Booking of Agenda Items

Users of the Mobile Event App have the possibility to register for agenda items defined in the CMS. The booking of an agenda item is done by selecting the desired session in the agenda within the app. Booked sessions can be viewed under "My Bookings" and can be cancelled if necessary.

Define booking quota in the CMS

The booking quota for individual agenda items is created within the CMS directly in the respective session. Here you determine whether bookings for the agenda item is

- Off,
- Limited,
- Unlimited or
- Closed.

If the contingent is limited, the maximum number of participants must be entered as well. If the quota for a session is exhausted, the agenda item can be set to "Closed".

In addition, participants can be manually added to or removed from the agenda items in the CMS under "Agenda bookings".