Concurrent Sessions in Team Scheduling Scenarios [New]

When you enable **Concurrent Sessions**, time slots remain available on your **Booking Calendar** until they reach the maximum capacity you define. However, the way these sessions are distributed depends on your specific team configuration.

Team as the Host (Round Robin or Any Available)

Bookings follow the standard logic of your chosen **Distribution Method**. The key difference is that each team member can receive multiple bookings for the same time slot based on the maximum **Concurrent Session** limit.

Single Host and Co-Host (Panel Meeting)

In a Panel Meeting, guests book a session that requires both the primary host and the co-host to attend together. They can receive multiple bookings for the same time slot based on the maximum **Concurrent Session** limit.

Single Host and a Member of a Team as a Co-Host (Panel Meeting)

This scenario involves one specific host and a member from a designated team.

When the **first session** in a time slot is booked, the system selects a team member based on the team's **Distribution Method** to pair with the Host. **All subsequent sessions** within that same time slot use the same host–team member pairing.

Example Scenario: If the **Concurrent Sessions** limit is set to 2, John is the Host, and the team has 3 members (Sarah, James, Connor), the pairings would function as follows:

9 AM to 10 AM Slot:

- **Session 1:** John and Sarah
- **Session 2:** John and Sarah

10 AM to 11 AM Slot:

- **Session 1:** John and James
- **Session 2:** John and James

11 AM to 12 PM Slot:

- **Session 1:** John and Connor
- **Session 2:** John and Connor.

Members of a Team as both Host and Co-Host (Panel Meeting)

This scenario pairs one member from **Team A** with one member from **Team B** for the same meeting.

When the **first session** in a time slot is booked, a member from Team A and Team B are paired based on both teams' **Distribution Methods**. Subsequent sessions in the same slot either reuse the same pairing (until their limit is reached) or create a new pairing using other available members.

Example Scenario: If the **Concurrent Sessions** limit is set to 2, Team A has 2 members (John, Nolan), Team B has 3 members (Sarah, James, Connor), the pairings would function as follows:

9 AM to 10 AM Slot:

- **Session 1:** John and Sarah
- **Session 2:** Nolan and James
- **Session 3:** John and Sarah
- **Session 4:** Nolan and James

10 AM to 11 AM Slot:

- **Session 1:** John and Connor
- **Session 2:** Nolan and Sarah
- **Session 3:** John and Connor
- **Session 4:** Nolan and Sarah