Set site visibility

Last Modified on 07/10/2026 8:58 pm IDT

This article is designated for all users.

About

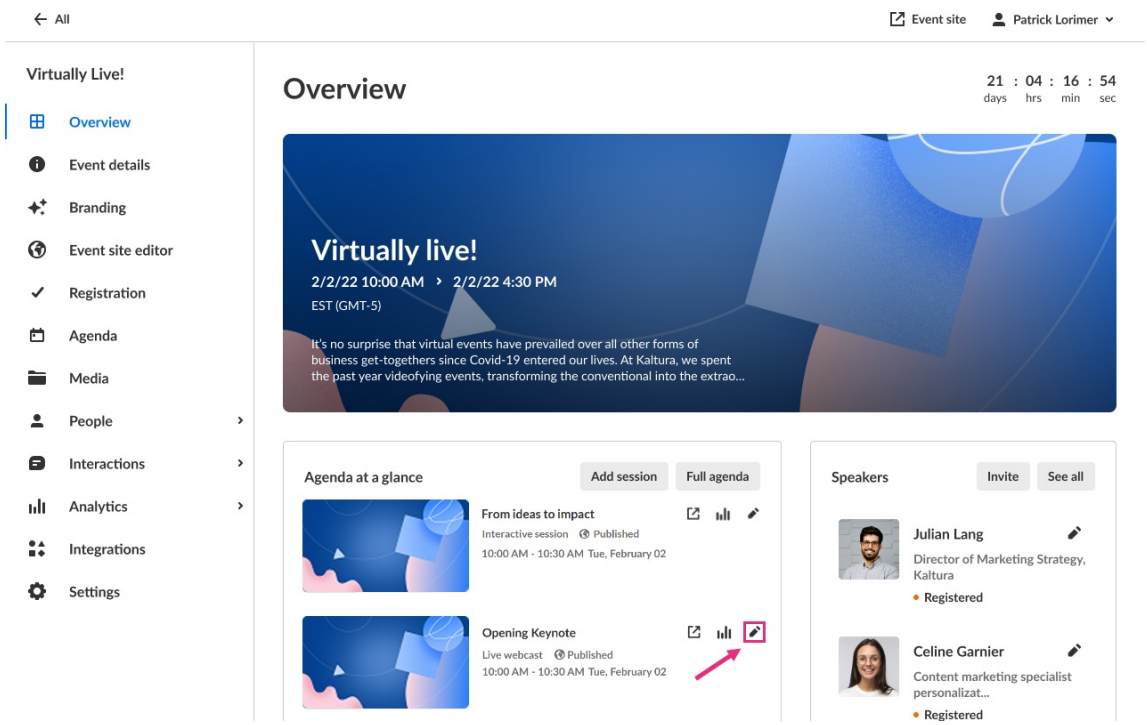
Site visibility controls who can see and access a session on the event site. This setting determines whether a session appears in the event agenda and whether attendees can access it directly. Organizers can choose between Published, Unlisted, or Private visibility levels to manage how widely a session is displayed and who can view it.

This setting is only applicable to multi-session events and is made via the **Basics tab** in the **session settings panel**.

Access session settings

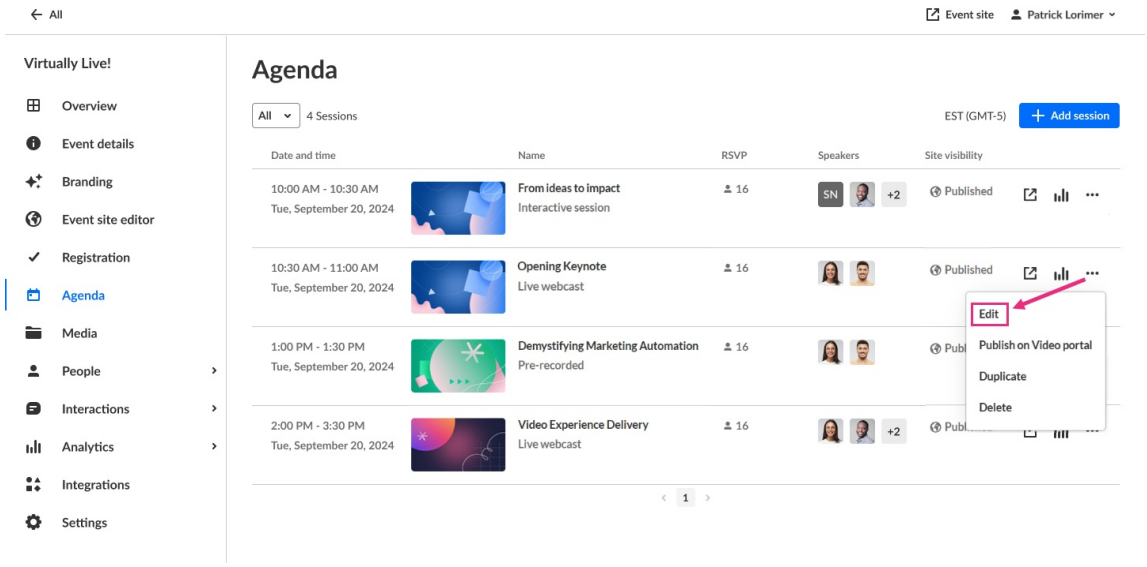
There are two ways to reach session settings:

- On the Overview page, in the **Agenda at a glance** section, click the **pencil icon** next to the session.

