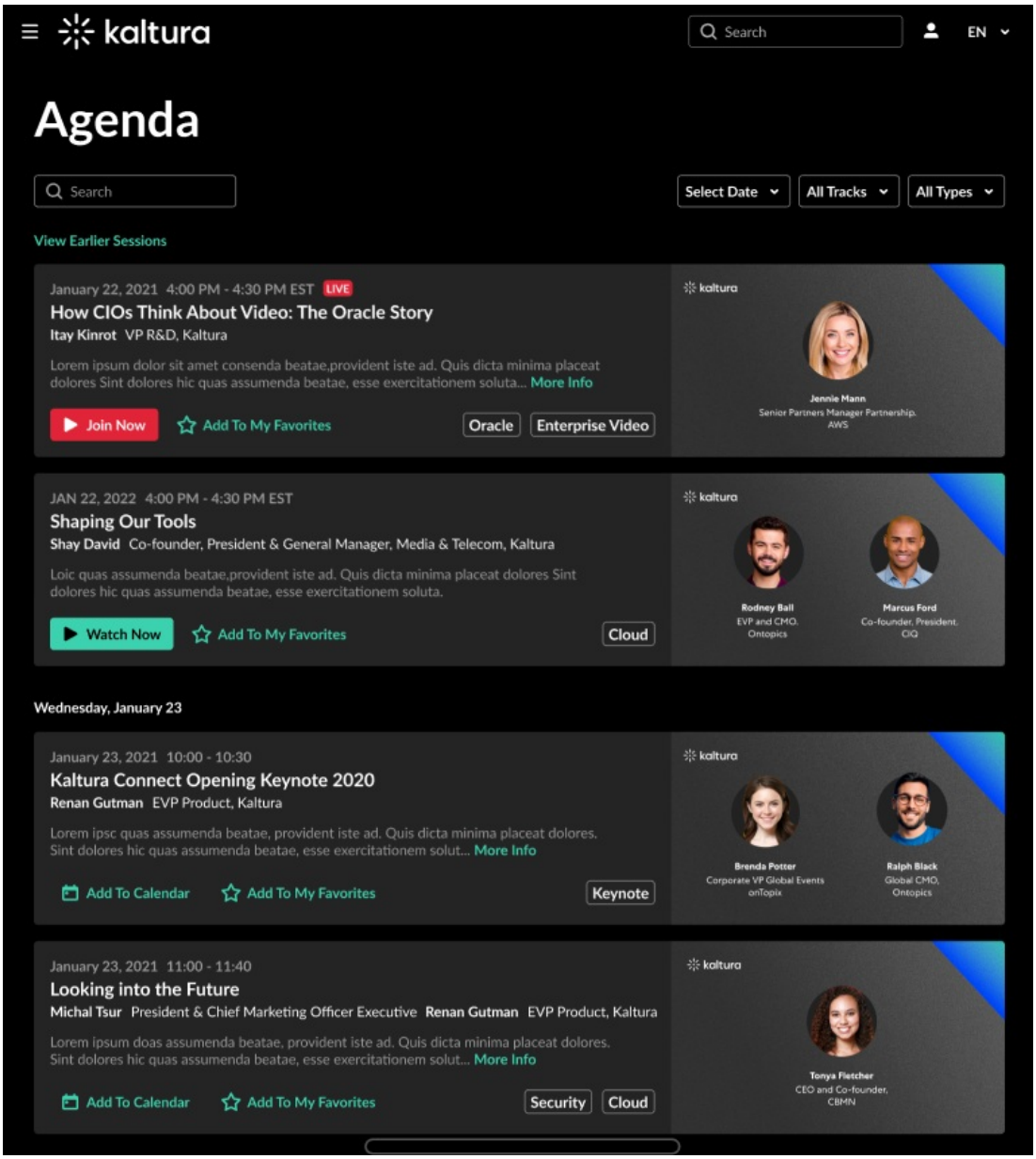
Agenda Page Guide

Last Modified on 02/14/2022 10:33 pm IST

The Agenda page presents all the scheduled sessions in an event. Attendees can search sessions using a search box or two customized filters, add sessions to their calendar or to their own personal Watch List. Planning for success requires organizers to offer a wide range of sessions on multiple topics for their audience to choose from—helping users increase the likelihood that any given attendee will find content that appeals to them.



