

Interactive session

Last Modified on 10/07/2024 3:37 pm IDT

 This article is designated for all users.

About

Interactive sessions allow attendees to connect with others during your virtual event. Hosts can use this collaboration space to provide demos with advanced moderation controls, breakout rooms that allow smaller group interactions, and so much more! Engage attendees through interactive tools like chat, breakout rooms, live polls, screen sharing, whiteboard, and more. Enhance your event experience by adding an interactive session with the speaker right after the session for a small group of attendees to interact with the speaker in a more intimate environment.

Interactive session

Sessions that gather everyone in an engaging discussion, brainstorm, or anything in between.



All speakers or attendees on one stage

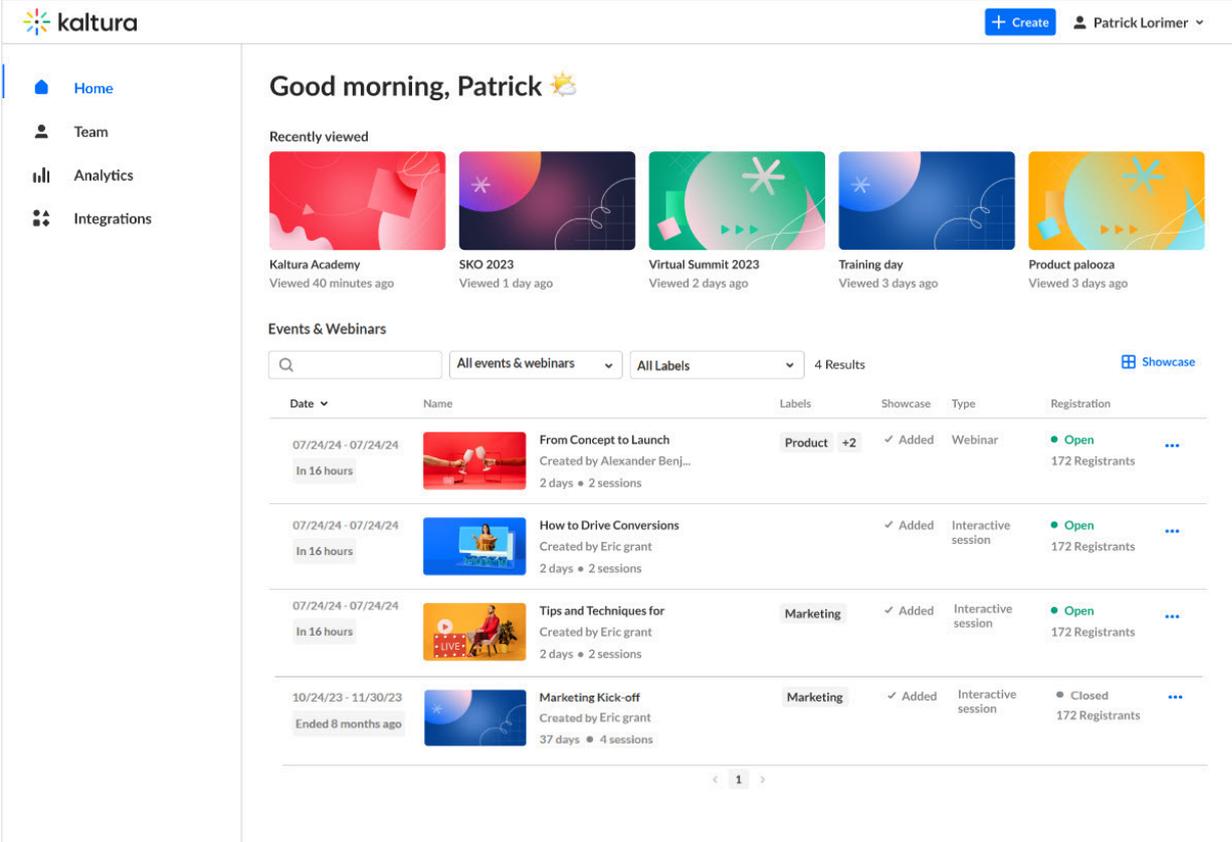
Host engaging sessions with your audience

