

'Interludes' for event receptions and breaks

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 This article is designated for moderators and hosts

About

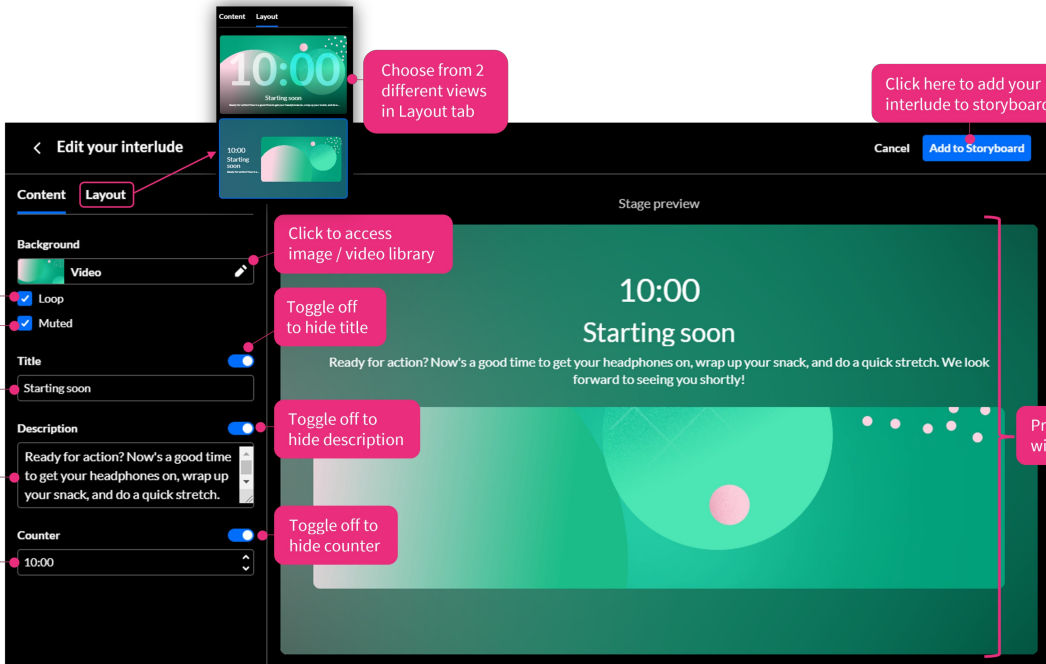
Elevate your presentations and captivate your audience with our **Interludes** feature! Effortlessly create dynamic displays to welcome guests or display during breaks with our user-friendly templates and real-time countdown timer. We offer a collection of aesthetic backgrounds to choose from, or you can get creative by uploading your own visuals and creating your own text.

Explore two types of 'Interludes':

Reception: Set the tone of your event perfectly by creating reception screens with inspiring images or motivational videos to welcome guests as they gather in the room.

Break: Enhance your meeting breaks with fun visuals and a dynamic countdown timer. Whether it's halfway through the event or a planned break time, these displays keep everyone informed about when the break ends and encourage a timely return to the meeting room.

Features

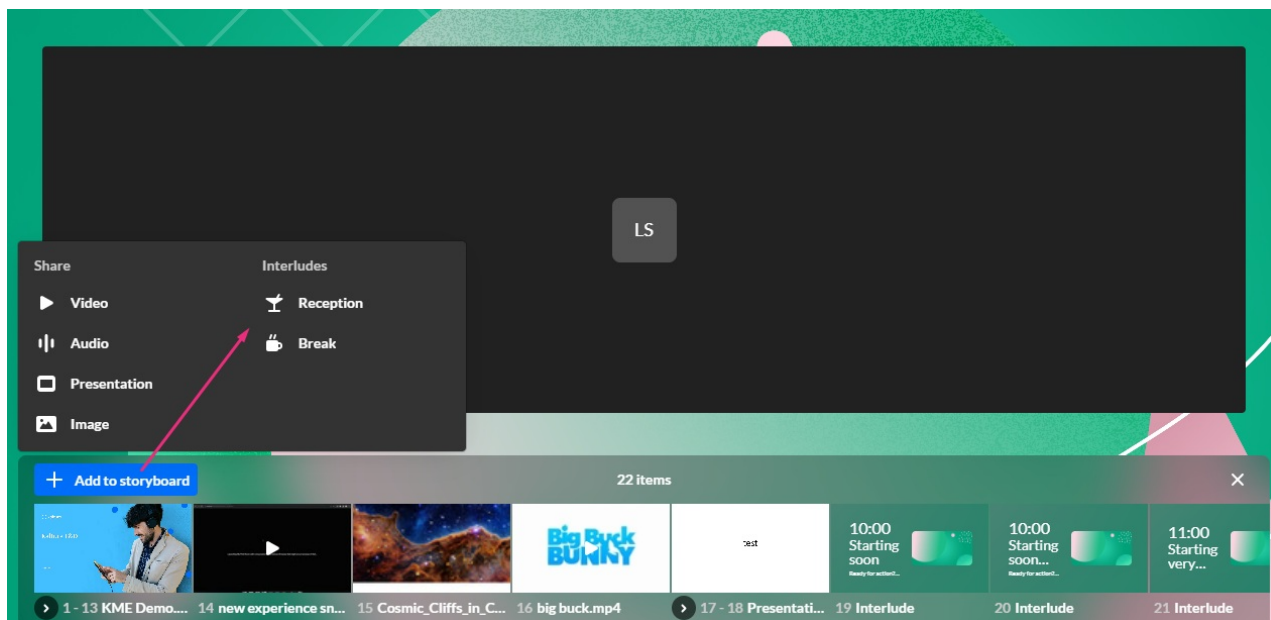


The screenshot shows the 'Edit your interlude' interface with the following callouts:

- Choose from 2 different views in Layout tab:** Points to the 'Layout' tab and a preview of a different interlude view.
- Click here to add your interlude to storyboard:** Points to the 'Add to Storyboard' button.
- Click to disable video loop:** Points to the 'Loop' toggle switch.
- Click to unmute video:** Points to the 'Muted' toggle switch.
- Type a title for your interlude:** Points to the 'Title' input field.
- Type text to appear under title:** Points to the 'Description' text area.
- Enter countdown duration (mins):** Points to the 'Counter' input field.
- Click to access image / video library:** Points to the 'Background' selection area.
- Toggle off to hide title:** Points to the title visibility toggle.
- Toggle off to hide description:** Points to the description visibility toggle.
- Toggle off to hide counter:** Points to the counter visibility toggle.
- Preview window:** Points to the 'Stage preview' area.