Agenda Title

Default name: Live Broadcast Agenda

Recommended Max Characters: 25-30.

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Examples: Agenda, Live Agenda, Sessions Catalog.

Agenda Search Bar

Searches through titles, descriptions, and sessions tags.

Agenda Filters

Allow the attendee to filter sessions based on dates and tags.

The Agenda page has a max of 3 filters:

1. Date filter

2. 2 custom filters: Chosen before the metadata bulk upload - up to 2 custom metadata fields (See Entry Page Guide).

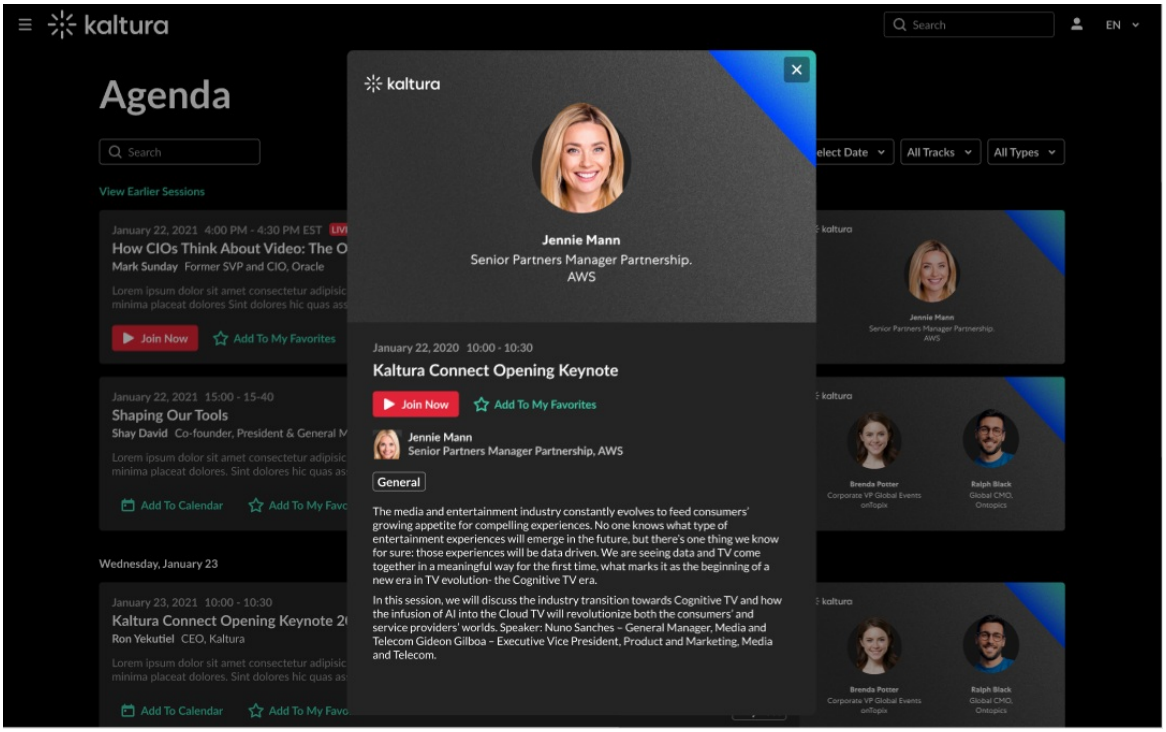
> ⚠ The custom metadata filters for the Agenda page are based on tags (e.g., Tracks, Types, Session Level)

Session Thumbnail

Thumbnails are required for all sessions.

It is recommended to have unique designs of thumbnails per session for a better user experience.

Technical Specifications: Format: JPG./PNG | Size: 1920 x 1080 pixels.



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Session Card

A session card is one view of a scheduled session.

If an attendee clicks “More Info” on the session card view, a pop-up view will appear.

The Session Card pop-up contains all the details of the session card.

1. Title
2. Description
3. Tags
4. Speakers' info (if applicable)
5. Thumbnail
6. Join Now: shown when the session starts.
7. Watch: when a scheduled session (live/simulive) was connected to their video source, a “Watch” button will appear and direct the attendee to watch the video-on-demand version of the session.
8. Add to Watch List: if applicable, gives the ability to add a specific session to the attendee's personal watch list.
9. Add to Calendar: gives the ability to download the sessions details as a calendar invite (e.g., Outlook, Google)

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