

# Agenda tab - Session analytics

Last Modified on 11/24/2024 9:32 pm IST

 This article is designated for all users.

## About

This article describes how to view analytics on your session once it is over.

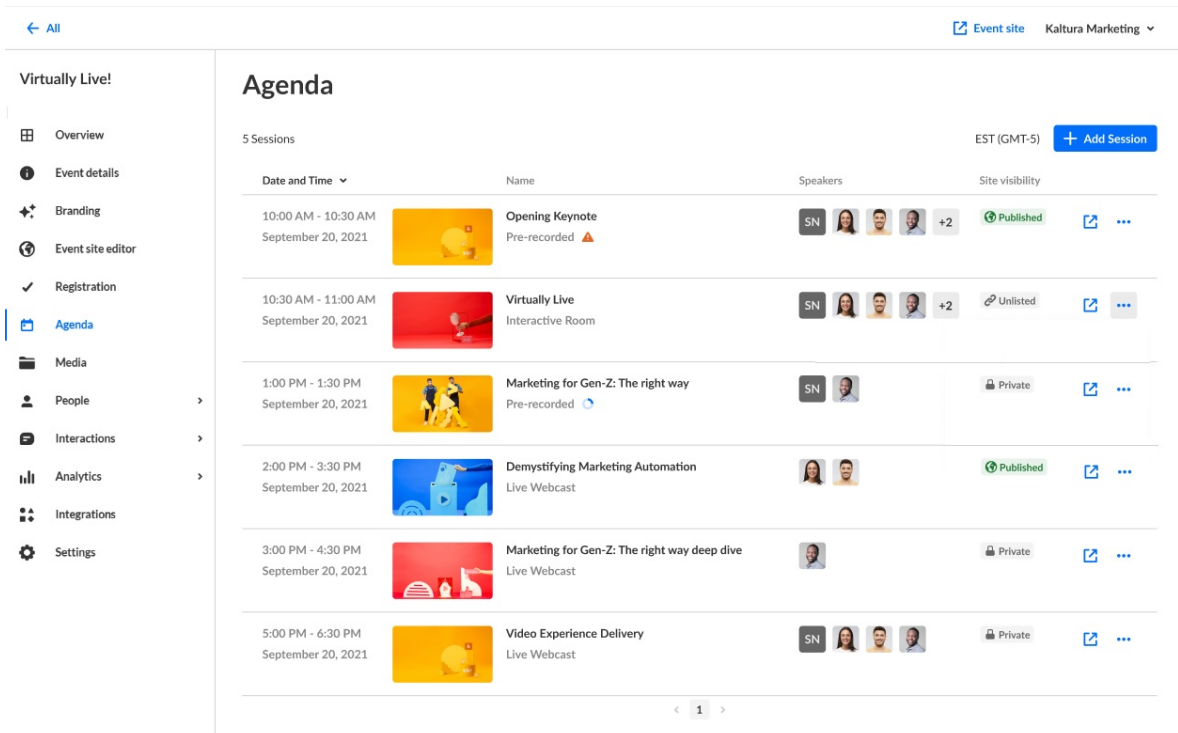
## View analytics after the session ends

### 1. Navigate to the Agenda page.

There are two ways to reach the Agenda page:

- By clicking Full agenda on the Agenda at a glance section of the Event Overview page.
- By clicking the Agenda tab.

The Agenda page displays.