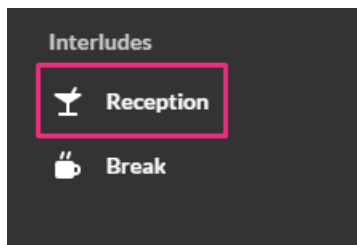
Create

1. Click **+ Add to storyboard**.
The Interlude menu displays.
2. Click **Reception** or **Break**.

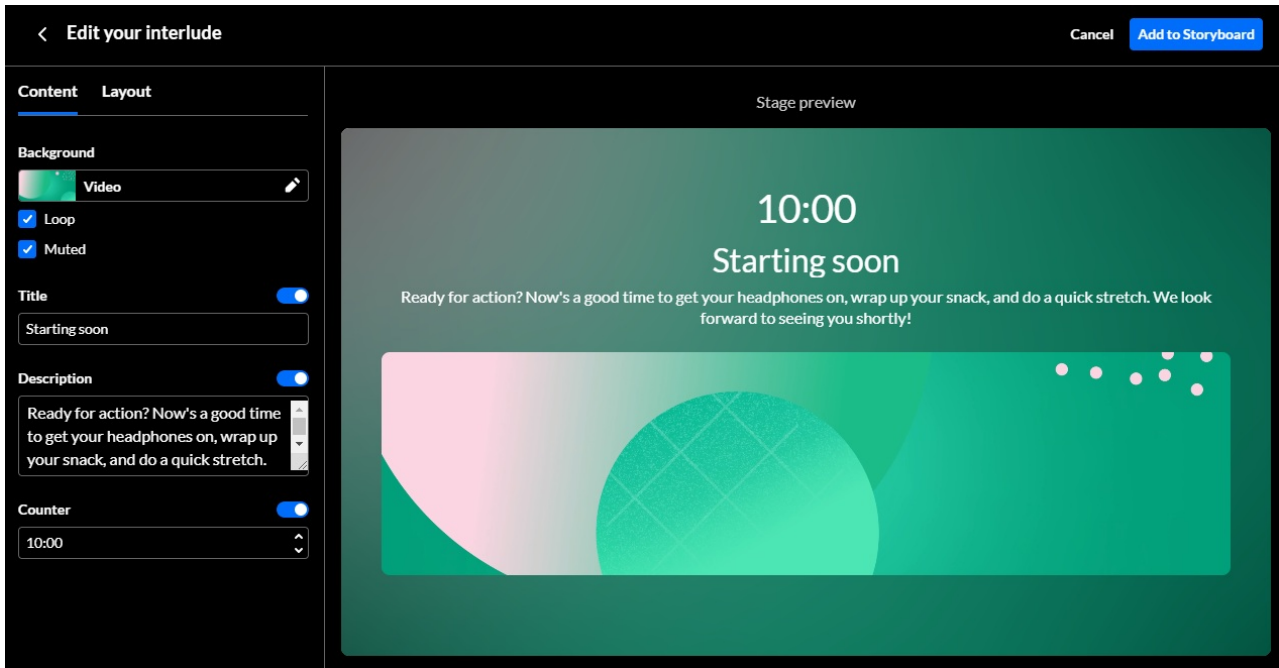


Reception

Click **Reception**.



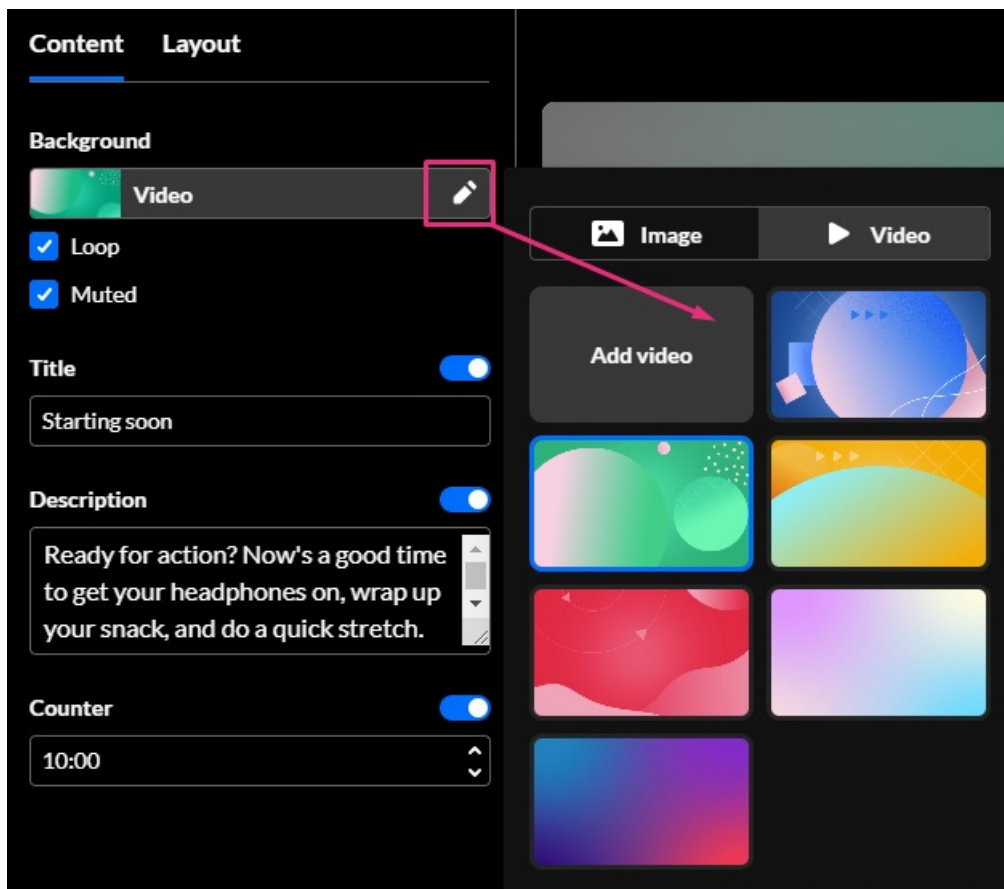
The **Content** tab displays.



