Virtual classroom user roles

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👥 **This article is designated for all users.**

There are four types of virtual classroom roles - Admin, Organizer, Speaker, and Moderator.

An **Admin** is the platform admin; the one who has access to all configurations and virtual classrooms created for this account, adds/removes team members, and manages their user type.

An **Organizer** manages specific virtual classroom(s). The Organizer has full access only to virtual classrooms they manage and within them can manage and configure all the different capabilities, settings, content, and people. Organizers are also assigned as moderators on their virtual classrooms.

Speakers are invited to the event because of their knowledge on a particular subject.

Moderators oversee and facilitate the discussion during the event. They support the speakers and help keep the event on track. Moderators also ensure the virtual classroom attendees receive a productive, engaging experience.

Persona	Main activities
Admin	• Create virtual classrooms on the account • View, edit, and delete **all** virtual classrooms on the account • Configure showcase and manage showcase publish • Manage team members and manage their user types • View account analytics (across virtual classrooms) • Create and manage account integrations
Organizer	• Create virtual classrooms • View **all** virtual classrooms on the account, but edit/delete only created/assigned virtual classrooms • Manage virtual classroom details (title, description, data, etc.) and branding (logo, banner, theme) • Edit and publish registration page/form • Manage virtual classroom users and assign additional virtual classroom roles (i.e., speaker, moderator) on assigned virtual classrooms • Manage virtual classroom team, add/remove additional Organizers • Manage virtual classroom interactions such as emails, notifications • View virtual classroom(s) analytics and download reports for assigned virtual classrooms • Enable/disable integrations on created/assigned virtual classrooms
Speaker	• View and update profile information • Send polls/notifications during virtual classroom session
Moderator	• View and update profile information • Handle Q&A chats, moderate group chat, interactivity tab (send polls, message board). See Chat and Collaborate widget for more information.