

# Introduction to Master pages [Legacy]

Master pages allow you to combine multiple Booking pages and Event types into one point of access for your Customers, providing support for a wide range of scheduling scenarios. You can set up your Master page so that Customers can select the Team member they want to book with, or set it up so that bookings are automatically assigned to Team members according to rules you create.

You can use Master pages for:

- · Scheduling scenarios for organizations with multiple Team members and meeting types.
- Scheduling scenarios for individuals with multiple appointments types, locations, or channels.
- One-time links that are good for one booking only.
- Multiple Master page scenarios such as Event types first or Booking pages first.

## Master page sections

#### Overview

The Overview section shows the main properties of the Master page. In the Overview section, you can find:

- The main settings for your Master page.
- Information about sharing and publishing your Master page.
- Which Booking pages and Event types are included on your Master page.



#### Assignment

This is where you define the way that bookings will be assigned to Booking pages in your Master page. This section is different depending on which scenario you selected for your Master page.

Scenario	How bookings are assigned
Team or panel pages	If your Master page scenario is Team or panel page, the Event types and assignment section is where you create rules for how bookings will be assigned to Booking pages.
	Booking assignment is defined per Event type that you offer on your Master page. This allows for flexible setup that can be different for each Master page. You can also generate one-time links which are good for one booking only, eliminating any chance of unwanted repeat bookings.
Booking pages first or Event types first	If your Master page scenario is Booking pages first or Event types first, the Event types and assignment section is where you use the drop-down menu to select which Booking pages are included in your Master page.
	The drop-down only lists Booking pages that <b>are associated</b> with Event types.
	Learn more about adding Event types to Booking pages
Booking pages only	If your Master page scenario is Booking pages only, the Event types and assignment section is where you use the drop-down menu to select which Booking pages will be included in your Master page.
	The drop-down will only list Booking pages that <b>are not associated</b> with Event types.

#### Labels and instructions

This is where you define the public labels for the different entities in your Master page. You can also customize instructions that will help your Customers make the right selections during the scheduling process. Learn more about Labels and Instructions

#### Public content

Here you can name your Master page and provide the details that your Customers see when they book with you. You can upload an image, edit the logo and design, and provide your contact details. Learn more about Public content

### One-time links

When you use a Master page using team or panel pages, you can generate one-time links which you can send to your Customers to book with you. One-time links are good for one booking only, eliminating any chance of unwanted repeat bookings.



A Customer who receives the link will only be able to use it for the intended booking and will not have access to your underlying Booking page. When you create a one-time link, it's automatically copied to your clipboard with one click, allowing you to quickly generate multiple one-time links that can be sent to different Customers. Onetime links can be personalized, allowing the Customer to pick a time and schedule without having to fill out the Booking form.

Learn more about using one-time links



You can use the OnceHub for Gmail extension to schedule with general links directly from your Gmail account. You can generate links, copy them in a single click, and send them in an email.

Learn more about OnceHub for Gmail