Set the background

1. Click the pencil icon.

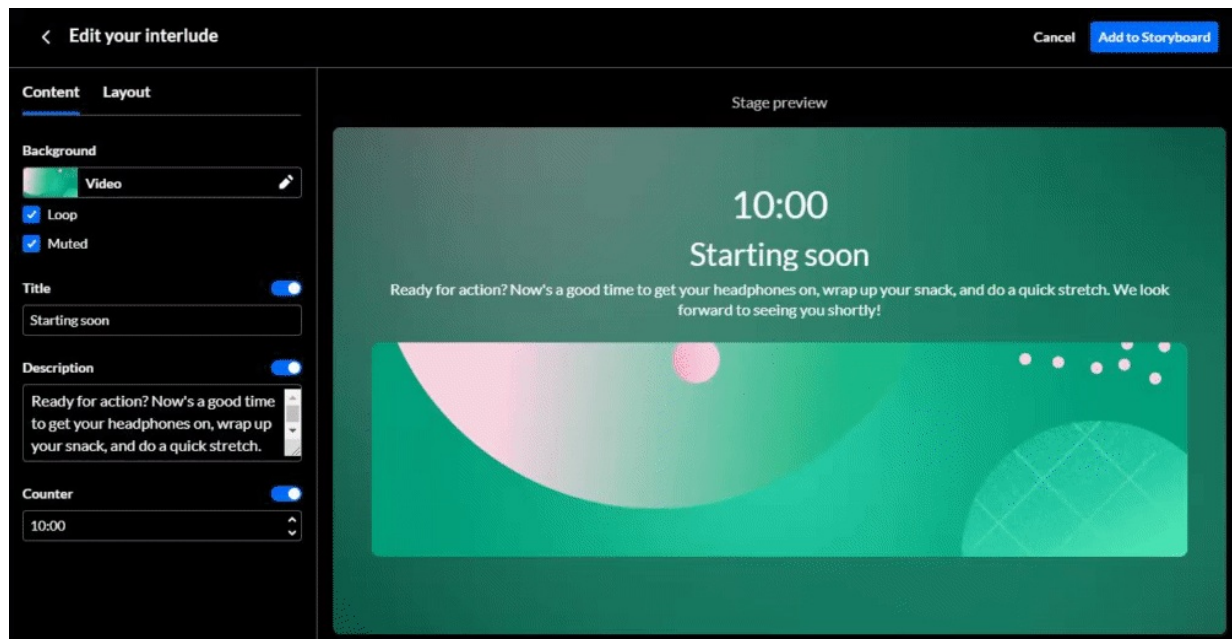
The video and image library displays.



2. Select a video or image for your background. The update happens immediately and

you can see it in the preview window.


You can also add your own video or image. See [Customize](#) below.



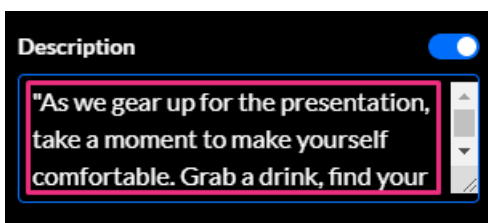
Title & Description

Title - A default title displays. To change it, simply delete it and type your own title. If you don't want a title to appear on the interlude screen, click the toggle to disable.



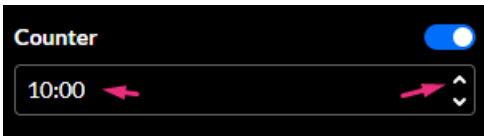
 As you type, the preview window updates.


Description - Default text displays. To change it, simply delete it and type your own text. If you don't want any text to appear on the interlude screen, click the toggle to disable.



Set duration

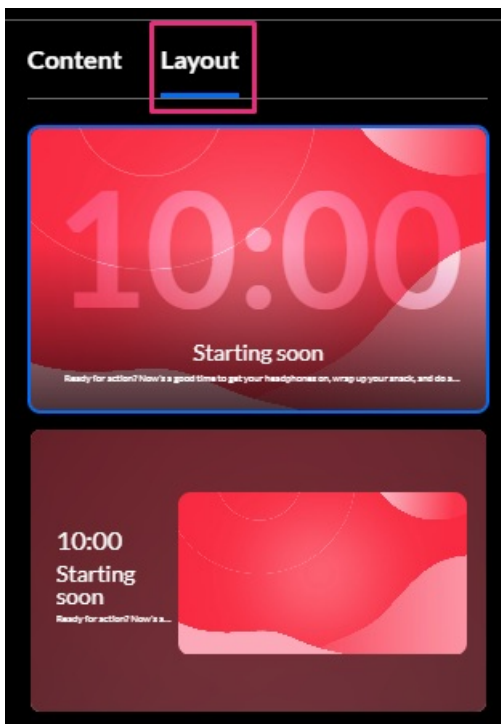
A default of 10 minutes displays in the **Counter** field. You can change the duration of the interlude (in minutes) by typing or using the up / down arrows. If you don't want the counter to appear on the interlude screen, click the toggle to disable.



