

# Setting Up Virtual Attendee Registration (and Live Streaming)

Last Modified on 04/30/2024 1:50 am EDT

Since OnAIR is built on the EventsAir platform, your virtual events can parallel (or blend with) your live events.

You can create different registration types for your events, and within each, designate specific registration types to be virtual attendees.

This is a powerful way to create hybrid events: selling different registration types based on live or virtual attendance.

You can also allow live attendees to see virtual content.

## Registration Type Setup

To add virtual access to a registration type, check the Virtual Attendee box for that registration type.

The screenshot shows the 'Registration Type Setup' form with the following fields and values:

- Name\***: Early Registration
- Registration Group\***: Registration
- Amount**: 700.00
- Event Currency USD**: 700.00, ☒ Enable Multi-currency
- AUD**: 700.00, ☒ Enabled
- Inventory**: ☒ Unlimited, ☐ Set to Registration Group Inventory, ☐ Limited to 0
- Optional Alert**: ☒ Send an Alert when remaining inventory falls below limit
- Limit**: 10%
- Alert Level\***: High
- Check-In Alert**: ☐ Send an Alert when a contact record with this Registration Type checks into the Event
- Alert Level\***: Information
- Alert Message**: (empty text box)
- Accompanying Person**: ☐
- Include Package**: ☐
- Automatically Add**: Please select...
- Virtual Attendee**: ☒

The “Virtual Attendee” setting is referenced when configuring sessions and functions for Live Stream Access.

Live Stream Access is set for each specific session or function, and once you've ticked "Enable Live Streaming", you can choose who'll be allowed access:

- All Attendees
  - All Virtual Attendees
  - Virtual Attendees who registered for this session
- OR
- Target Group (filter by your chosen parameters)

Live Stream Access (OnAIR  
and App)

☒ Enable Live Streaming

☐ All Attendees

☒ All Virtual Attendees

☐ Virtual Attendees who registered for this session

☐ Target Group

