

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".

The screenshot shows the CMS interface for 'Mobile Event App Conference'. The top navigation bar includes 'Menu', 'Schedule', and 'Edit Event'. The main content area is divided into several sections:

- Room link:** A text input field containing 'Room deeplink' with a placeholder. Below it, a note says 'Insert a deeplink, to enable a in-app-linking to the floor plan.'
- Bookings:** A set of four radio buttons: 'Off', 'Limited' (selected), 'Unlimited', and 'Closed'. To the right, it shows '9 / 25 Bookings'. A note below says 'Determine whether this schedule block is bookable and if there is a maximum number of participants.'
- Contingent:** A text input field containing '25'. A note below says 'Set a maximum quota for this schedule block.'
- Subordinate schedule block:** A section with a 'Subordinate schedule block' label and a 'Show' button.
- Category:** A section with a 'Category' label and a 'Show' button.

An 'Add bookings' modal is open, showing a list of participants. At the top, it says 'Filter: Select group' and 'Available persons: 38'. Below is a grid of participant cards, each with a profile picture, name, and email address, and a checkbox to select or deselect them. The selected participants are Maria Banks, Tom Bennett, and Alicia Bray.