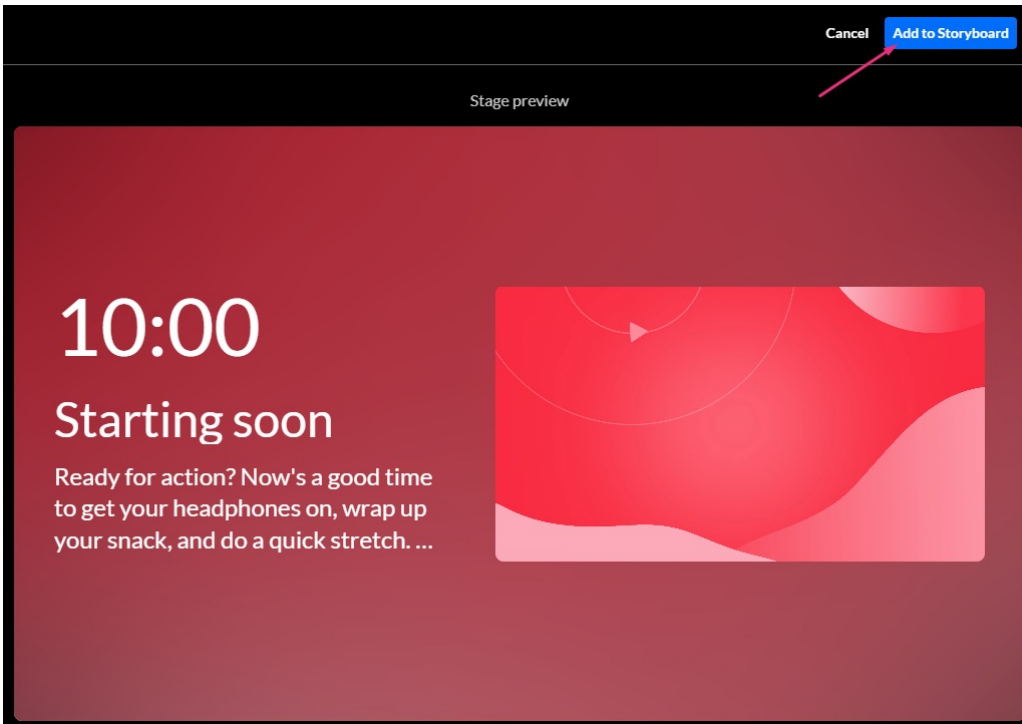
 The minimal value is 1; maximum is 60 (1 hour).

Set the layout

Click the **Layout** tab and choose the layout you want. You can choose from two different views.

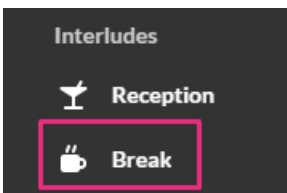


When you're happy with your Interlude, click **Add to Storyboard**.



Break

To create a break interlude, select **Break** from the Interludes menu.



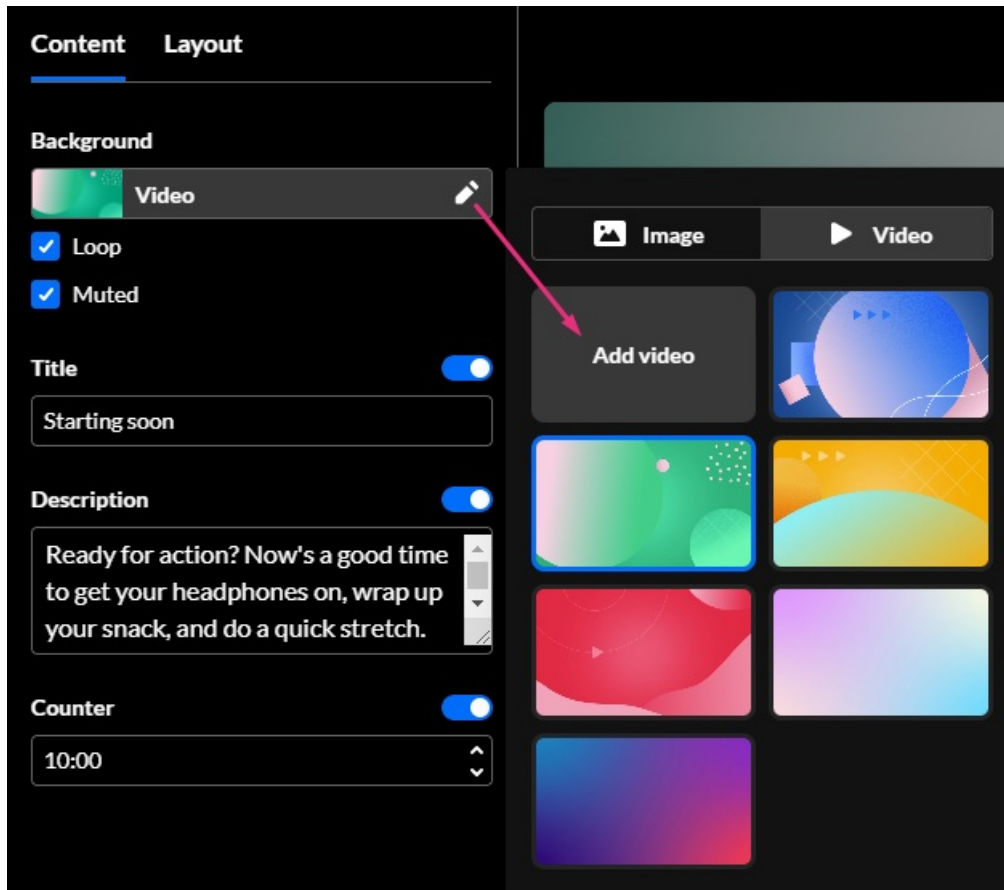
Follow the steps [above](#).

