

# Favouriting Sessions (Creating Personal Agenda)

In contrast to [Managed Schedules](#), attendees can 'favourite' a session by clicking the star icon next to a session in the app agenda view. This will add the session to the attendee's event schedule on the app, allowing them to plan which sessions they wish to attend during the course of the event.

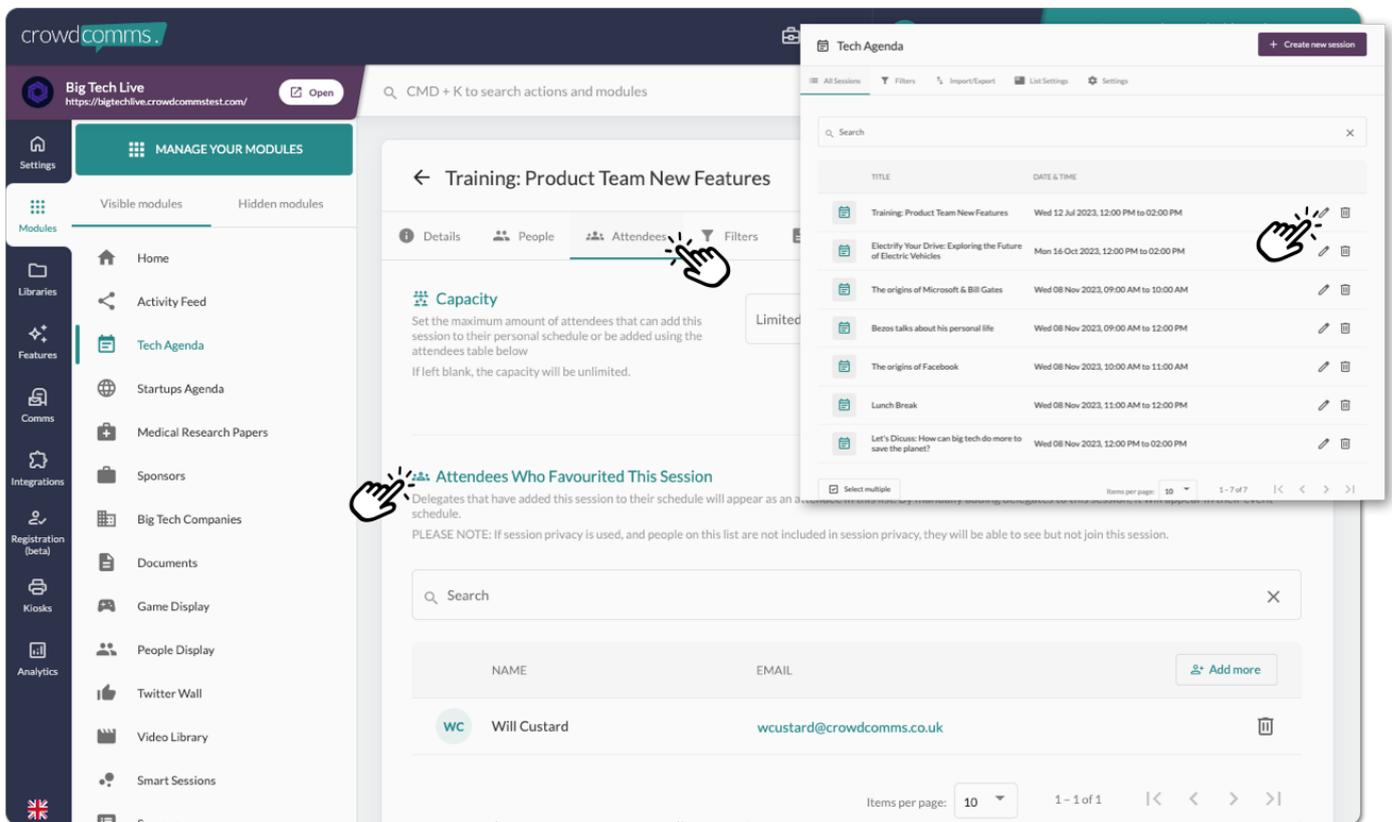
Other than the users, the admin is also able to add users to the session's favourite list via the CMS. The users can remove the session from their event schedule, regardless of whether the session by added themselves or an admin adds it for them.

The screenshot displays the crowdcomms CMS interface. On the left is a navigation sidebar with categories like Settings, Modules, Libraries, Features, Comms, Integrations, Registration (beta), Kiosks, and Analytics. The main content area is divided into two panels. The top panel, titled 'Training: Product Team New Features', shows tabs for Details, People, Attendees, and Filters. A hand icon points to the 'Attendees' tab. Below this is a 'Capacity' section with a 'Limited' status and a table for 'Attendees Who Favoured This Session'. A hand icon points to the 'Attendees Who Favoured This Session' section. The bottom panel, titled 'Tech Agenda', shows a table of sessions with columns for Title and Date & Time. A hand icon points to a star icon next to a session. Below the table is a search bar and a table with columns for Name and Email, with an 'Add more' button. A hand icon points to the 'Add more' button.

