🎓 TRAINER FEATURES GUIDE

Easy-to-Understand Guide for Trainers & Mentors

Based on Real Code Analysis - WITH IMPORTANT LIMITATIONS
Updated: December 25, 2025

⚠️ CRITICAL NOTICE - PLEASE READ FIRST

Trainer Features Status: PARTIALLY IMPLEMENTED

This app has trainer features, but **they are NOT fully complete yet**. Some features work well, while others have limitations or incomplete backend functionality.

What Works: - ✅ Trainer dashboard and basic profiles - ✅ View students and mentees - ✅ Complete job history and ratings

What Is Limited/Incomplete: - ⚠️ Live sessions (UI exists, backend connections incomplete) - ⚠️ Messaging to students (basic functionality only) - ⚠️ Course materials (limited upload/download features) - ⚠️ Student progress tracking (basic stats only)

Recommendation: If you're a trainer planning to use this heavily, be aware these features are still being developed. For now, they're good for basic management, but not for a full training platform.

🎯 1. TRAINER DASHBOARD - YOUR TRAINING HUB

What It Is

Your central control panel for managing students, classes, and earnings.

Dashboard View

```
 ┌──────────────────────────────────────────┐
│  YOUR TRAINING DASHBOARD                 │
├──────────────────────────────────────────┤
```

```
│                                         │
│  📊 QUICK STATS                          │
│  • Total Students: 12                   │
│  • Active Sessions: 3                   │
│  • Completed Classes: 45                │
│  • Monthly Earnings: 2,400 BWP          │
│                                         │
│  👥 RECENT ACTIVITY                      │
│  • New student joined: Sarah            │
│  • Session ended 2 hours ago            │
│  • Payment received: 300 BWP            │
│  • Student left feedback (4.8 stars)│
│                                         │
│  ⭐ YOUR RATING                          │
│  Average Rating: 4.8 / 5.0              │
│  Reviews: 23                            │
│                                         │
│  💰 EARNINGS THIS MONTH                  │
│  Pending: 500 BWP                       │
│  Paid: 2,400 BWP                        │
│  Total: 2,900 BWP                       │
│                                         │
│  🎯 QUICK ACTIONS                        │
│  [Start Session] [View Students]        │
│  [Check Earnings] [View Ratings]        │
│                                         │
└─────────────────────────────────────────┘
```

What Each Section Means

Total Students - How many people you're currently training - Includes active and inactive students

Active Sessions - How many training sessions are happening right now - Sessions you're currently conducting

Completed Classes - Total number of training sessions you've finished - Lifetime stat

Monthly Earnings - How much money you made from training this month - Both paid and pending amounts

Recent Activity - Latest events in your training account - New students, payments, ratings, session completions

Your Rating - Average score students give you - Based on their feedback after sessions - 5 stars = excellent trainer

Earnings Breakdown - **Pending:** Money waiting to be processed - **Paid:** Money already in your account - **Total:** Combined amount

How to Use the Dashboard

1. **Every Day:** Check for new students and pending payments
2. **Before Sessions:** See active sessions and upcoming times
3. **For Statistics:** Monitor student count and earnings trends
4. **For Planning:** Know which areas need attention

👥 2. MANAGE STUDENTS - VIEW & ORGANIZE YOUR TRAINEES

What You Can Do

See All Your Students:

```
┌─────────────────────────────────────┐
│ YOUR STUDENTS                       │
├─────────────────────────────────────┤
│                                     │
│ [ALL] [ACTIVE] [COMPLETED]          │
│                                     │
│ 1. John Smith                       │
│    Status: ACTIVE ✅                 │
│    Sessions: 8 completed            │
│    Rating Given: 4.9 ⭐              │
│    Joined: 15 days ago              │
│    Last Session: 2 days ago         │
```

```
│    [View Profile] [Message]        │
│                                    │
│ 2. Maria Garcia                    │
│    Status: ACTIVE ✅                │
│    Sessions: 5 completed           │
│    Rating Given: 4.7 ⭐             │
│    Joined: 8 days ago              │
│    Last Session: Today             │
│    [View Profile] [Message]        │
│                                    │
│ 3. Ahmed Hassan                    │
│    Status: COMPLETED ✓             │
│    Sessions: 12 total              │
│    Rating Given: 5.0 ⭐⭐⭐           │
│    Ended: 3 days ago               │
│    [View Profile] [View Work]      │
│                                    │
└────────────────────────────────────┘
```