Customize

You can customize your interlude by uploading your own images and videos.

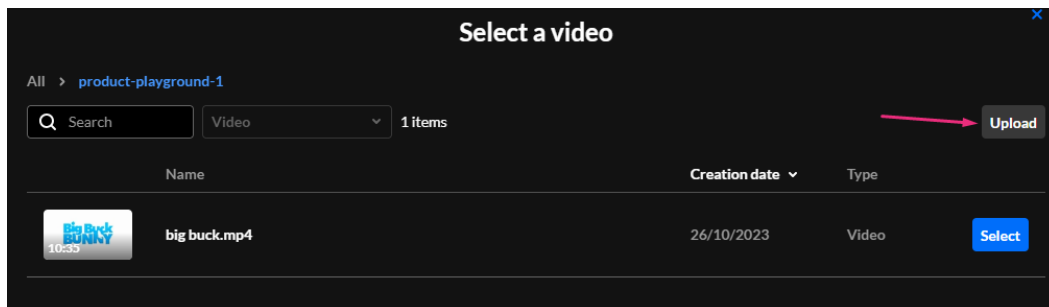
Video

1. Click **Add video**.

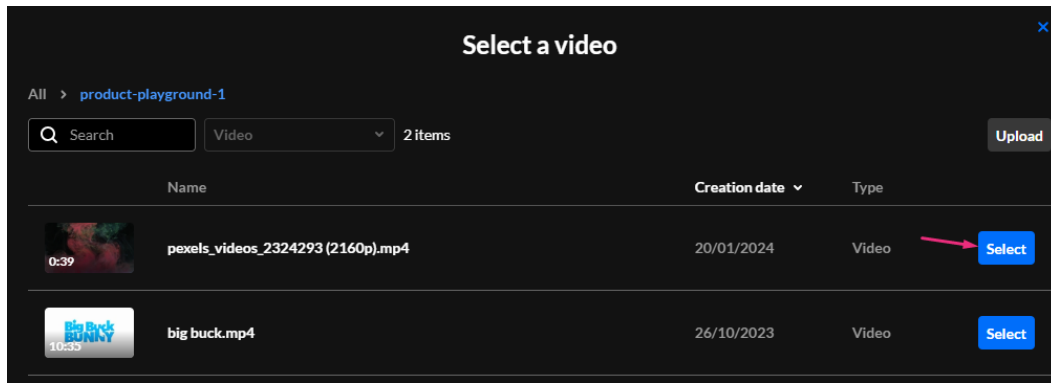


The media manager window opens.

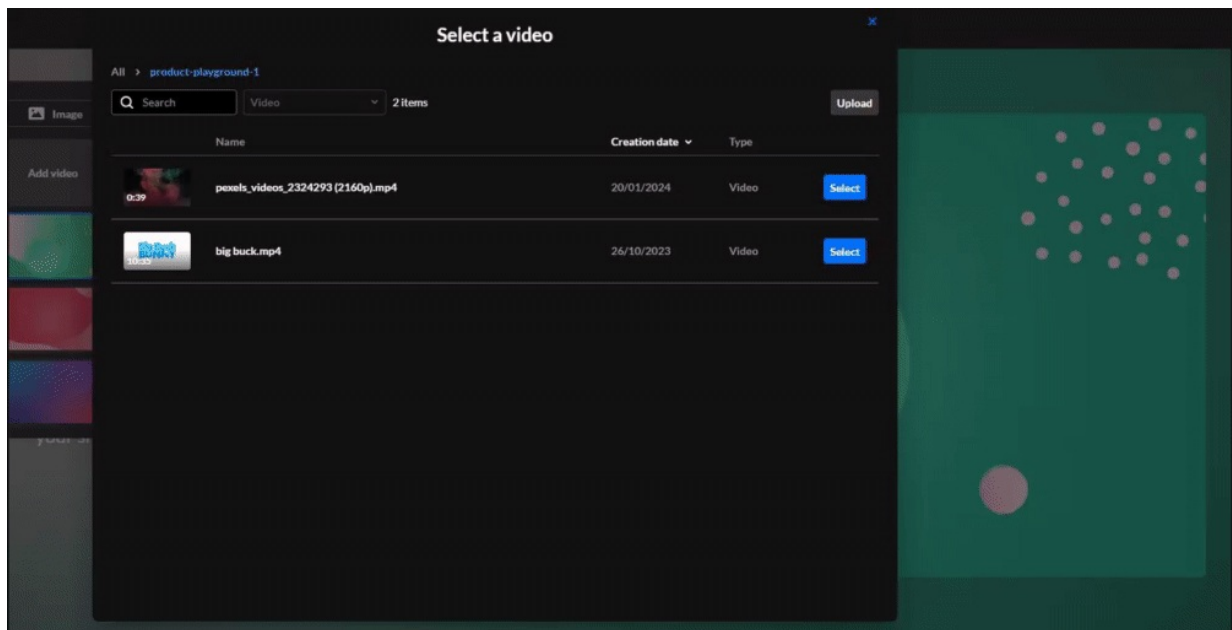
2. If you don't have any videos already uploaded, click **Upload**.



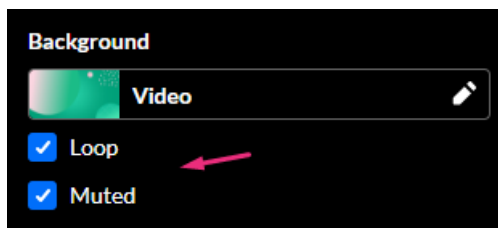
3. Choose a video file from your computer and click **Open**.
4. When you're ready to add the video to your interlude, click **Select**.