send announcements, polls, crowd reactions

attendees ask questions in real-time

To create an Interactive session

1. Log into your Kaltura Events account. The Kaltura Events Home page displays with the Home tab open by default.



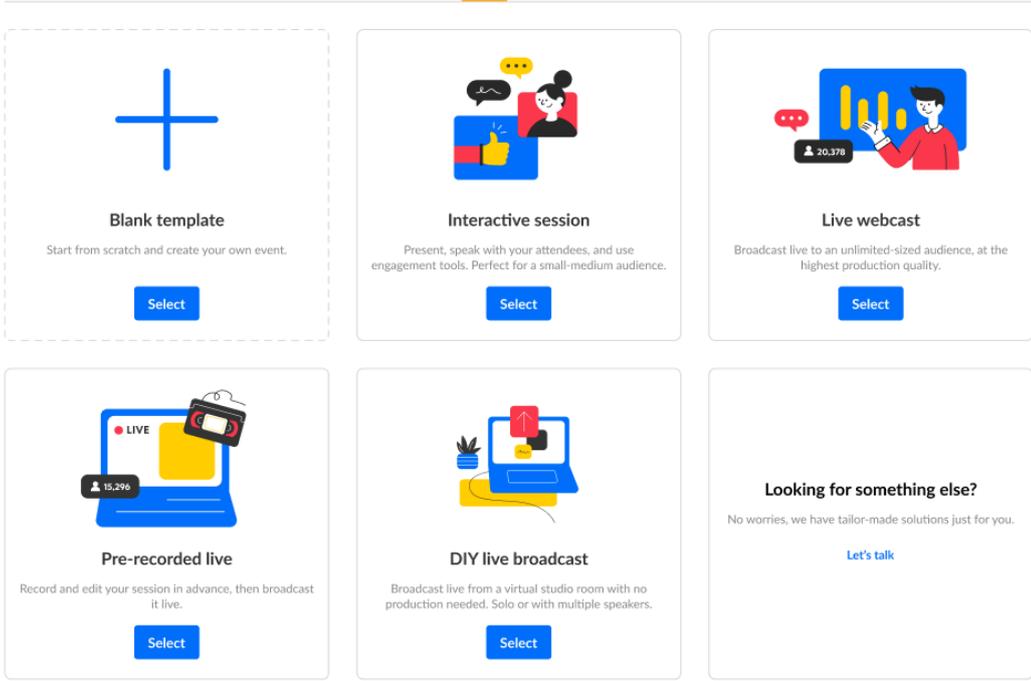
The screenshot shows the Kaltura user interface. At the top left is the Kaltura logo. In the top right corner, there is a '+ Create' button and a user profile for 'Patrick Lorimer'. A left-hand navigation menu includes 'Home', 'Team', 'Analytics', and 'Integrations'. The main content area is titled 'Good morning, Patrick' and features a 'Recently viewed' section with five event thumbnails: 'Kaltura Academy', 'SKO 2023', 'Virtual Summit 2023', 'Training day', and 'Product palooza'. Below this is an 'Events & Webinars' section with a search bar, filters for 'All events & webinars' and 'All Labels', and a 'Showcase' button. The events are listed in a table with columns for Date, Name, Labels, Showcase, Type, and Registration.

Date	Name	Labels	Showcase	Type	Registration
07/24/24 - 07/24/24 In 16 hours	From Concept to Launch Created by Alexander Benj... 2 days • 2 sessions	Product +2	✓ Added	Webinar	● Open 172 Registrants
07/24/24 - 07/24/24 In 16 hours	How to Drive Conversions Created by Eric grant 2 days • 2 sessions		✓ Added	Interactive session	● Open 172 Registrants
07/24/24 - 07/24/24 In 16 hours	Tips and Techniques for Created by Eric grant 2 days • 2 sessions	Marketing	✓ Added	Interactive session	● Open 172 Registrants
10/24/23 - 11/30/23 Ended 8 months ago	Marketing Kick-off Created by Eric grant 37 days • 4 sessions	Marketing	✓ Added	Interactive session	● Closed 172 Registrants

- Click the blue **+ Create** button in the upper right corner of the screen. If no current events or webinars exist, you may also click the **+ Create** button in the main body of the page. The Get started with a template page displays.

Get started with a template

Presets Custom



The screenshot shows a user interface for selecting a template. At the top, there are two tabs: 'Presets' (which is active and underlined) and 'Custom'. Below the tabs is a grid of six template cards. Each card contains an illustration, a title, a short description, and a blue 'Select' button. The first card, 'Blank template', is highlighted with a dashed border. The other cards are 'Interactive session', 'Live webcast', 'Pre-recorded live', 'DIY live broadcast', and 'Looking for something else?'.

If your Kaltura Events is configured with Custom templates (as in our example above), the Get started with a template page displays two tabs - one for Preset templates (Presets) and one for Custom templates (Custom). If Custom templates are not configured, the Get started with a template page does not display the two tabs, and only displays Preset templates from which to choose.

