

Manage Public Q&A during a live session - for speakers

Last Modified on 08/29/2026 7:18 pm IDT

 This article is designated for moderators

About

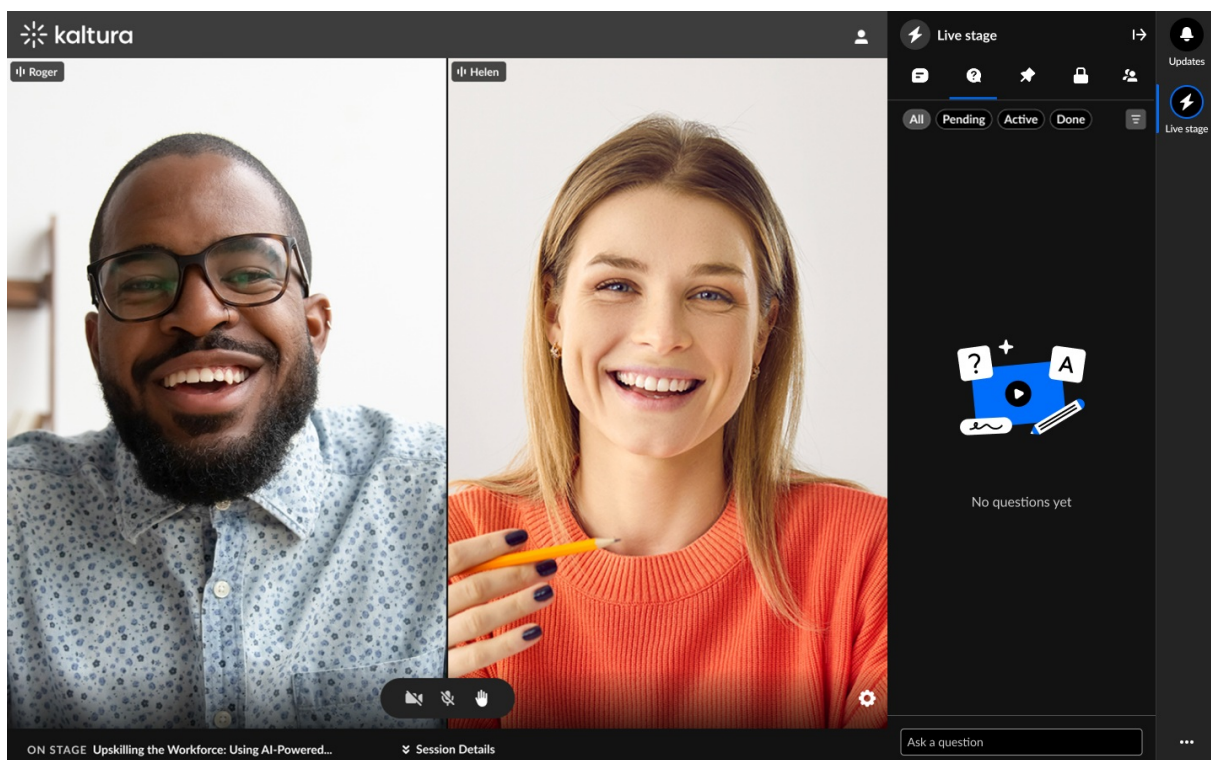
Speakers use the **Q&A tab (question mark icon)** to view and respond to questions from participants during a session.