The preview screen displays the selected video immediately.



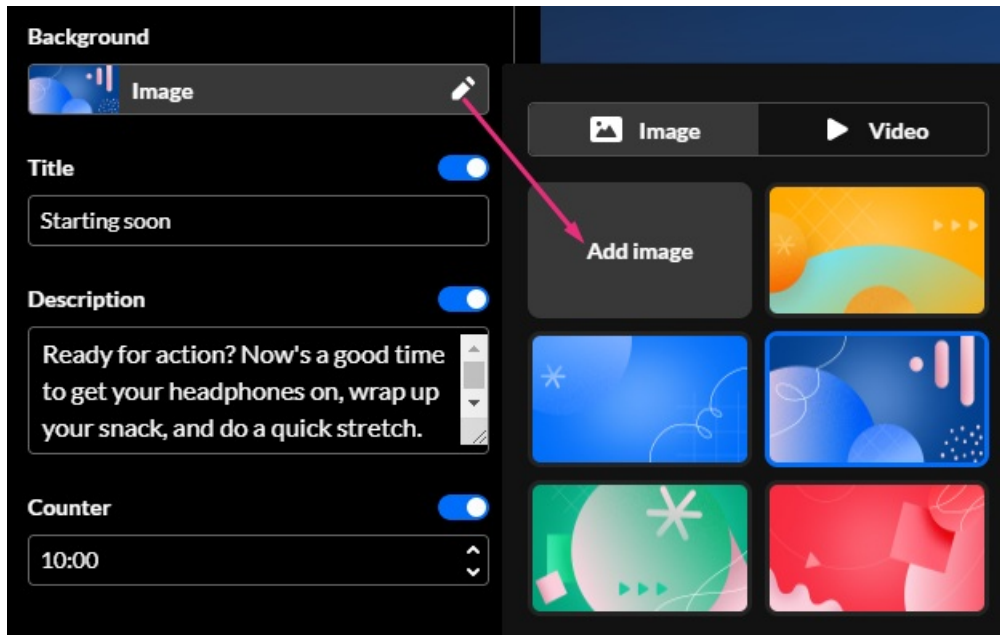
5. You can choose whether to play the video in a **loop** (continuously) or **muted**.



When **Muted** is selected, the video plays without sound. When it's not selected, participants can hear the audio and mute it as needed.

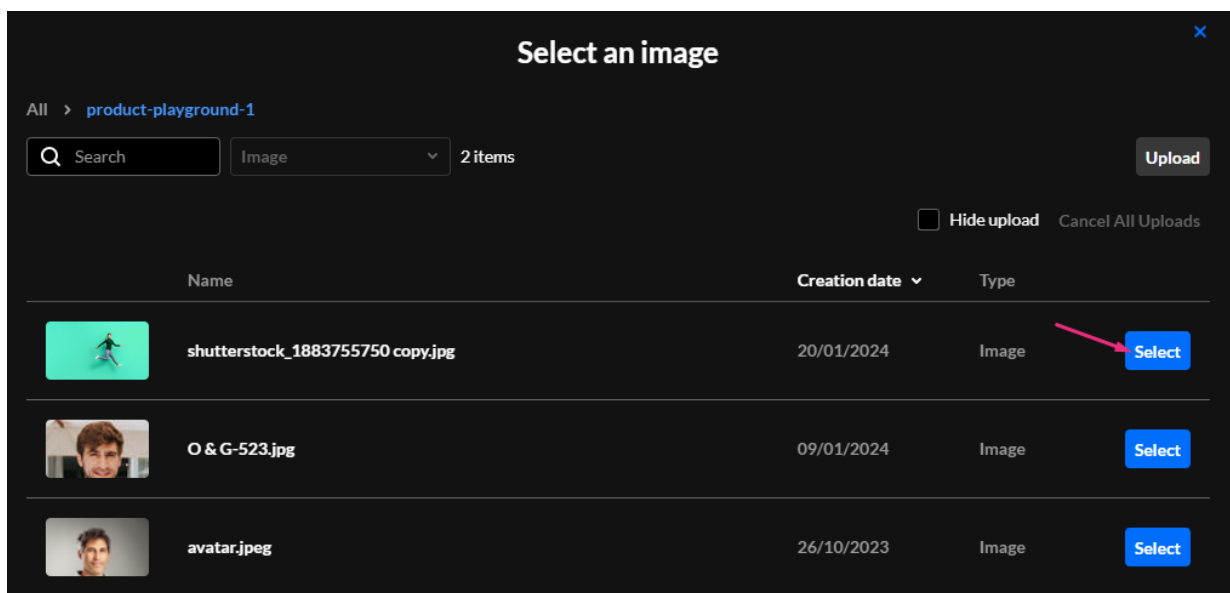
Image

1. Click **Add Image**.



The media manager displays.