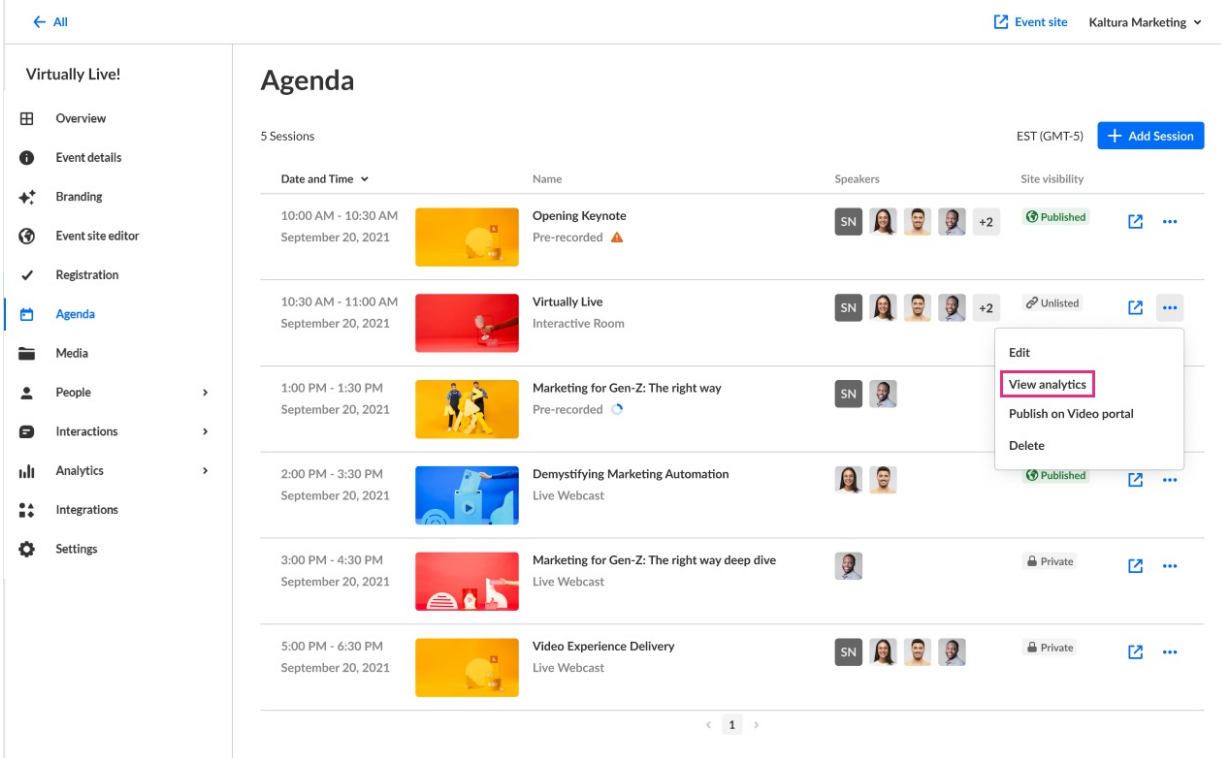


The screenshot shows the 'Agenda' page for an event titled 'Virtually Live!'. The page has a left-hand navigation menu with options like Overview, Event details, Branding, Event site editor, Registration, Agenda (highlighted), Media, People, Interactions, Analytics, Integrations, and Settings. The main content area displays a table of 5 sessions:

Date and Time	Name	Speakers	Site visibility
10:00 AM - 10:30 AM September 20, 2021	Opening Keynote Pre-recorded	SN [3 icons] +2	Published
10:30 AM - 11:00 AM September 20, 2021	Virtually Live Interactive Room	SN [3 icons] +2	Unlisted
1:00 PM - 1:30 PM September 20, 2021	Marketing for Gen-Z: The right way Pre-recorded	SN [2 icons]	Private
2:00 PM - 3:30 PM September 20, 2021	Demystifying Marketing Automation Live Webcast	[2 icons]	Published
3:00 PM - 4:30 PM September 20, 2021	Marketing for Gen-Z: The right way deep dive Live Webcast	[1 icon]	Private
5:00 PM - 6:30 PM September 20, 2021	Video Experience Delivery Live Webcast	SN [3 icons]	Private

Each session row includes a 'Date and Time' column, a 'Name' column with a small thumbnail, a 'Speakers' column with icons and a count, and a 'Site visibility' column with a status (Published, Unlisted, Private) and a blue link icon. A '+ Add Session' button is located in the top right corner of the agenda table.