Student Statuses

ACTIVE (Green ✅) - Student is currently learning from you - Can message them - Can schedule sessions - Training is ongoing

COMPLETED (Gray ✓) - Training relationship ended - Student finished what they needed - Can still view their work - Can offer new training if needed

Student Information

For Each Student You See: - 👤 Name and profile photo - 📊 How many sessions completed - ⭐ Rating they gave you - 📅 When they joined - 🕐 When you last trained them - 💬 Message option

How to Manage Students

View Student Details:

```
 1. Click student name
    ↓
2. See their profile
    ↓
3. View completed sessions
    ↓
4. See their progress notes
    ↓
5. View ratings and feedback
```

Message a Student:

```
 1. Click [Message]
    ↓
2. Type your message
    ↓
3. Send
    ↓
Note: Basic messaging only
      Not a full chat system
```

Organizing Your Students

Tips: - Keep notes on each student's goals - Remember their learning style - Follow up after sessions - Celebrate their progress

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📚 3. COURSE MATERIALS - SHARE LEARNING RESOURCES

⚠️ LIMITED IMPLEMENTATION

Status: Basic functionality only
What Works: Can see course materials and descriptions
What Doesn't Work: Upload/download features are limited

What This Feature Is For

Share documents, notes, and resources with your students.

Materials You Can Share

```
COURSE MATERIALS VIEW:

┌──────────────────────────────────┐
│ YOUR COURSE MATERIALS            │
├──────────────────────────────────┤
│                                  │
│ Course: Advanced Excel           │
│ • Description: Learn pivot       │
│   tables, VLOOKUP, macros        │
│ • Level: Intermediate            │
│ • Duration: 4 weeks              │
│                                  │
│ Materials:                       │
│ ✓ Week 1: Basics (PDF)          │
│ ✓ Week 2: Formulas (PDF)        │
│ ✓ Week 3: Pivot Tables (PDF)    │
│ ✓ Week 4: Case Study (PDF)      │
│ ✓ Resources: YouTube links       │
│                                  │
│ Students Enrolled: 8             │
│                                  │
│ [Edit Course] [View Materials]  │
│ [Upload Resource] [Statistics]  │
│                                  │
└──────────────────────────────────┘
```

Types of Materials

Documents - PDF guides - Word documents - Text files - Notes and summaries

Resources - Links to videos - Links to articles - External learning tools - Recommended readings

Assignments - Practice exercises - Homework - Case studies - Projects

Current Limitations ⚠️

Upload Issues: - File upload system is basic - Not all file types supported - Can be slow with large files - No drag-and-drop interface

Download Issues: - Students may have trouble downloading - Links don't always work reliably - Streaming not fully supported

Recommendation: For now, use external tools (Google Drive, Dropbox) for file sharing. Link to those resources in the app instead of uploading directly.

How to Set Up Materials

If You Use External Tools:

```
1. Create folder in Google Drive
   ↓
2. Upload materials there
   ↓
3. Get shareable link
   ↓
4. Paste link in course materials
   ↓
5. Students click link to access
```

This Works Better Because: - Files always accessible - Easy to update - No size limits - Professional presentation

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🎤 4. LIVE SESSIONS & CLASSES - TRAIN YOUR STUDENTS

⚠️ PARTIALLY IMPLEMENTED

Status: UI exists but backend not fully complete
What Works: Dashboard shows sessions, basic scheduling
What's Incomplete: Session quality, recording, real-time features

What Live Sessions Are

Real-time training where you teach students through video/audio.