TITLE	DATE & TIME
Training: Product Team New Features	Wed 12 Jul 2023, 12:00 PM to 02:00 PM
Electrify Your Drive: Exploring the Future of Electric Vehicles	Mon 16 Oct 2023, 12:00 PM to 02:00 PM
The origins of Microsoft & Bill Gates	Wed 08 Nov 2023, 09:00 AM to 10:00 AM
Bezos talks about his personal life	Wed 08 Nov 2023, 09:00 AM to 12:00 PM
The origins of Facebook	Wed 08 Nov 2023, 10:00 AM to 11:00 AM
Lunch Break	Wed 08 Nov 2023, 11:00 AM to 12:00 PM
Let's Discuss: How can big tech do more to save the planet?	Wed 08 Nov 2023, 12:00 PM to 02:00 PM

NAME	EMAIL
WC Will Custard	wcustard@crowdcomms.co.uk

You can export the current list of 'favourited' sessions from the 'Import/Export' tab of the agenda module on the CMS, allowing you to get an idea of how popular sessions are and allow for planning capacity.

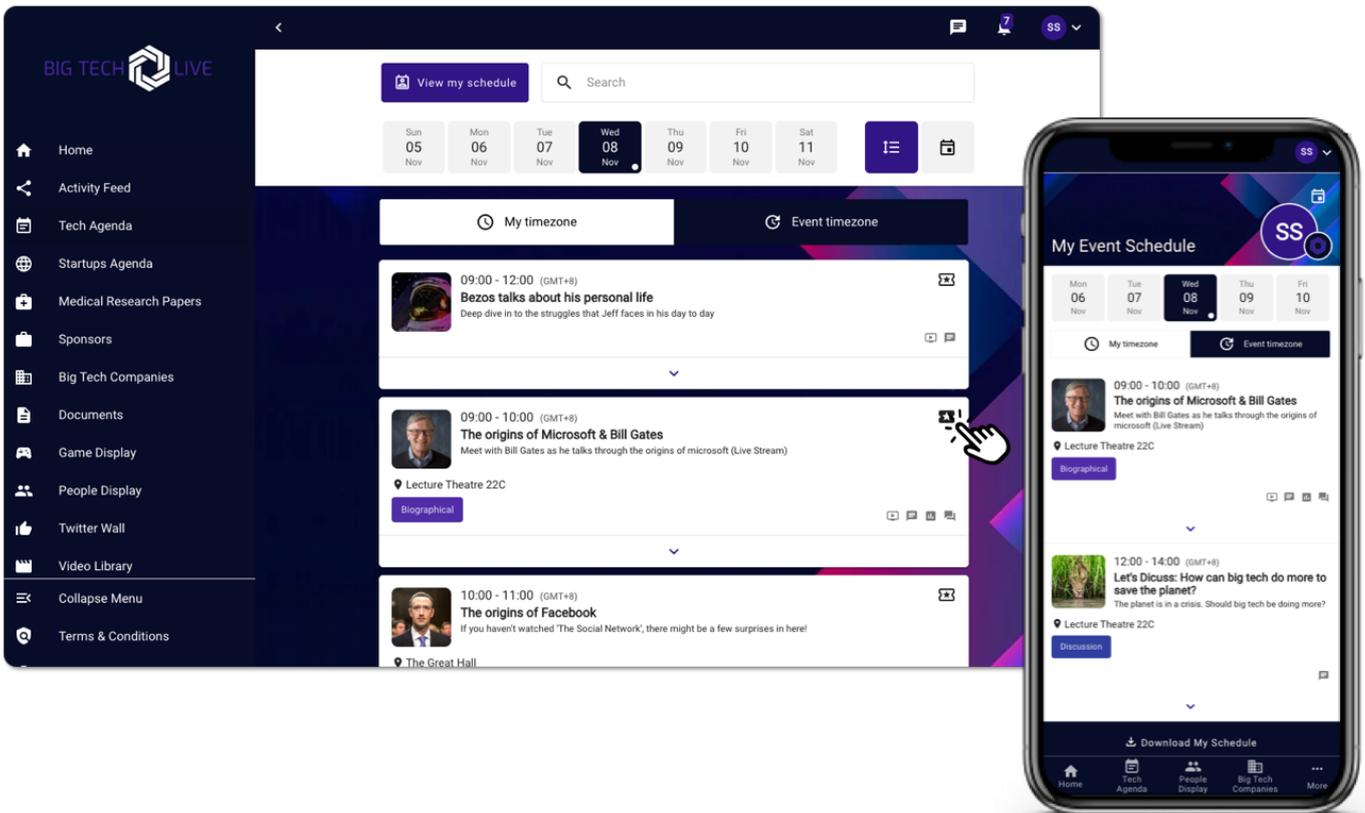


## In App

As an app user, it's possible to favourite sessions within an agenda. To do this, tap the "star" icon when in an agenda list view. You can also favourite a session when inside the session page, just click the "Add to my Agenda" button situated at the top right corner of the engagements section of the session page.

To view all the sessions you've favourited, click on the right-hand menu of the app and choose "My Event Schedule". You'll then see all the sessions within the app that you've personally favourited, as well as (if applicable) sessions which have been added by the event organiser by way of the Managed Scheduled, so you can plan your time at the event.

It's also possible to add these favourited sessions to your device's calendar by pressing the download icon on this page.



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Created 27 March 2019 12:08:26 by Chris

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