

## Skeleton agenda

Last Modified on 09/20/2023 7:46 pm IDT

Skeleton Agenda is a simple graphic overview of what your agenda will look like.

It helps the content team understand how many sessions you have and the length of each session, how many sessions will play concurrently, and in which tracks (channels).

It is very important for you to fill in the Skeleton Agenda template with your channels and sessions so both your Kaltura Event Team and you as the event organizer will have a better visualization of your event structure.

different for each event The Skeleton Agenda will look, depending on the event size.

## **Skeleton Agenda Examples**

Live Simulive														
			SKELET	TON AGENDA										
Time	e zone	Tracks												
GMT	PST	Track 1 Track 2		Track 3	Track 4	Track 5	Track 6							
5:00 PM	9:00 AM													
5:10 PM	9:10 AM													
5:20 PM	9:20 AM													
5:30 PM	9:30 AM													
5:40 PM	9:40 AM	Keynote												
5:50 PM	9:50 AM													
6:00 PM	10:00 AM													
6:10 PM	10:10 AM	Session 1	Session 2	Session 3	Session 4	Session 5	Session 6							
6:20 PM	10:20 AM													
6:30 PM	10:30 AM													
6:40 PM	10:40 AM	Session 7	Session 8	Session 9	Session 10	Session 11	Session 12							
6:50 PM	10:50 AM													
7:00 PM	11:00 AM													
7:10 PM	11:10 AM													
7:20 PM	11:20 AM													
7:30 PM	11:30 AM													
7:40 PM	11:40 AM	Session 13	Session 14	Session 15	Session 16	Session 17	Session 18							
7:50 PM	11:50 AM													
8:00 PM	12:00 PM													
8:10 PM	12:10 PM	Session 19	Session 20	Session 21	Session 22	Session 23	Session 24							
8:20 PM	12:20 PM													
8:30 PM	12:30 PM													
8:40 PM	12:40 PM	Session 25	Session 26	Session 27	Session 28	Session 29	Session 30							
8:50 PM	12:50 PM													
9:00 PM	1:00 PM													

1day, short event



1day, 3 regions



9:40 AM				Simulive	Session 1					
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10:20 AM										
10:30 AM			Simulive Session 2	Simulive Session 3	Simulive Session	Simulive Session !				
10:40 AM										
10:50 AM										
11:00 AM			Simulive Session 6	Simulive Session	Simulive Session 8	Simulive Session 9				
11:10 AM			Simulive Session 10	Simulive Session 11	Simulive Session 12	Simulive Session 13				
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7:30 PM										

		ь	tonday, Nov 29		Tuesday, Nov 30					Wednesday, Dec.1					Thursday, Dec 2	
out .	PF (GMF =3)	Track 1	Track 2	Track 3	PT (GMT+2)	Track 1	Track 2	Track 3	PT (GMT+2)	Track 1	Track 2	Track 3	PF (GMF +20)	Track 1	Track 2	Track 3
LI DE AM	7.00.MM				7:00 AM				THEAM				THEAM			
2.30 AM	733AM				7.13 AM				733 AM				730 AM			
Z TREAM	7:30.MM				7.30 AM				7.30.00A				7:30 AM			
2 MI AM	741.00				7.65 AM				THEM				74144			
100 AM	8.00.004				E-00 AM				8:00 AM				8:00 AM			
IS AM	8:35.AM				R:SS AM				8:SAM				8:35 AM			
: NO AM	830AM				ESHAM				eseam.				8:30AM			
ASAM MINM	E45.6M				E/GAM E/RAM				EXSAM				8:45 AM 9:30 AM			
	9:00.AM															
13 AM 30 AM	9:33AM 9:30AM				E35 AM				933 AM				933AM 930AM			
30 AM	5.00.MM		Live Keynote Session		ESD AM				130.0M				5.00.0M			
COLAM COLAM	LE CO AM				20 SE-MM				9300AM				12:00 AM			
IS AM	IRISAM				30:35 AM				10.15.444				19.15.404			
133.AM	IR NO AM				30:30 AM				10:30.40				19:30 AM			
LAS AM	IR45 AM				30:45 AM				39:45.404				18:45.AM			
COD AM	12:00 AM	Simulive Session 1	Simulive Session 2	Simulive Session 3	33.00 AM				11:00 AM				11:00 AM			
E15 AM	13:15 AM				11:35 AM				11:15 AM				11:15 AM			
30 AM	13.30 AM				11:30:AM				11:30 AM				11:30 AM			
E ED AM	1240 AM				11:00 AM				11:49.MM				12:43.8M			
00 AM	12:00 PM	Simulive Session 4	Simulive Session 5	Simulive Session 6	12.00 PM				12:00 PM				12:00 PM			
II AM	12.15 PM				DIM				12:11 PM				12.11 PM			
30 AM	12.39 PM				12:00004				12:30 PM				12:30 PM			
AS AM	1245 PM				12-6594				1245PM				124594			
:00 AM	3:00 PM				1:0094				1:00 PM				5:00 PM			
E15 AM	3.15 PM				1:35 PM				1:15 PM				1:15 PM			
30 AM	1.30 PM				1:00PM				1:30 PM				2:30 PM			
CAS AM	1.45 PM				DOM				245 PM				140 PM			
00 AM	2:00 PM				2:00 PM				2:00 PM				2:00 PM			
CILAM	2.15 PM				231PM				231 PM				2.15 PM			
130 AM	2:30 PM				230MA				2:30 PM				2.30 PM			
45 AM	2.45 PM				245PM				245 PM				2.45 PM			
1:00 AM	3:00 PM				30094				3:00 PM				3:00 764			
ESSAM ESSAM	3:55 PM				3:35PM 3:30PM				3:15 PM				3:15 PM			
E 45 AM	2.00 PM				3:00M				3:30 PM 3:45 PM				2.30 PM			
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CIS AM	£33 PM				430MA				413 PM				£30 PM			
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e:6AM	5.45 PM				5:45 PM				5:45 PM				5.45 PM			
LINAM	E DO PRE				6:00 PM				5:00 PM				E:00 PM			
135 AM	E35 PM				633PM				6:33 PM				E137H			
LIEAM	E30 PM				6:30PM				8:30 PM				K30 PM			
LIDAM	ESTRE				EOM				KERM				EERH			
I DE PM	7.00 PM				7.00 PM				7.00 PM				7.00 PM			
LISTM	2.65 PM								2.85 PM				2,65 PM			
ESERM	2:50 PM	Live Keynote Seasion			7:00M				2:30 PM				2:50 PM			
-6FM	2.45 PM				7:45 PM				7:45 PM				2.45 PM			
NPM.	E:00 PM				8:00PM				2:00 PM				E:00 PM			
35 PM	E15 PM				835PM				8:15 PM				E15 PM			
xee	ESOPIA				E30PM				E30PM				E30 PM			
iom Iom	EAS PM				EOM				EGM EGM				E45 PH E00 PH			
II PM					9.20 PM											
NOW.	9.30 PM	Simulton Seculon 1 Simulton Seculon 2	Simulive Section 2	Irrative Sourion 2 Simulive Sourion 3	930MA				9.30 PM				8.11.PM			
SCOM .	9.35 PM				930M				9.30 PM				9.45 PM			
esm.	9:45 PM				9:45PM				245PM				9.45 PM			

Long event





## **Deliverables**

Please fill in the Skeleton Agenda template with your session hours. You do not have to fill in the session titles as these can be added later on.