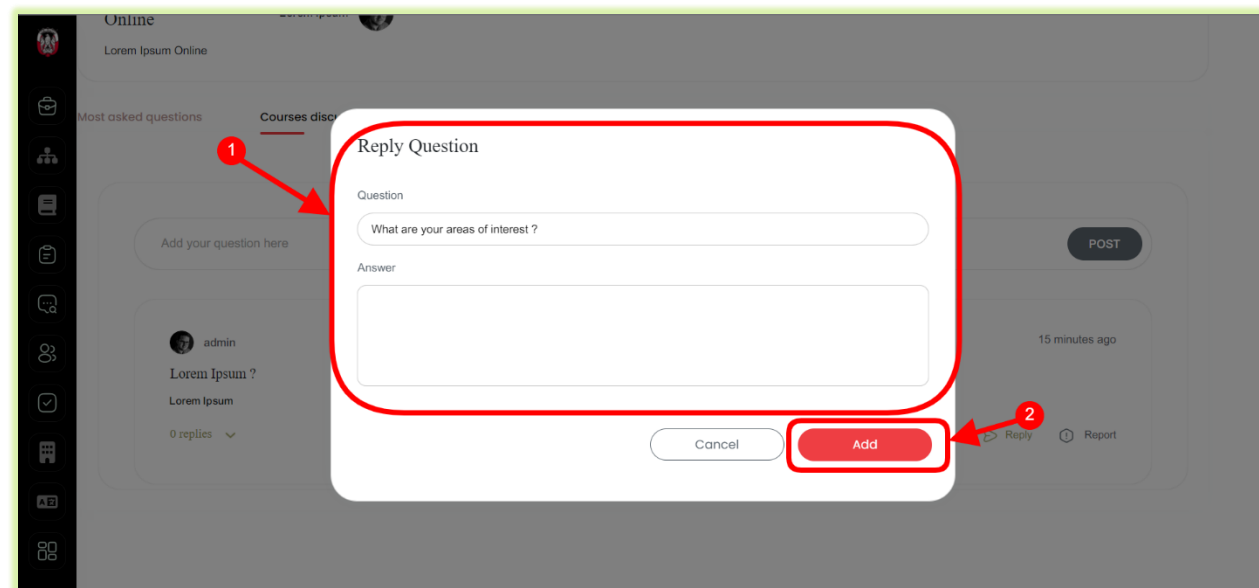
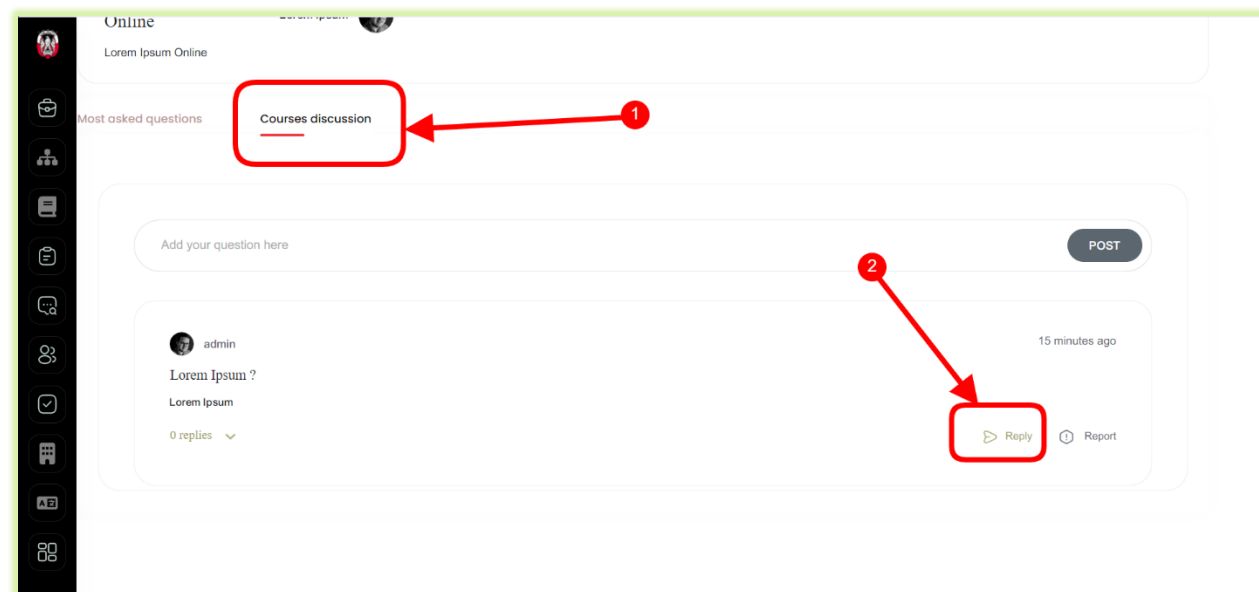
Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road, Abu Dhabi, United Arab Emirates, 146479



TaxRegistrationNumber: 100203645500003

Company Tel No: +971 2 6210672

Company Name:

Company Address:

Blackstone Information Technologies LLC

Baynunah Tower 2 3rd Floor Flat number 301 office number 15, Al Cornish Road,
Abu Dhabi, United Arab Emirates, 146479