Using group sessions with a connected calendar [Classic]

> ⚠ **Important:**
>
> OnceHub recommends working with a connected calendar.

Group sessions allow you to offer the same time slot to multiple Customers, with a set quota for how many are allowed to book that exact time slot. You can use Group sessions for lectures, webinars, or other events where more than one Customer signs up for the same time. See a demo

One-on-one or Group session options are set up in the **Scheduling options** section of the Booking page.

> ⓘ **Note:**
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> If you have linked your Booking page to at least one Event type, the Scheduling options will be on the Event type and not on the Booking page.

Booking Pages provides three options to control the number of bookings per time slot:

One-on-one session: In this mode, the slot becomes unavailable as soon as a booking is made. This is the default setting.

Group session - multiple bookings per slot: You can specify the number of bookings that can be made before the slot becomes unavailable. This mode is used to accept bookings for activities that serve more than one Customer at a time like classes, tours and many types of group sessions.

Group session - unlimited bookings per slot: In this mode, there is no limit on the number of bookings per slot. This mode will never block availability. Unlimited bookings per slot is used for webinars and online classes where there is no physical limitation on capacity.

When using OnceHub **with** a connected calendar, the following rules apply.

Rules for One-on-one sessions

1. Busy time from any selected calendar closes the slot, regardless of whether it was added via the Booking page or directly to the calendar.

2. Calendar events with a status of 'Free' or 'Available' will not block the slot.

3. Each booking can be canceled or rescheduled by the Customer or the Owner. This will automatically free up the slot so that a new booking can be made.

Rules for Group sessions - multiple bookings per slot

1. Multiple bookings per slot applies to the main booking calendar only. Any busy time that is retrieved from additional calendars will block the slot regardless of the slot's capacity.

2. Each busy time in the main booking calendar will be counted as one booking towards the capacity defined in the Booking page or Event type regardless if it was added via the Booking page or directly to the calendar. For example, if a Booking page is set to accept two bookings per slot, one booking can be

created via the Booking page and another booking can be created directly in the main booking calendar and will close the slot.

3. Calendar events that have a status of 'Free' or 'Available' will not be counted towards the defined capacity.

4. Each booking creates its own calendar event in the main booking calendar. For example, if there are three bookings per slot, the calendar events will be created next to each other on the calendar grid.

5. Each booking can be canceled or rescheduled by the Customer or the Owner. This will automatically free up the slot so that a new booking can be made.

Rules for Group sessions - unlimited bookings per slot

1. Unlimited bookings per slot applies to the main booking calendar only. Busy time that is taken from additional calendars will close the slot, regardless of its unlimited capacity.

2. Each booking creates its own calendar event in the main booking calendar. For example, if there are three bookings per slot, the calendar events will be created next to each other on the calendar grid.

3. Each booking can be canceled or rescheduled by the Customer or the User. This will not affect the slot's capacity, as it is unlimited.