

# How to set the number of participants for a Skype session

Last Modified on Oct 18, 2022

In this article, you'll learn how to set the number of participants for a Skype session created via OnceHub for [Group sessions](#).

## Setting the number of participants for a Skype session

1. [Connect OnceHub to your Skype account](#).
2. [Select Skype in the Conferencing / Location settings](#) for your [Booking page](#).
3. Go to the [Scheduling options](#) settings of your Booking page or [Event type](#).
  - If you have [associated your Booking page with at least one Event type](#), the Scheduling options are found by going to the relevant Event type -> **Scheduling options**.
  - If you have **not** associated your Booking page with at least one Event type, the Scheduling options are found by going to the relevant Booking page -> **Scheduling options**.
4. In the **One-on-one or Group session** field, select [Group session](#) (Figure 1).

The screenshot shows the 'Scheduling options' configuration page. On the left is a navigation menu with options like 'Overview', 'Scheduling options', 'Time slot settings', etc. The main content area is titled 'Scheduling options' and contains three numbered sections:

- 1 Automatic or with approval?**: Includes 'Automatic booking' (selected) and 'Booking with approval'.
- 2 Single or multiple sessions?**: Includes 'Single session' (selected) and 'Session package'.
- 3 One-on-one or Group session?**: Includes 'One-on-one session' and 'Group session' (selected). The 'Group session' option is highlighted with a red box and shows a dropdown menu set to '2' customers.

Figure 1: Scheduling options

5. Use the drop-down menu to select the number of Customers you want to allow to attend.

**Important:**

The number of bookings per time slot set in OnceHub should not exceed your Skype account's meeting capacity.

6. Click **Save**.

You're all set! When a booking is made, Skype session details are integrated with all OnceHub notifications and a Skype session will be automatically created based on the settings you selected. When multiple Customers sign up for the same session, such as a webinar, each booking receives the same Skype details.

[Learn more about using OnceHub to schedule webinars and classes](#)

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