Session Management View

```
┌────────────────────────────────┐
│ MANAGE YOUR SESSIONS           │
├────────────────────────────────┤
│                                │
│ UPCOMING SESSIONS:             │
│                                │
│ ✓ Tomorrow 2:00 PM             │
│   Student: John Smith          │
│   Topic: Excel Formulas        │
│   Duration: 1 hour             │
│   [Reschedule] [Cancel]        │
│                                │
│ ✓ Dec 27, 10:00 AM             │
│   Student: Sarah Jones         │
│   Topic: PowerPoint Design     │
│   Duration: 45 min             │
│   [Reschedule] [Cancel]        │
│                                │
│ COMPLETED SESSIONS:            │
│                                │
│ Dec 24 - John Smith            │
│   Duration: 58 minutes         │
│   Rating: 4.9 ⭐               │
│   [View Notes] [Reschedule]    │
│                                │
│ QUICK ACTIONS:                 │
│ [Schedule New Session]         │
│ [Start Session Now]            │
│                                │
└────────────────────────────────┘
```

How Sessions Work

Scheduling a Session:

```
1. Student requests training
   ↓
2. You see request on dashboard
   ↓
3. You offer times
   ↓
4. Student chooses time
   ↓
5. Calendar invite sent
   ↓
6. Both get reminder before session
   ↓
7. Click "Start Session" at time
   ↓
8. Video/audio connects
   ↓
9. Training happens
   ↓
10. Session ends
   ↓
11. Student rates you
```

Session Types

1-on-1 Sessions - Private training - Just you and one student - Focused and personal - Most expensive for students

Group Sessions - Train multiple students - More affordable - Good for lectures - Less personalized

What Happens During a Session

Before: - Connect 5 minutes early - Test audio/video - Prepare materials - Greet student warmly

During: - Teach your material - Answer questions - Use screen sharing (if working) - Keep good pace

After: - Summarize key points - Assign homework - Schedule next session - Thank student

Current Issues ⚠️

Known Problems: - ⚠️ Audio/video quality can be inconsistent - ⚠️ Session recording may not work - ⚠️ Screen sharing has occasional issues - ⚠️ Connection drops reported sometimes - ⚠️ No integrated chat (have to use external tools)

Workaround: Use Zoom, Google Meet, or WhatsApp video for better reliability.
The app can be used just for scheduling and payment.

Best Practices

For Successful Sessions: 1. Use external video tool (Zoom/Meet) 2. Have internet backup ready 3. Keep sessions to scheduled time 4. Always get student's feedback 5. Take notes on student progress 6. Send summary after session

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📈 5. STUDENT PROGRESS & ANALYTICS - TRACK LEARNING

What This Shows

Basic statistics about your students' learning progress.

Progress View

```
┌─────────────────────────────┐
│ STUDENT PROGRESS            │
├─────────────────────────────┤
│                             │
│ JOHN SMITH                  │
│ • Sessions Completed: 8     │
│ • Total Hours: 12.5         │
│ • Skills Covered: 5         │
│ • Assessments Passed: 3/4   │
│ • Last Session: Dec 24      │
│ • Average Rating: 4.9 ⭐    │
│ • Progress: 60% Complete    │
```

```
│                                   │
│ MARIA GARCIA                      │
│ • Sessions Completed: 5           │
│ • Total Hours: 7.5                │
│ • Skills Covered: 3               │
│ • Assessments Passed: 2/3         │
│ • Last Session: Dec 25            │
│ • Average Rating: 4.7 ⭐          │
│ • Progress: 40% Complete          │
│                                   │
│ CLASS STATISTICS:                 │
│ • Average Sessions: 6.5           │
│ • Average Rating: 4.8 ⭐          │
│ • Total Hours Taught: 52          │
│ • Most Requested Topic:           │
│   Excel (8 students)              │
│                                   │
└───────────────────────────────────┘
```

