Kaltura

Chat and Collaboration for Events Webinar Agenda

> 💡
> OVERVIEW
>
> This training session covers the moderated chat and notifications function in the events platform. In this training, you will get familiar with the moderator's view, how to get attendees' pending messages, how to initiate polls, and how to set announcements/reactions.

Objectives

- How to access the moderator's view
- How to get attendees' pending messages?
- How to manage your groups?
- Learn about the recommended workflows and best practices.

Agenda

Topic	Instruction:
Greeting/ Introduction	
Attendee View	• Learn how attendees can use the Chat and Networking widget during the event. • Review different chat types available: peer-to-peer, group chat, and moderated chat.
Event Organizers View	• Learn how event organizers can administer the chat and notifications of their event
Moderator View	• Review the moderators workflow and best practices • Understand the moderator's view • Learn how to pull attendees' pending messages • Learn how to manage the 'My Messages' tab • Learn how to publish polls
Getting Help / Questions	

[template("cat-subscribe")]