### 2. Click the three blue dots to the right of the session and choose View analytics.



The screenshot shows the 'Agenda' page for an event. On the left is a navigation sidebar with options like Overview, Event details, Branding, Event site editor, Registration, Agenda (selected), Media, People, Interactions, Analytics, Integrations, and Settings. The main content area displays a table of sessions:

Date and Time	Name	Speakers	Site visibility
10:00 AM - 10:30 AM September 20, 2021	Opening Keynote Pre-recorded	SN [3 icons] +2	Published
10:30 AM - 11:00 AM September 20, 2021	Virtually Live Interactive Room	SN [3 icons] +2	Unlisted
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5:00 PM - 6:30 PM September 20, 2021	Video Experience Delivery Live Webcast	SN [3 icons]	Private

A dropdown menu is open for the 'Marketing for Gen-Z: The right way' session, showing options: Edit, View analytics (highlighted), Publish on Video portal, and Delete.

 In the following example, we are viewing analytics for a Live entry.

The first portion of the page provides the following information:

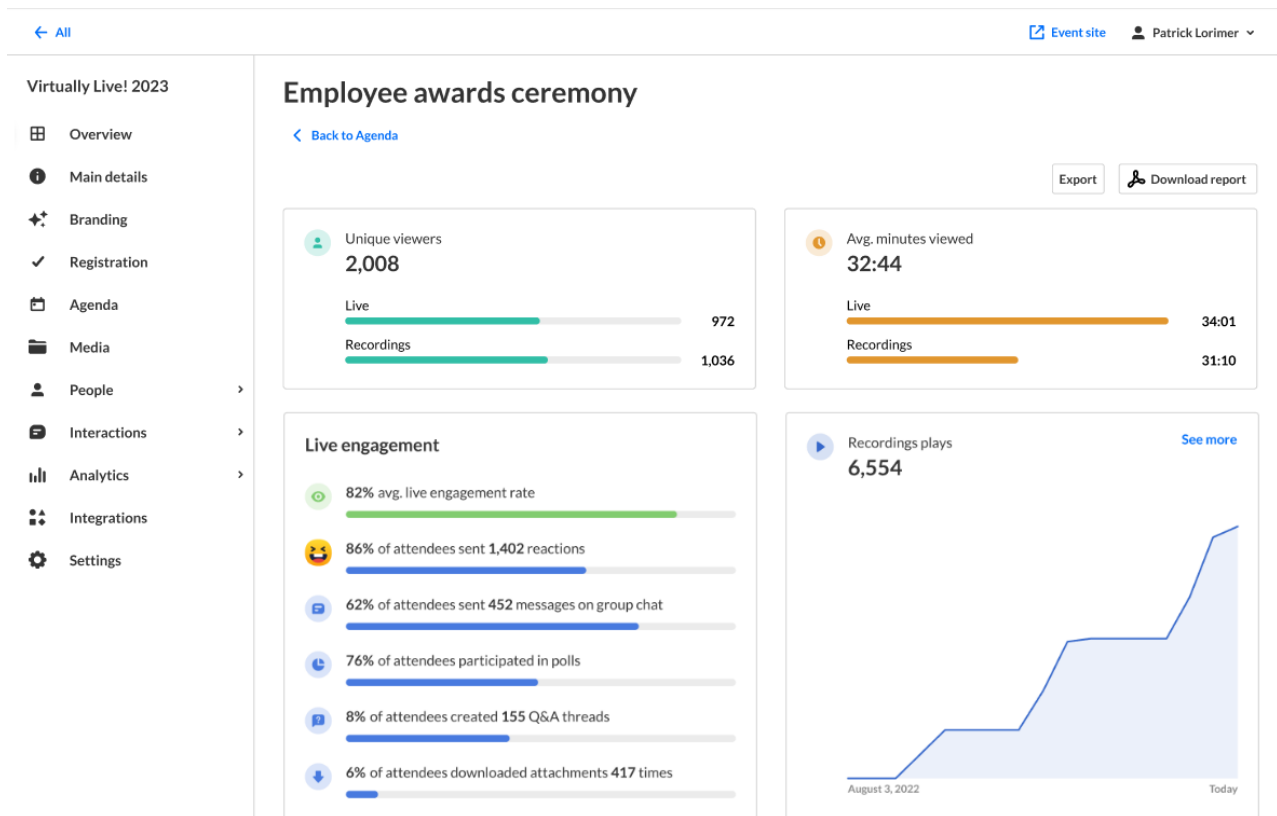
**Unique viewers** - Number of unique users that viewed the live session or the recording.