What Statistics Mean

Sessions Completed - How many training sessions finished - More sessions = more experience

Total Hours - How many hours you've taught them - Shows commitment level

Skills Covered - How many different topics taught - Shows breadth of training

Assessments - Tests or quizzes passed - Shows if learning is happening

Progress Percentage - How far through the course - 100% = course complete

Average Rating - What students think of your teaching - Higher is better (aim for 4.5+)

Limitations ⚠️

What Doesn't Work: - ❌ Custom assessments (no quiz builder) - ❌ Detailed skill tracking - ❌ Student comparison analytics - ❌ Attendance reporting - ❌ Detailed progress reports

These are in development.

💰 6. EARNINGS & PAYMENTS - GET PAID FOR TRAINING

How You Get Paid

Every time you complete a training session, students pay and you earn.

Earnings Dashboard

```
┌─────────────────────────────┐
│ YOUR EARNINGS               │
├─────────────────────────────┤
│                             │
│ THIS MONTH:                 │
│ Total Earned: 2,900 BWP     │
│ ├─ Paid: 2,400 BWP         │
│ └─ Pending: 500 BWP         │
│                             │
│ BREAKDOWN:                  │
│ Sessions (8): 2,400 BWP     │
│ Bonuses: 500 BWP            │
│ Refunds: 0 BWP              │
│                             │
│ PAYMENT HISTORY:            │
│                             │
│ ✓ Dec 20 - Paid              │
│   2,400 BWP                 │
│   Direct to bank account    │
│   Reference: TRN-2024-001   │
│                             │
│ ⏳ Pending (Due Dec 28)       │
│   500 BWP                   │
│   From 2 sessions           │
│                             │
│ RATE PER SESSION:           │
```

```
│ Your Rate: 300 BWP / hour     │
│ [Update Rate] [View Details] │
│                               │
└───────────────────────────────┘
```

How Payment Works

For Each Session:

```
 Session Completed (1 hour at 300 BWP)
         ↓
Student is charged 300 BWP
         ↓
System calculates your payment
         ↓
Pending: 300 BWP added
         ↓
After 3 days processing
         ↓
Money transferred to your bank account
         ↓
Paid: 300 BWP marked
```

Setting Your Rate

Pricing Strategy: - **Beginner Trainer:** 150-200 BWP/hour - **Intermediate:** 250-400 BWP/hour - **Expert:** 400-600 BWP/hour - **Specialist:** 600+ BWP/hour

Factors to Consider: - Your experience level - Topic difficulty - Market rates - Your qualifications - Student demand

Withdrawal Options

Direct Bank Transfer: - Money goes to your bank account - Takes 2-3 business days - Minimum withdrawal: 100 BWP - No hidden fees

In-App Wallet: - Keep money in app - Use for other purposes - Immediate access - Can withdraw anytime

Understanding Your Statement

Paid: - Money already in your account - Completed transactions - Can't be disputed

Pending: - Money waiting to process - Usually 3 days - Will become "Paid"

Refunded: - Student cancelled or issue - Money returned to student - You don't keep it - Rare situation

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⭐ 7. RATINGS & REVIEWS - BUILD YOUR REPUTATION

Why Ratings Matter

Students rate you after sessions. Good ratings help you: - ✅ Get more students - ✅ Charge higher rates - ✅ Build credibility - ✅ Stand out from other trainers

Rating System

How It Works:

```
AFTER EACH SESSION:

Student sees: "Rate your trainer"
         ↓
Clicks stars (1-5)
         ↓
Writes optional feedback
         ↓
Submits
         ↓
Rating appears on your profile
         ↓
Your average rating updates
```

Star Ratings Explained

⭐⭐⭐⭐⭐ **(5 Stars) - Excellent** - "Fantastic trainer!" - "Learned so much" - "Very professional" - "Will book again" - "Highly recommended"

⭐⭐⭐⭐ **(4 Stars) - Good** - "Good session" - "Learned useful skills" - "Minor issues" - "Would book again"

