Backstage during receptions and breaks in the Kaltura Room in Canvas

Last Modified on 03/17/2026 3:47 pm IST

This article is designated for moderators and hosts

About

Reception and break screens (Interludes) allow moderators to pause a session and display a placeholder to attendees.

While the screen is displayed, moderators can move 'backstage' to communicate privately and prepare the next part of the session.

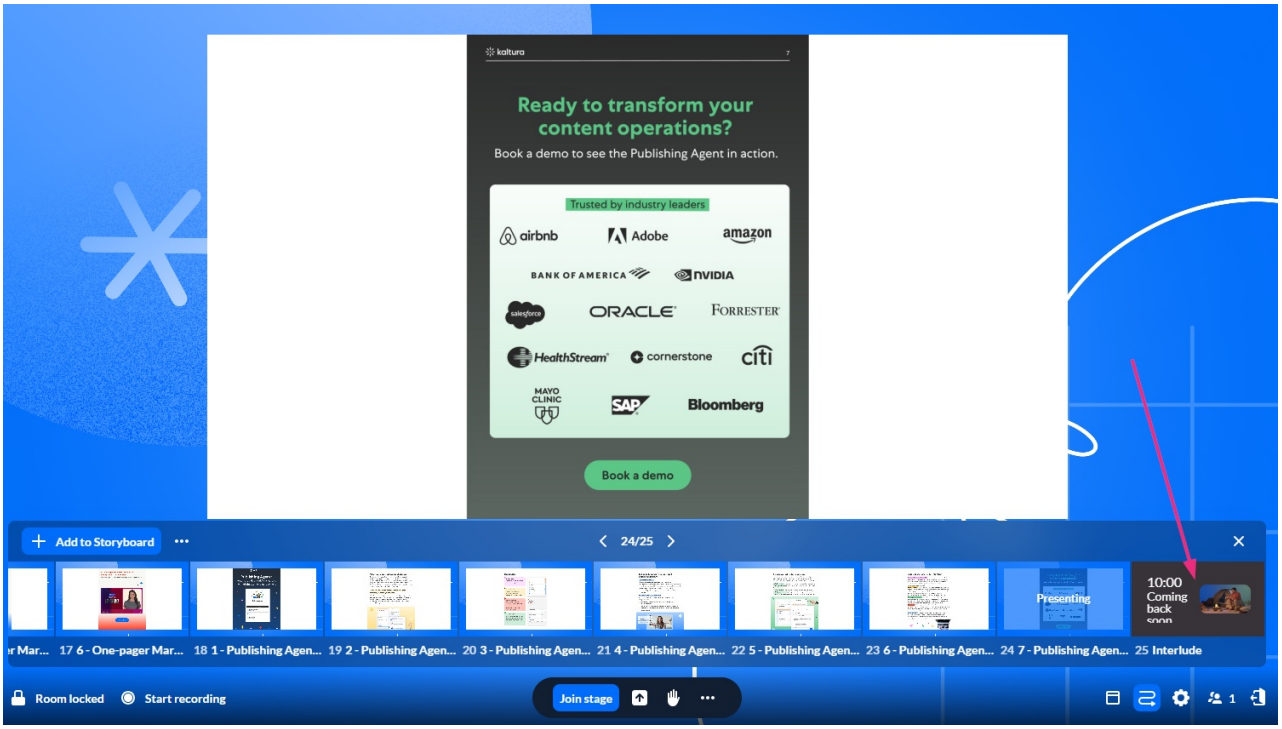
This is useful for coordinating with speakers, discussing the next segment, or handling issues without attendees hearing or seeing the conversation.

Reception and break screens are created using the Interludes option in the storyboard. For instructions, see Create reception and break screens in your Kaltura Room.

