

# Voilà - Create a Program



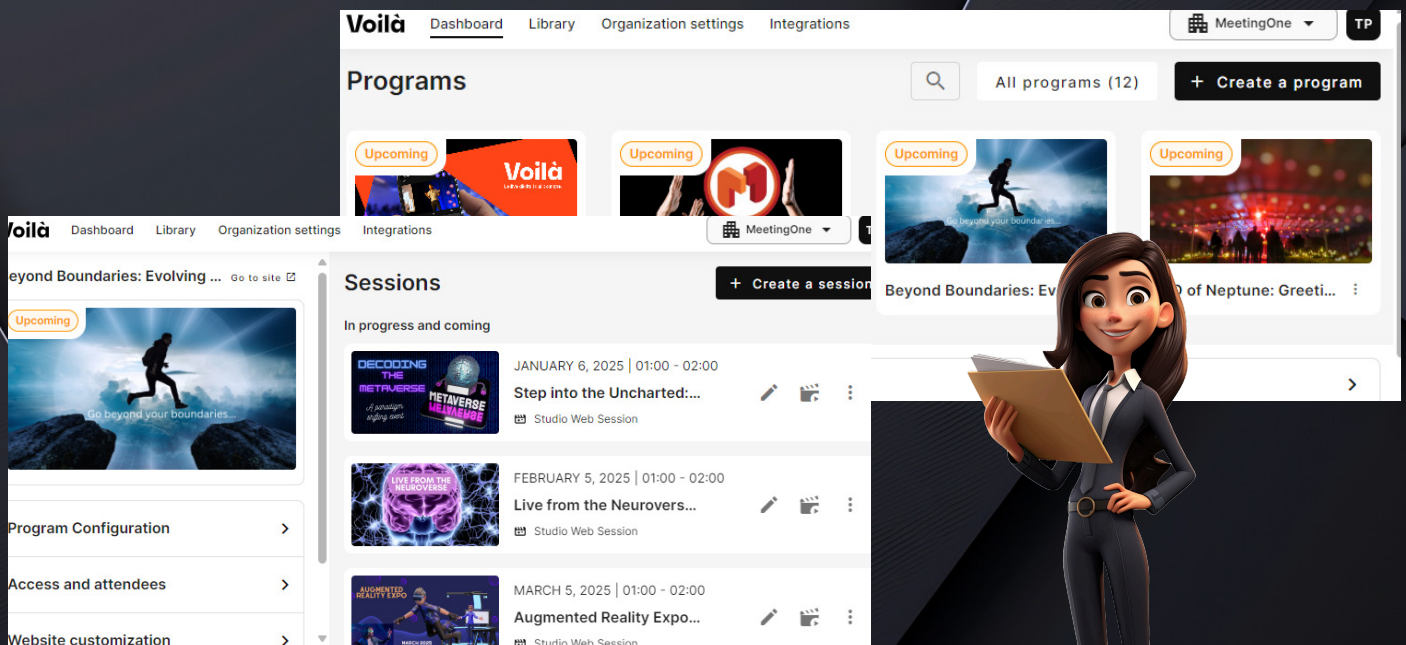
A program can also be called a livestream series, and it is where you will schedule your livestream events or sessions. You can have multiple sessions and multiple programs.



Log into your Voilà Backstage interface with your provided credentials.



Click the "+ Create a program" button. This is located in the top right corner of the Backstage interface.



The screenshot displays the Voilà Backstage interface. At the top, there are navigation tabs: Dashboard, Library, Organization settings, and Integrations. On the right, there are user options for MeetingOne and TP. The main content area is divided into two sections: Programs and Sessions. The Programs section shows a grid of upcoming programs, each with a thumbnail and a title. The Sessions section shows a list of sessions in progress and coming, with details such as dates, times, and session titles. A sidebar on the left contains navigation options: Program Configuration, Access and attendees, and Website customization. A cartoon character of a woman in a business suit holding a clipboard is overlaid on the bottom right of the screenshot.

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You will have the option to start from scratch or use a template.



Enter a Program name, select your time zone, and click "Next."



Make the following selections. These can be changed later:

**Nominative/ Anonymous program** - By activating the nominative mode BEFORE adding attendees to the program, you will be able to export the nominative list of the persons who attended each of the program session.

**Program recording** - If activated, all sessions from this program will be recorded by default. If not activated, you can still turn on recording for a specific session.



Click "Finalize" to finish.

