

Using ScheduleOnce to schedule bookings for webinars

Last Modified on Jun 20, 2020

Accepting bookings for webinars is a common use case. Here are specific instructions for creating the desired configuration:

You can use the ScheduleOnce connectors for [Zoom](#), [Google Meet](#), [Microsoft Teams](#), [GoToMeeting](#), and [Webex Meetings](#) to set up and schedule webinars in one step.

1. [Create a new Booking page](#) for accepting bookings for the webinar.
 2. In the **Recurring availability** section, erase recurring availability and save.
 3. Then go to the **Date-specific availability** section to mark the time/times for the webinar.
 4. In the **Scheduling options** section, set the Group session option to "Unlimited," or to a defined capacity, if you want to limit the number of participants.
 5. Complete the rest of the [Booking page settings](#).
 6. If you want to list multiple webinars, you can create a Booking page for each webinar and then group them under a [Master page](#).
-