**Average minutes viewed** - Average number of minutes viewed per viewer.

### Live engagement

- Average live engagement rate - Average engagement rate of all users during the session.
- Sent live reactions - Percentage of users that sent one or more reactions during the live session and the number of reactions sent in the session.
- Sent messages on group chat - Percentage of users who sent messages on the group chat and total number of group chat messages sent in the session.
- Participation in polls - Percentage of users who participated in polls.
- Q&A threads created - Percentage of users who created Q&A threads and total number of Q&A threads opened in the session.
- Attachments downloaded - Percentage of users who downloaded attachments and total number of downloads of session attachments.

## Recordings plays - Number of times that the recording started playback.

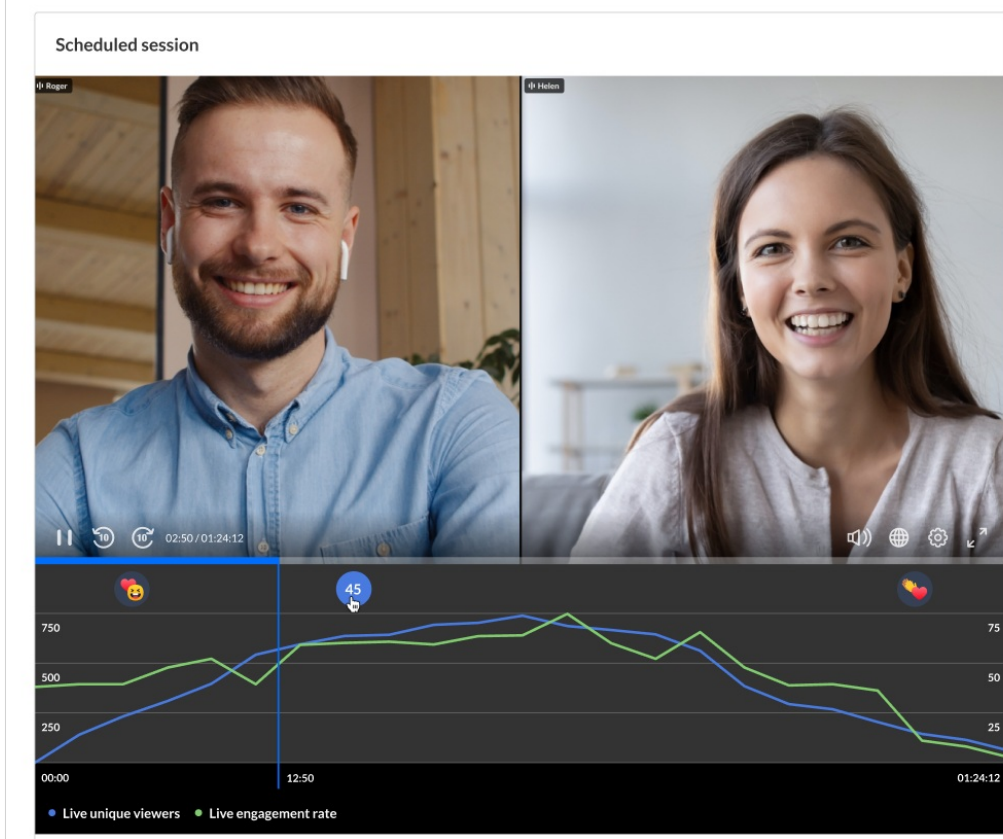


The next portion focuses on live unique viewers and live engagement rate.

