

# Creating Webinar Sessions

Last Modified on 06/02/2022 5:37 pm EDT

## Creating Webinar Sessions in OnAIR

Webinar Sessions are those powered by Zoom Webinars. There are circumstances where you may to use Zoom Webinars instead of the built-in AIRCast Streaming Service and AIRCast Studio.

**Note:** It is important to note that Concurrent Sessions will require multiple licenses from your streaming service, and each license will need the webinar add-in with the appropriate number of participants included in the license.

## Setting Up Virtual Sessions

Follow these steps to set up virtual sessions or concurrent sessions in OnAIR.

1. Create your **new session** in EventsAir.
2. If you are creating concurrent sessions be sure to assign the appropriate **Track Number**.
3. Open the **OnAIR Tab**.
4. Enable **Live Streaming**.
5. Select the **Live Stream Access** you want to assign for this session.
6. Choose **Webinar** for Delivery Mode.
7. Select your **Pre-Opening Option**.
8. If required, choose to **disable automatic session end** (this affects the rest of your schedule).

**Note:** If you enable this option, you will then have to end the session yourself. You can do this in the Control Room, or by going back into EventsAir and disabling this option in the Session Setup. Failing to do so may result in additional AIRCast costs.

9. If desired, you can choose to make a **pre-recorded video** available to attendees in the OnAIR Portal. If you enable this option, you will also need to select the **video platform** and the specific **video ID** for your pre-recorded video. You may need to return to this setting once you upload your video and obtain the video ID.
  10. Choose the **Live Streaming Platform** you want to assign to this Interactive Session.
  11. Select **Save** to save your settings.
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