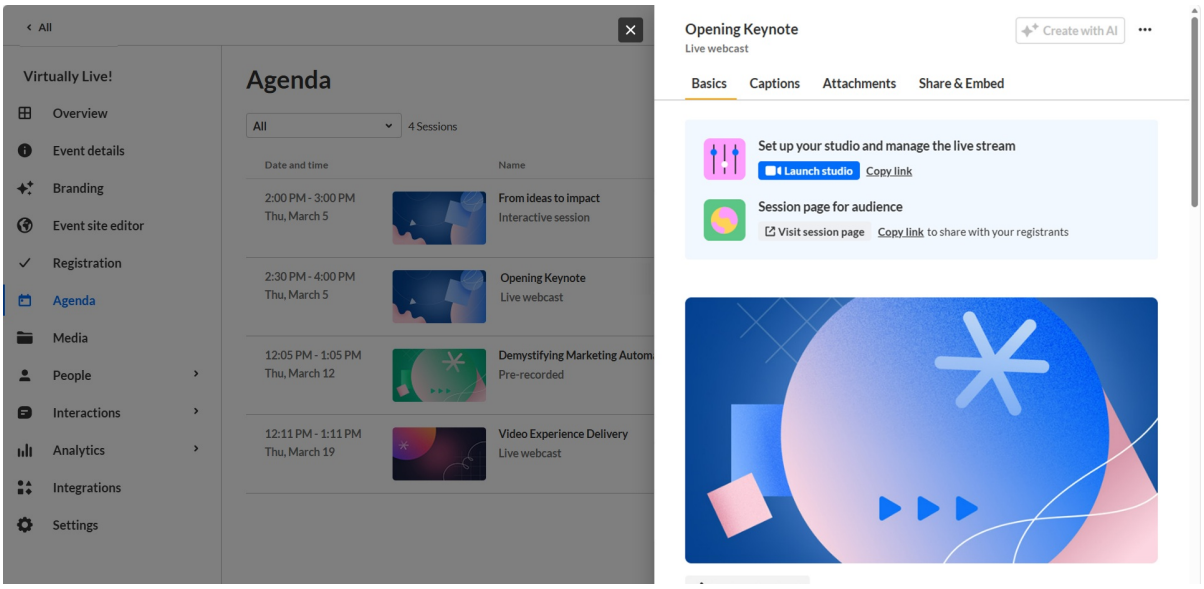


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- On the **Agenda** page, click the **three-dot action menu** to the right of the session and choose **Edit**.



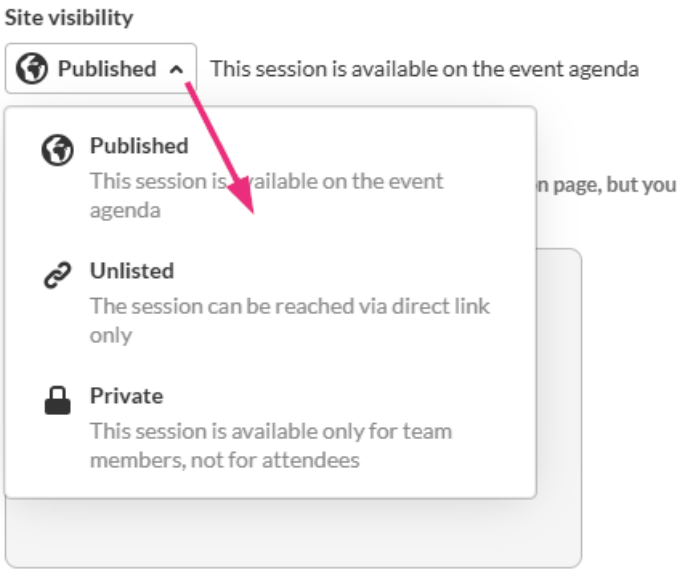
The session settings open in a side panel with the **Basics** tab selected by default.



Set site visibility

1. On the Basics tab, choose one of the following options from the drop-down menu:
   - **Private** – Visible to team members only
   - **Unlisted** – Accessible via direct link only
   - **Published** – Visible on the event agenda

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2. When you are finished making your edits, click **Save changes.**

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