**Live unique viewers** (blue line) - Number of users at each point of the session (compare to numbers on the left side).

**Live engagement rate** (green line) - Average live engagement rate across all users in the session at each point (compare to percentages on right side). Use this data to spot the most engaging moments in the session.

Note the points in the session that received the highest reaction rates. Engagement and reactions are synced with the session's playback.



The next portion provides information on viewer engagement.

**Minutes viewed** - Number of minutes viewed per user.

**Reactions** - Number of reactions sent by the user over the course of the live session.

**Raised hands** - Number of times user raised hand over the course of the live session.

**Live engagement rate** - Average engagement rate of the user during the session.

Note the heatmap for each viewer. The darker color shade indicates higher engagement. Viewers who are considered to be highly engaged have the tab in focus, are watching in full screen, and/or have the sound on. The lighter color shade indicates lower engagement. Viewers who are considered to be less engaged may not have the tab in focus, are not watching the full screen, and/or have the player muted.

	Viewer engagement	Stage participation	Presented media
<a href="#">Export</a>			
Name	Minutes viewed	Reactions	Live engagement rate
<b>Total</b>	44,201	31	45% <div style="width: 45%;"></div>
▶ <b>Roger Chalmer</b> Speaker	44	0	45% <div style="width: 45%;"></div>
▼ <b>Thomas Anderson</b> Viewer	42	0	45% <div style="width: 45%;"></div>
<div style="display: flex; justify-content: space-between; width: 100%;"> <span>0</span> <span>1</span> <span>2</span> <span>3</span> <span>4</span> <span>5</span> </div>			
▶ <b>Barack Azim</b> Moderator	42	0	45% <div style="width: 45%;"></div>
▶ <b>Eric Lorimer</b> Host	41	0	45% <div style="width: 45%;"></div>
▶ <b>Helen Patrick</b> Viewer	40	0	45% <div style="width: 45%;"></div>
▶ <b>Constance Chen</b> Viewer	40	0	45% <div style="width: 45%;"></div>
▶ <b>Jamie Lowell</b> Viewer	40	0	45% <div style="width: 45%;"></div>
▶ <b>Sandra Sunderland</b> Viewer	39	0	45% <div style="width: 45%;"></div>
▶ <b>Chris Verazano</b> Viewer	39	0	45% <div style="width: 45%;"></div>
<div style="display: flex; justify-content: center; gap: 5px;"> <span>&lt;</span> <span>&gt;</span> <span>1</span> <span>2</span> <span>3</span> <span>4</span> <span>5</span> </div>			

The next portion provides information on recordings with plays over time.

**Recordings** - Number of times that the recording started playback.



Press View Details to view additional details about the recordings.