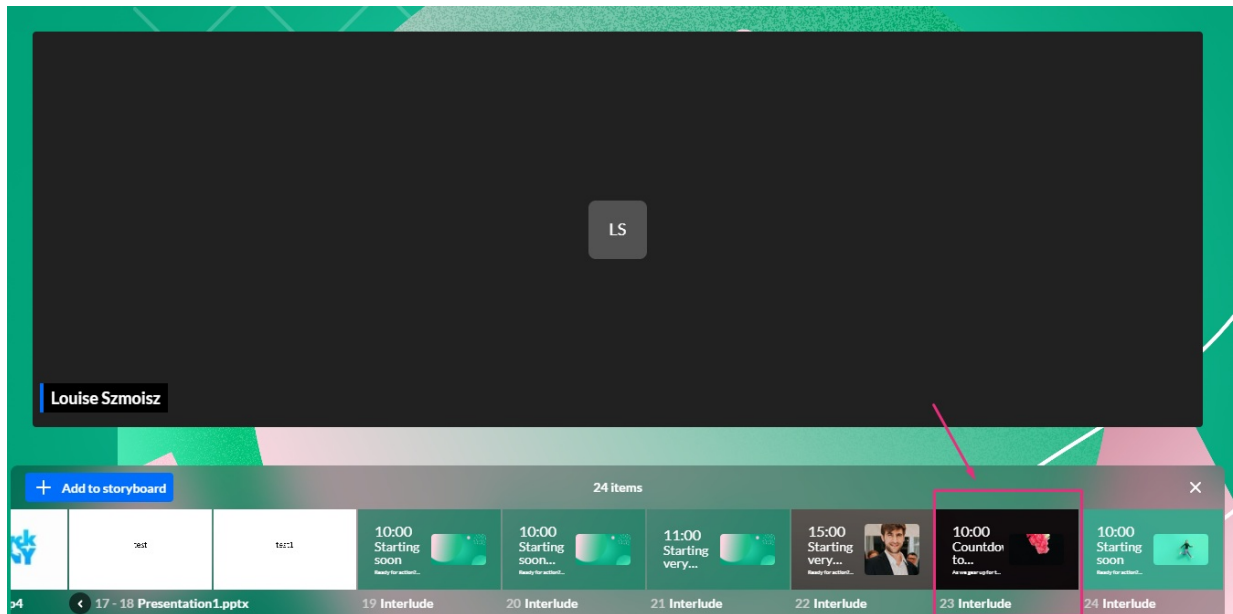
2. Locate the desired image and click **Select**.




The image displays in the preview window.

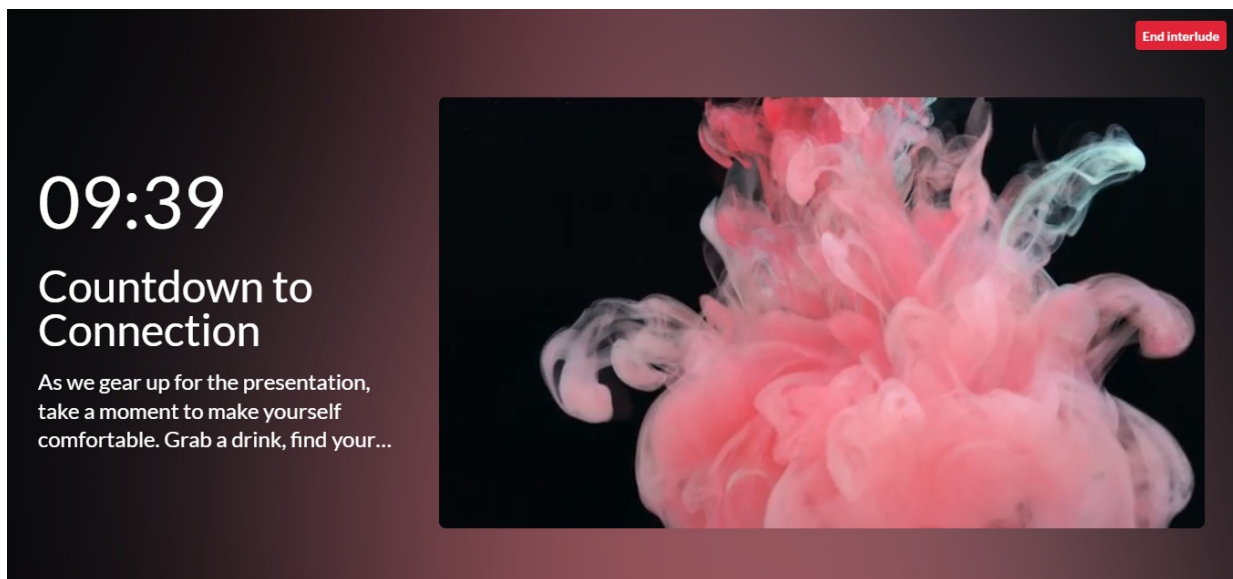
Launch / End

1. To launch the interlude, simply navigate to it on the storyboard and click on it.

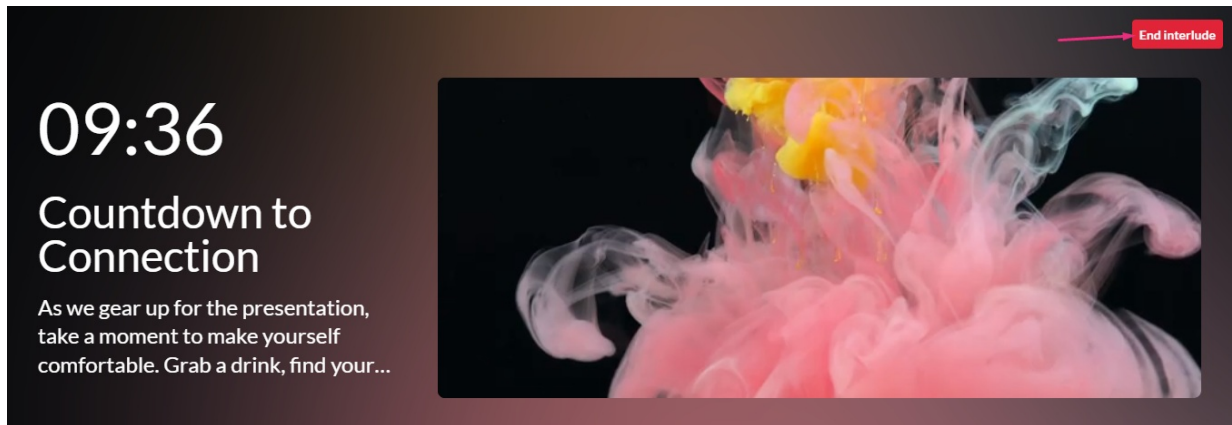


The interlude displays live on the screen.