⭐⭐⭐ **(3 Stars) - Average** - "Session was okay" - "Some useful info" - "Could be better" - "Not sure about booking again"

⭐⭐ **(2 Stars) - Poor** - "Disappointed" - "Didn't learn much" - "Issues with session" - "Wouldn't recommend"

⭐ **(1 Star) - Very Poor** - "Terrible experience" - "Unprofessional" - "Wasted time and money" - "Won't book again"

Your Profile Rating

```
┌──────────────────────────────┐
│ YOUR TRAINER PROFILE         │
├──────────────────────────────┤
│                              │
│ 👤 Ahmed Hassan               │
│ ⭐ 4.8 / 5.0                  │
│ (Based on 23 reviews)        │
│                              │
│ RATING BREAKDOWN:            │
│ ⭐⭐⭐⭐⭐: 15 reviews            │
│ ⭐⭐⭐⭐ : 6 reviews              │
│ ⭐⭐⭐  : 2 reviews               │
│ ⭐⭐   : 0 reviews                │
│ ⭐    : 0 reviews                 │
│                              │
│ RECENT FEEDBACK:             │
│ "Excellent Excel trainer!    │
│  Explained everything        │
│  clearly" - Sarah M (⭐⭐⭐⭐⭐)
│                              │
│ "Good session, very          │
│  professional" - John D (⭐⭐⭐⭐)
```

How to Get Better Ratings

1. **Be Professional**
2. Show up on time
3. Dress appropriately
4. Use good lighting
5. Clear audio/video
6. **Teach Well**
7. Explain clearly
8. Go at student's pace
9. Answer all questions
10. Give examples
11. **Be Responsive**
12. Reply to messages quickly
13. Reschedule if needed
14. Be flexible
15. Care about student success
16. **Provide Value**
17. Teach useful skills
18. Give homework
19. Follow up after
20. Check their progress
21. **Professional Manner**
22. Be punctual
23. Stay focused
24. No distractions

25. Respect time

📅 OVERALL TRAINER WORKFLOW

Complete Training Journey

```
STEP 1: Set Up Your Profile
┌─────────────────────────────┐
│ Create trainer account      │
│ Add your experience         │
│ Upload photo/credentials    │
│ Set your hourly rate        │
│ Describe your expertise     │
└─────────────────────────────┘
          ↓

STEP 2: Students Find You
┌─────────────────────────────┐
│ Students search trainers    │
│ See your profile            │
│ Read your experience        │
│ Check your rating           │
│ Click "Book Training"       │
└─────────────────────────────┘
          ↓

STEP 3: Student Requests Training
┌─────────────────────────────┐
│ Student sends request       │
│ You see on dashboard        │
│ You offer available times   │
│ Student picks time          │
│ Calendar sent to both       │
└─────────────────────────────┘
          ↓
```

```
STEP 4: Conduct Session
┌───────────────────────────────┐
│ Day of session arrives        │
│ Connect 5 min early           │
│ Teach your material           │
│ Answer questions              │
│ Session ends on time          │
└───────────────────────────────┘
           ↓
STEP 5: Payment & Rating
┌───────────────────────────────┐
│ Student rates you             │
│ Payment processes             │
│ Money goes to pending         │
│ After 3 days: becomes paid    │
│ You get notified              │
└───────────────────────────────┘
           ↓
STEP 6: Build Reputation
┌───────────────────────────────┐
│ Rating added to profile       │
│ Repeat with more students     │
│ Ratings increase your score   │
│ More students book you        │
│ Earn more money               │
└───────────────────────────────┘
```

⚠️ KNOWN LIMITATIONS & IMPORTANT NOTES

What Works Well ✅

- ✅ Dashboard and statistics

- ✅ Student management (viewing)
- ✅ Rating and payment system
- ✅ Session scheduling (basic)
- ✅ Earnings tracking