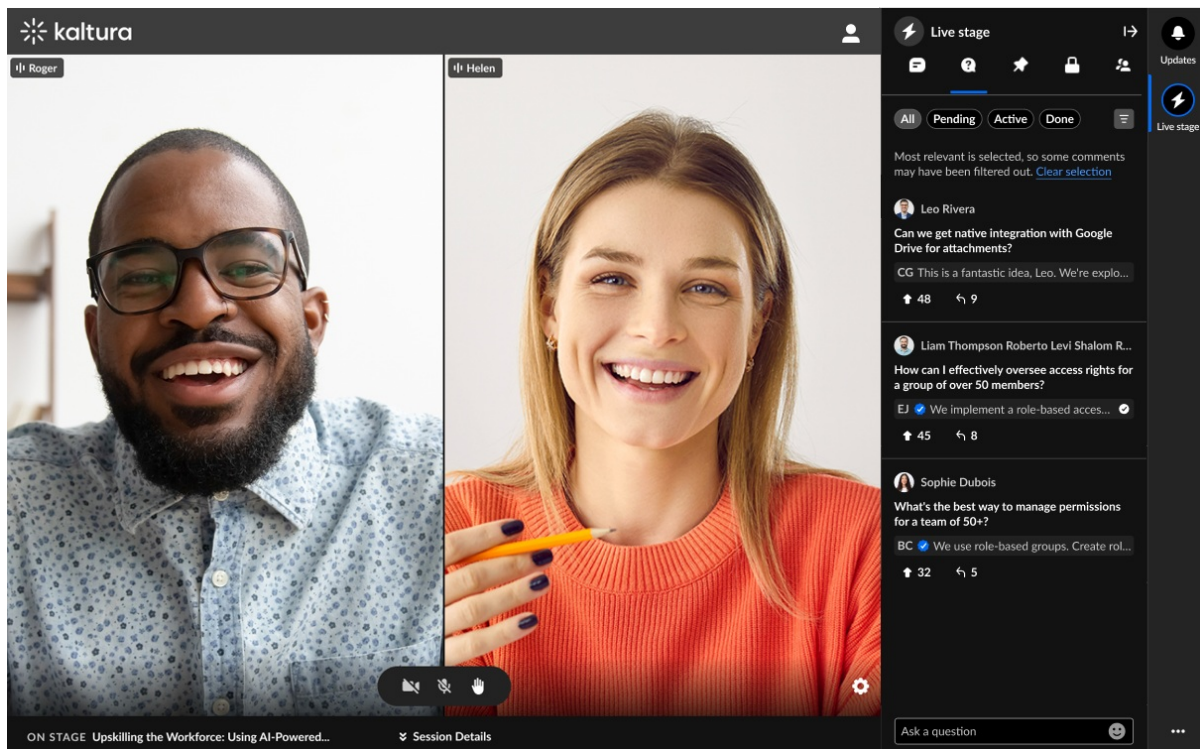
This article describes the Q&A experience when **Public Q&A is enabled**. For the experience without Public Q&A, see [Manage Q&A during a live session - for speakers](#).

View questions

Before the first question is submitted, the Q&A tab is empty.



As participants submit questions and responses are added, they appear in the Q&A tab.



A Verified badge identifies users who have a session management role.

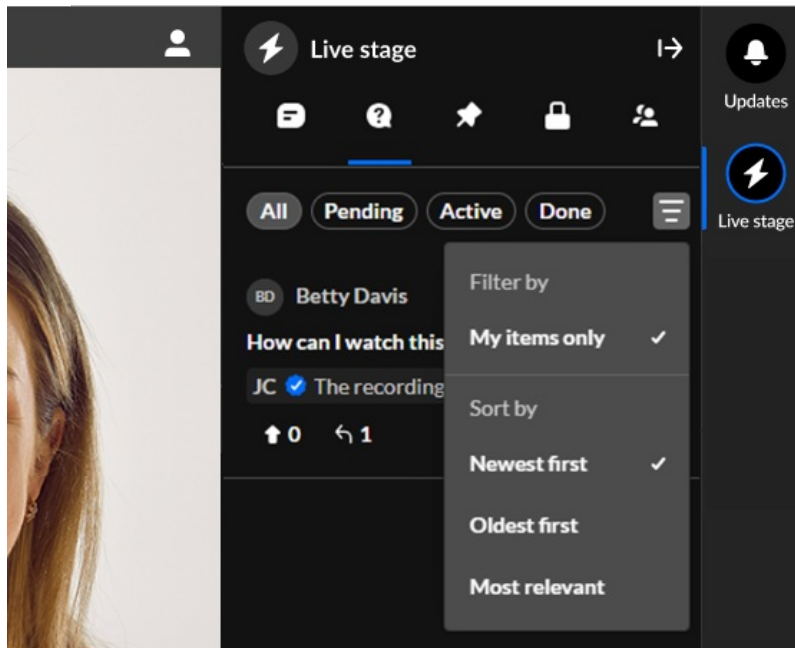
Question views

Select a view to display questions based on their status:

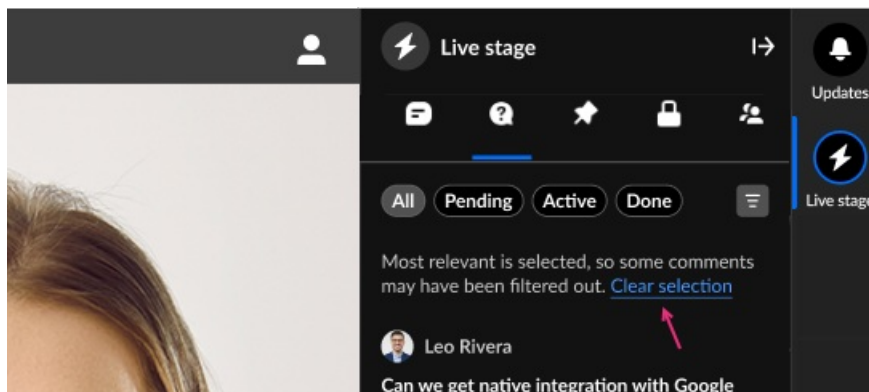
- **All** - (Default) Displays all items except deleted or archived items.
- **Pending** - Displays items that the moderator hasn't responded to.
- **Active** - Displays items that the moderator has responded to.
- **Done** - Displays threads with a correct answer or threads that have been closed.

Filter and sort questions

1. Click the **Filter** button.
2. Choose how you want to filter or sort the questions:
 - Select **My items only** to display only questions you've contributed to, such as questions you've replied to.
 - Select **Newest first** to display the newest questions first. This is the default.
 - Select **Oldest first** to display the oldest questions first.
 - Select **Most relevant** to sort questions by relevance.

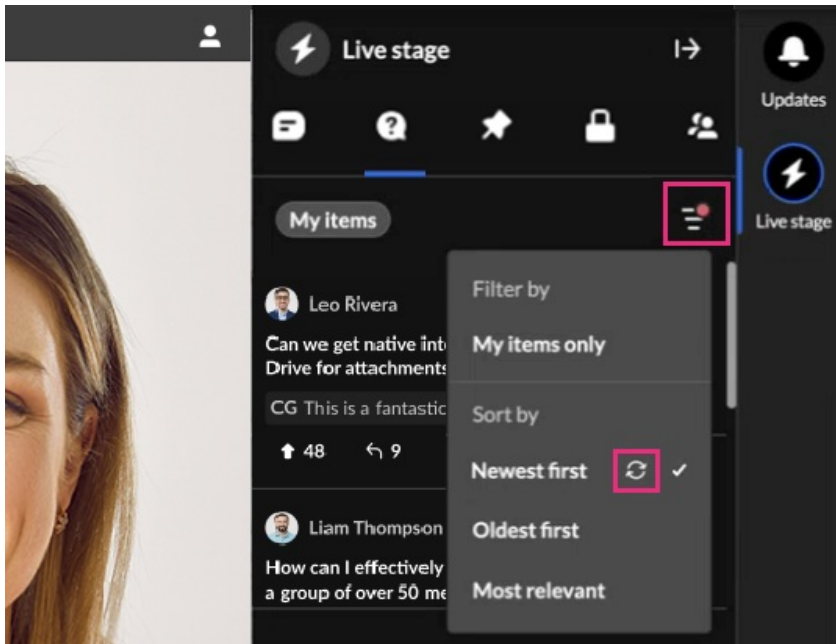


When **Most relevant** is selected, some comments can be hidden. Click **Clear selection** to remove the filter and display all comments again.



View new questions

A **red dot** on the Filter icon indicates that new activity is available.



Click **Refresh** next to **Newest first** to update the list. The red dot disappears when the list is refreshed.



If **My items only** and **Newest first** are both selected when you click **Refresh**, the filters reset to **Newest first** only.

Respond to questions

- Click the **Upvote** icon to upvote a message.



- Click the **Like** icon to like/unlike a message.



- Click the **Reply** icon then enter your response. Replies can contain up to 500 characters and are only available for open threads.



Ask a question

Speakers can also submit questions.



Enter your question in the **Ask a question** field, then press Enter. Questions can contain up to 500 characters.