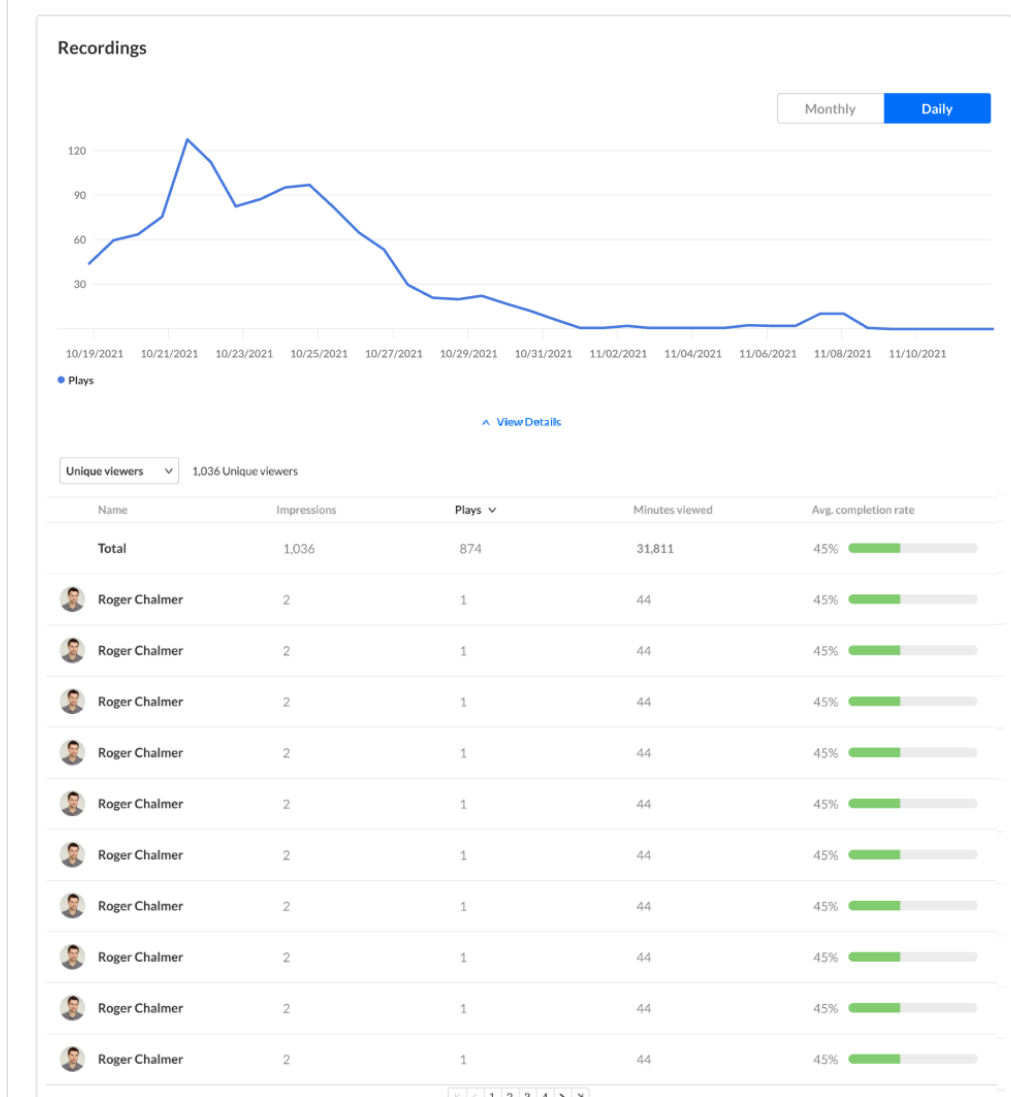
**Impressions** - Number of times the user loaded the player.

**Plays** - Number of times the user started playback on the player.

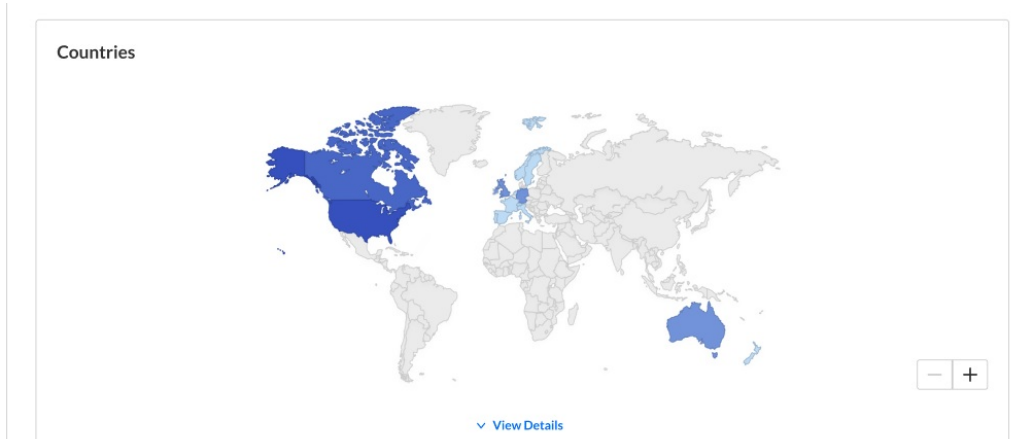
**Minutes viewed** - Number of minutes viewed by the user.

