

# Configuring your Booking pages to use GoToMeeting

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Our [GoToMeeting](#) integration completely automates the provisioning of GoToMeeting sessions. Customers receive a single OnceHub confirmation, including all meeting details in their local time zone. You can configure your [Booking pages](#) to use Zoom by editing the **Conferencing / Location** section of the Booking page.

In this article, you will configure your Booking pages to use GoToMeeting by editing the **Conferencing / Location** section.

## Configuring your Booking pages to use GoToMeeting

[Connect OnceHub to your GoToMeeting account](#) and then follow these steps:

1. Hover over the lefthand menu and go to the Booking pages icon → Booking pages → your Booking page → **Conferencing / Location** (Figure 1).

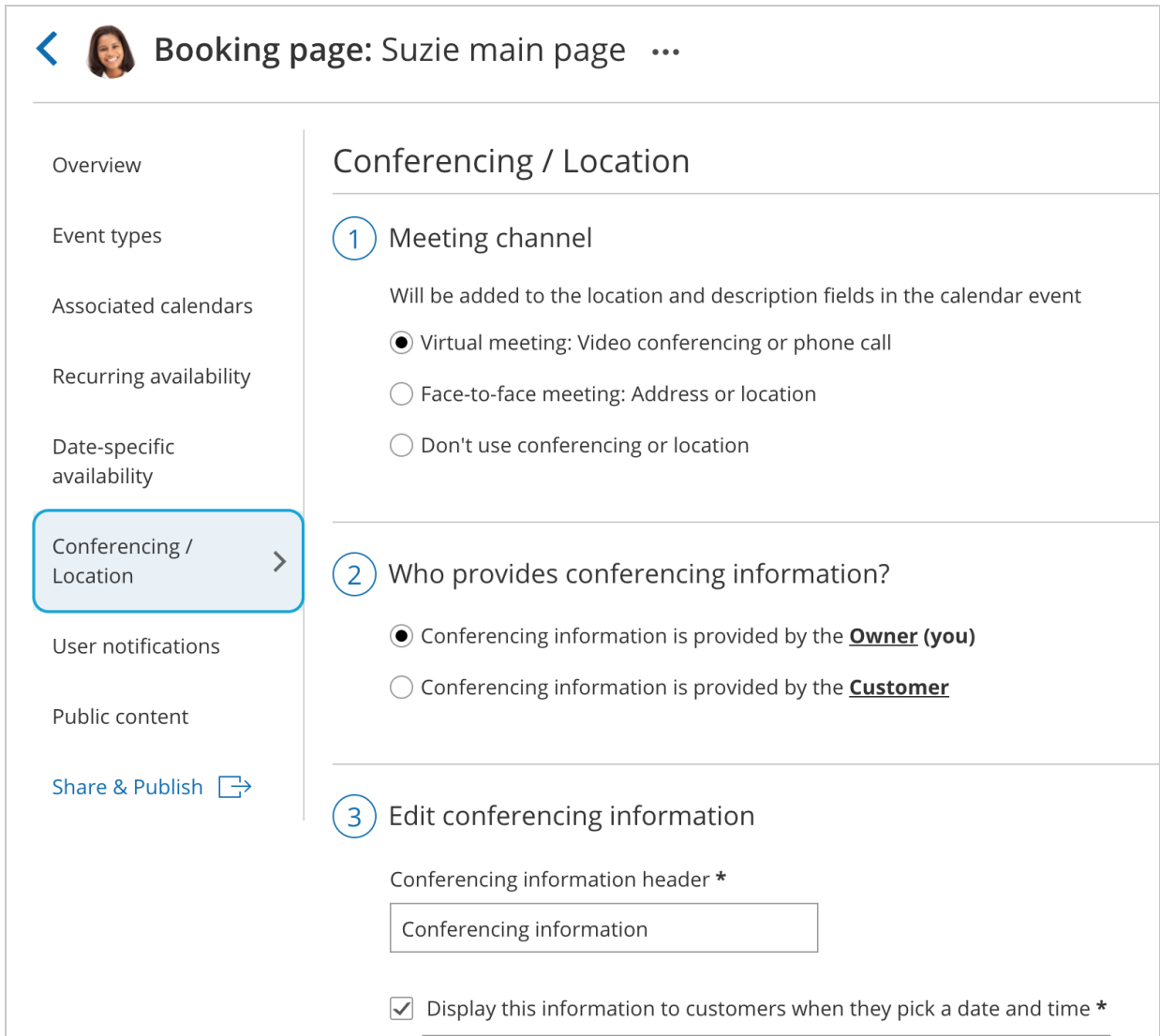


Figure 1: Conferencing / Location section

2. In the **Meeting channel** step, select **Virtual meeting: Video conferencing or phone call**.
3. In the **Who provides conferencing information?** step, select **Conferencing information is provided by the Owner (you)**.
4. In the **Edit conferencing information** step, select the **GoToMeeting video conferencing** option (Figure 2).

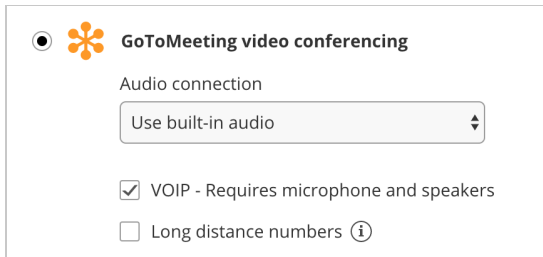



Figure 2: GoToMeeting video conferencing


5. Select a connection option from the **Audio connection** drop-down menu.

 **Note:**

The **Long distance numbers** option enables you to add long distance phone numbers to the conferencing information when a booking is made. OnceHub retrieves the long distance numbers you have set in your GoToMeeting account settings.

6. Click **Save**.

You're all set! When a booking is made, GoToMeeting session details are integrated with all OnceHub notifications and a GoToMeeting session will be automatically created.

 **Note:**

When you use [Session packages](#), each session includes its unique video conferencing details.

- Schedule and reschedule notification emails to the Customer include a Conferencing info link next to each selected time.
- When the Customer clicks on the link, the scheduling confirmation page opens as if a single booking was made, displaying the full booking details including the video conferencing information for the session.
- Every reminder that the Customer receives includes the full booking details including the video conferencing information, as if a single booking was made.
- All calendar events for the Owner and Customer include the complete video conferencing information for each session.