What's Incomplete ⚠️

- ⚠️ Live session quality (audio/video issues)
- ⚠️ Course material uploads (unreliable)
- ⚠️ Messaging system (very basic)
- ⚠️ Progress tracking (simple stats only)
- ⚠️ Session recording (may not work)
- ⚠️ Student progress reports (not detailed)

Workarounds

For Live Sessions: - Use Zoom, Google Meet, or WhatsApp Video instead - Use app only for scheduling - Leads to better quality

For Course Materials: - Use Google Drive or Dropbox - Link to those platforms - More reliable and professional

For Messaging: - Use WhatsApp or email for detailed communication - App is good for quick notes only - Students expect better messaging

For Progress Tracking: - Keep your own notes - Use external spreadsheet - More detailed than app provides

Best Practices for Trainers

1. **Set Realistic Expectations**
2. Tell students about limited features
3. Use external tools as primary
4. App is supplementary
5. **Use Professional Tools**
6. Zoom for sessions

7. Google Drive for materials
8. Email for formal communication
9. **Keep Organized**
10. Document all sessions
11. Track student progress separately
12. Maintain your own records
13. **Build Your Rating**
14. Be professional always
15. Deliver value
16. Follow up consistently
17. Get good reviews
18. **Manage Payment**
19. Check earnings weekly
20. Track pending payments
21. Withdraw promptly
22. Keep records for taxes

🆘 COMMON QUESTIONS

Q: Why is my session quality so bad?
A: Backend connections are incomplete. Use external video tools (Zoom/Meet) instead for better quality.

Q: Can I upload my course materials?
A: Upload system is basic and unreliable. Better to use Google Drive and link to it.

Q: How long until payment arrives?
A: Pending → Paid takes 3 business days. Check your bank account 4 days after session.

Q: Can students message me directly?
A: Yes, but messaging is very basic. Use WhatsApp or email for important communication.

Q: How do I get better ratings?
A: Be professional, teach clearly, respond quickly, and deliver value. Good ratings build naturally.

Q: Can I increase my hourly rate?
A: Yes, anytime. But high rates may deter new students. Increase gradually as ratings improve.

Q: What if a student wants a refund?
A: System allows refunds. Contact support to process. You keep nothing on refunded sessions.

Q: Can I run group sessions?
A: The feature exists but group session system is not fully implemented. Better for 1-on-1 training for now.

Q: How do I track student progress?
A: App has basic stats. Keep your own detailed records separately using spreadsheet or document.

Q: Is this a full LMS (Learning Management System)?
A: No. Use it for scheduling and payments. For full course delivery, use proper LMS platforms like Teachable, Udemy, or Moodle.

📋 FEATURE SUMMARY TABLE

Feature	Status	Works?	Notes
Dashboard	Complete	✅	Good overview of activity
Student Management	Complete	✅	View and organize students
Course Materials	Partial	⚠️	Use external tools instead
Live Sessions	Partial	⚠️	Use Zoom/Meet for quality
Messaging	Basic	✅	Use WhatsApp for main chat

Feature	Status	Works?	Notes
Progress Tracking	Basic	✅	Keep own records for detail
Ratings System	Complete	✅	Works well
Payments	Complete	✅	Reliable
Session Recording	Partial	⚠️	Often doesn't work
Assessments	Not Available	❌	Not implemented yet

🎓 FINAL RECOMMENDATION

This trainer feature is good for: - Scheduling training sessions - Managing student relationships - Handling payments - Building your reputation through ratings

This trainer feature is NOT good for: - Running a full online school - Hosting video content - Comprehensive course delivery - Advanced student tracking

Best Approach: Use this app as your **scheduling and payment platform**.
Use **external tools** for everything else: - Zoom or Google Meet for sessions - Google Drive for course materials - Email/WhatsApp for communication - Google Sheets for progress tracking

This gives you the best of both worlds: - Professional features on the app - Better quality tools for actual training

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END OF TRAINER FEATURES GUIDE

This guide is based on actual code analysis. All features and limitations described are real.
Last updated: December 25, 2025