**Average completion rate** - Average completion rate of the video over all plays. Each

percentile viewed by the user in each play is counted and summed up. Then this number is divided by the number of plays that the user had.



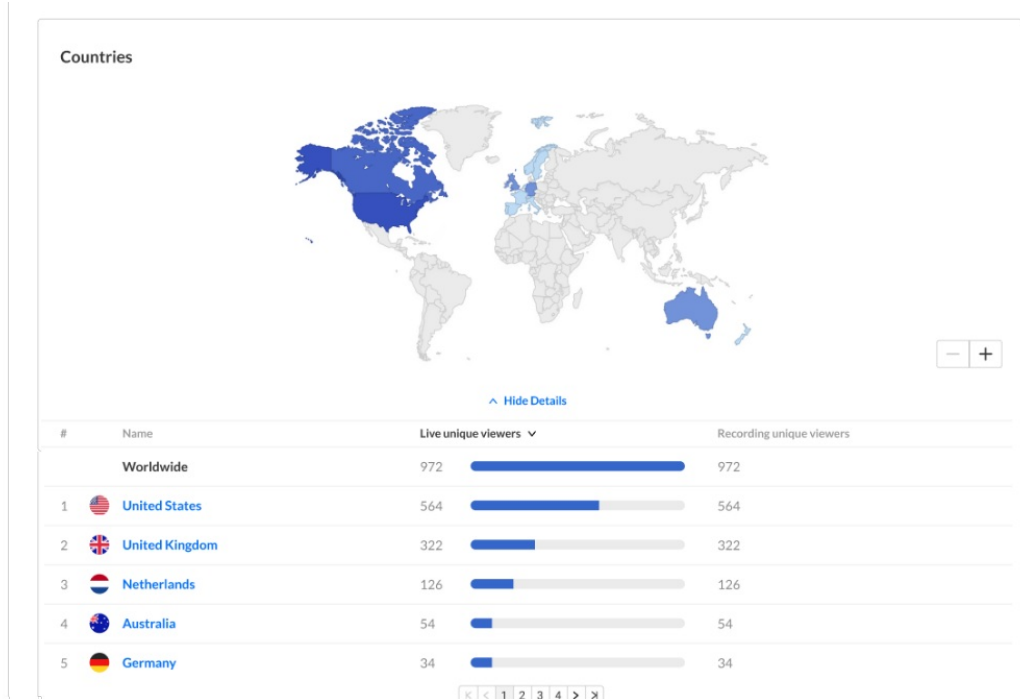
The next section allows you to discover from where your attendees watch the session (live or for the VOD experience).



Press View Details to view additional details about the countries.

**Live unique viewers** - Number of unique viewers that watched the live session (live or meeting) from the country.

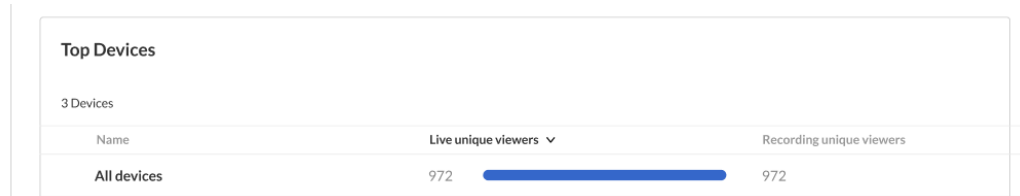
**Recording unique viewers** - Number of unique viewers that watched the recording from the country.



The next section allows you to see on which devices your session was watched (live or for the VOD experience).

**Live unique viewers** - Number of unique viewers that watched the live session (live or meeting) on the device.

**Recording unique viewers** - Number of unique viewers that watched the recording on the device.



## Download report

You may click on the **Export** button to export the users list and their engagement data. You may also click the **Download Report** button to download a PDF version of the dashboard.