3. Choose the Interactive session preset template. The Let's get started page displays.

Let's get started

Start with a few details about your event

Title 0/120

Short description

B *i* u   

Start time **End time**

→

Time zone

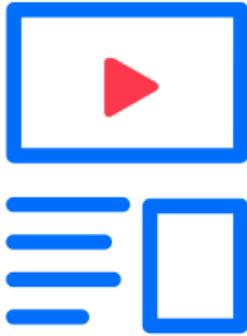
EDT (GMT-04:00) America/New_York ▼

Attendees will log into the event with:

- Login link via email
- Email and password

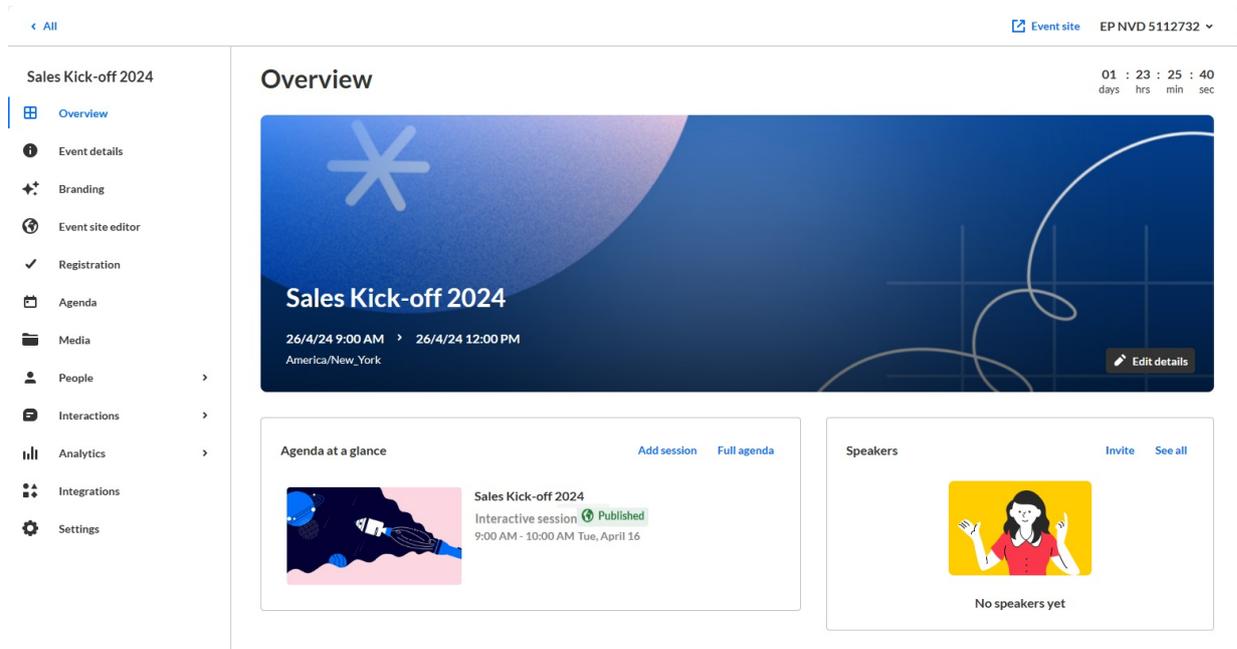
Create Cancel

4. Enter the following:
 - Title - A title for your event (char limit is 120).
 - Short description - A description for your event.
 - Start time - The day and time your event will start.
 - End time - The day and time your event will end.
 - Time zone - The time zone for your event.
5. Choose whether attendees will log into the event with a login link via email (AKA Magic Link), or with an email and password. **This option is only available for Preset event templates and, after creation of event, can only be changed by Kaltura. On Custom event templates, this will be preconfigured by the template.**
6. Click **Create**. The building process begins. This may take a few minutes.



Creating your event

Once complete, the Event page displays with the Overview tab open by default.



The event site and registration are not yet published at this point.

The Overview page acts as the home page for this particular event. This page displays the vital details of the event. Information displayed includes:

- Event status (a countdown to when the event will start, "Happening now", or "Ended [time period] ago")
- Event name, scheduled date and time, time zone, and description (if provided).
- Agenda at a glance (displays the individual sessions within your event)
- Speakers (displays the speakers scheduled for the event)

The Overview page also includes a link to the event site; simply click the blue **Event site** button on the top right corner of the screen. To learn more about your event site, see [Getting to know your event site, session page, and lobby page](#).

You may also edit vital details directly from this page:

- Edit the event by clicking on the **Edit details** button in the lower right corner of the event banner. See [Edit the Event Details](#).
 - Edit the agenda by clicking on the **Edit** button that displays when hovering over a particular session. See the following articles:
 - [Agenda tab - Add and edit Interactive Room session](#)
 - [Agenda tab - Add and edit Live Webcast session](#)
 - [Agenda tab - Add and edit Pre-recorded session](#)
 - [Agenda tab - Add and edit DIY live webcast session](#)
 - Invite speakers by clicking on the **Invite** button or navigate to the Speakers page by clicking **See all**.
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