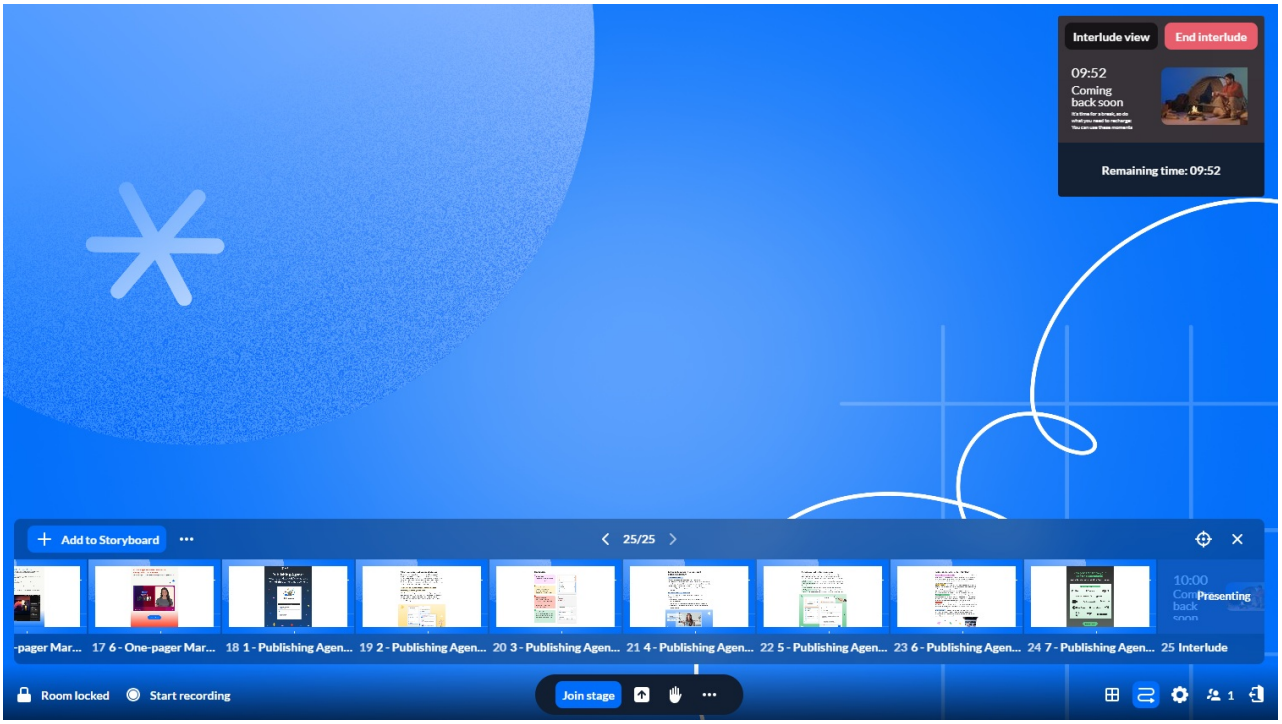
Display a reception or break screen

Open the storyboard and click the slide labeled **Interlude**.

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The screen begins presenting immediately, and a status box appears in the upper right corner of the stage.



The status box displays the following controls:

- **Interlude view:** Shows the screen exactly as attendees see it.
- **End interlude**: Stops the screen and returns the session to the live room.
- **Remaining time**: Displays the countdown timer if one is configured.

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While the screen is active, participants cannot enable their camera or microphone. Moderators who join backstage can still use their camera and microphone within the backstage area.

Join backstage

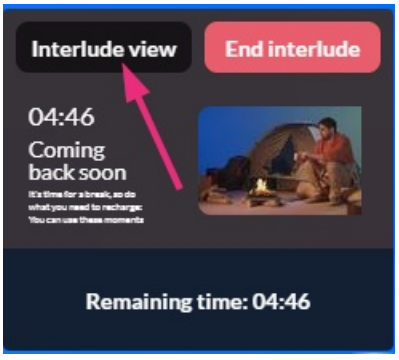
When a reception or break screen is activated, moderators are automatically placed in the backstage group.

At this point:

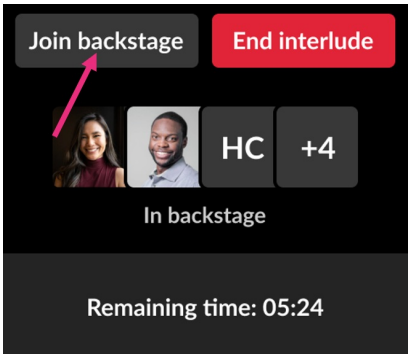
- Attendees see the reception or break screen.
- Moderators are assigned to the backstage area.
- Moderators must still join the backstage conversation to speak with other presenters.

To enter the backstage conversation:

1. In the status box, click **Interlude view**.



   The status box updates to show the **Join backstage** button and indicate who is currently backstage.



2. Click **Join backstage** to enter the private moderator area.

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While backstage:

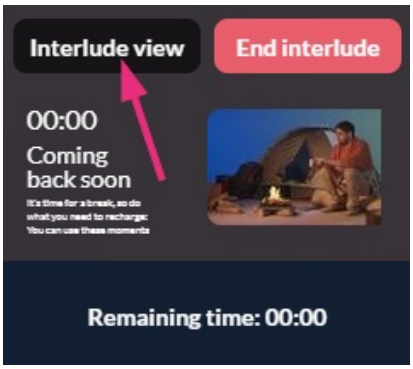
- Moderators can see and hear each other.
- Conversations remain private and invisible to attendees.
- Moderators who were live on stage remain live backstage.
- The countdown timer remains visible if one is configured.

During this time, attendees continue viewing the reception or break screen.

Switch between backstage and attendee view

Moderators can switch between views at any time.

Click **Interlude view** to see the screen exactly as attendees see it.



When switching to this view:

- Your microphone and camera are automatically muted.
- You leave the backstage area.

To return to the private discussion, click **Join backstage** again.

End the reception or break

Moderators can end the reception or break at any time by clicking **End interlude** in the status box.

The room returns to the normal live session view.

Manage participants during reception or break screens

Moderators can still manage participants while a reception or break screen is active.

Participant controls are available in the Participants tab in the Chat & Collaboration widget. From there, moderators can monitor participants, manage roles, and perform moderation actions as needed.

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The **Backstage** section in the Participants tab shows which users are currently in the backstage area.

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