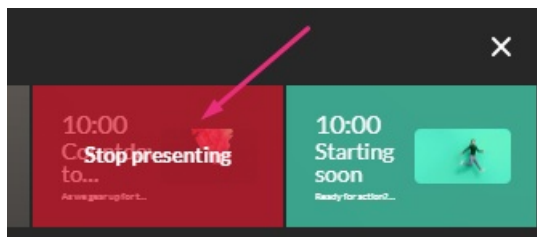
 In interlude mode, users' device activation buttons on the bottom bar are disabled to prevent them from enabling devices or going live.



2. To end the interlude, click **End interlude** at the top right corner.

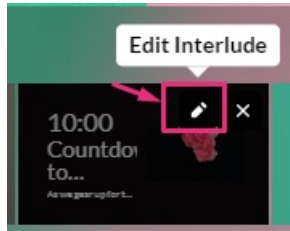


OR click the interlude on the storyboard.

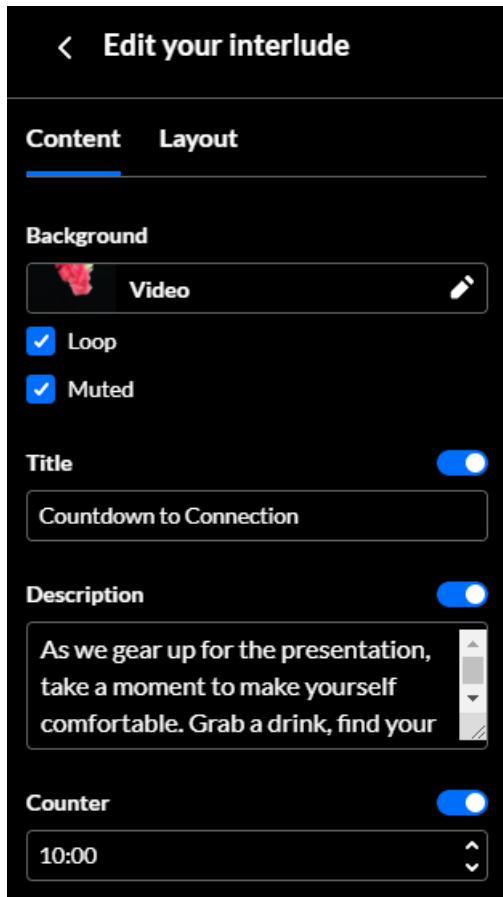


Edit

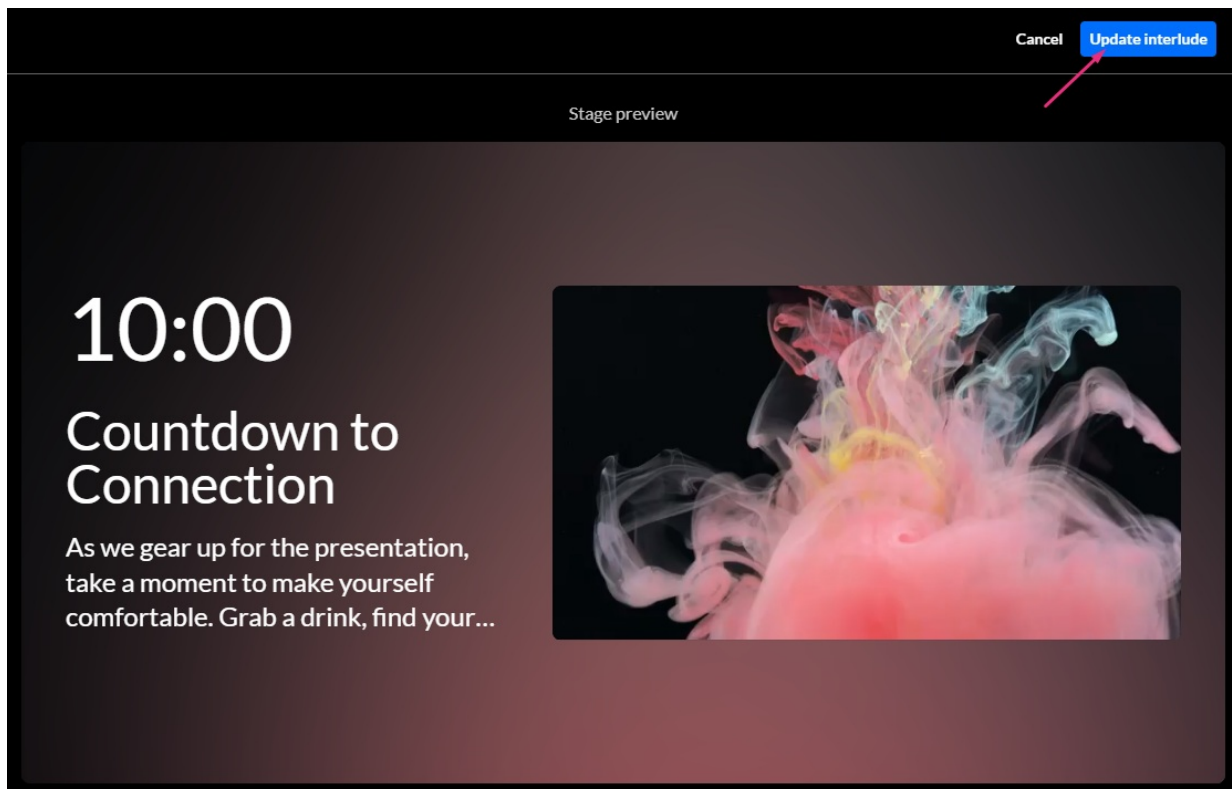
1. Navigate to the interlude on the storyboard and click the pencil icon.



The edit window displays.



2. Make your changes.
3. Click **Update interlude** in the top right corner.



The interlude displays with your changes.
