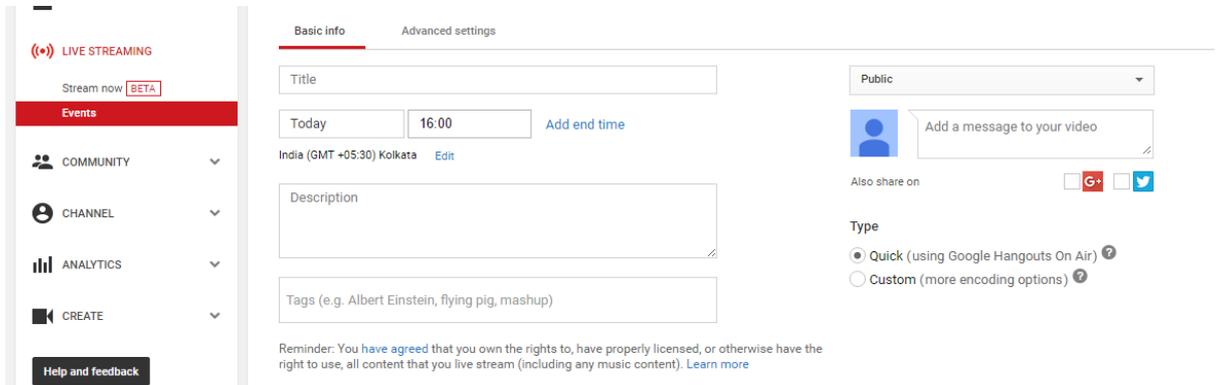


How to Schedule a Live Event?

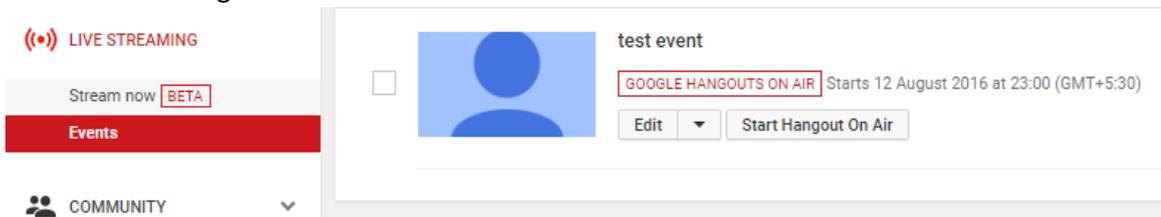
1. Create an Event and get hangout link.

Method 1 : Using YouTube creator studio.

- Go to https://www.youtube.com/my_live_events and create new live event.

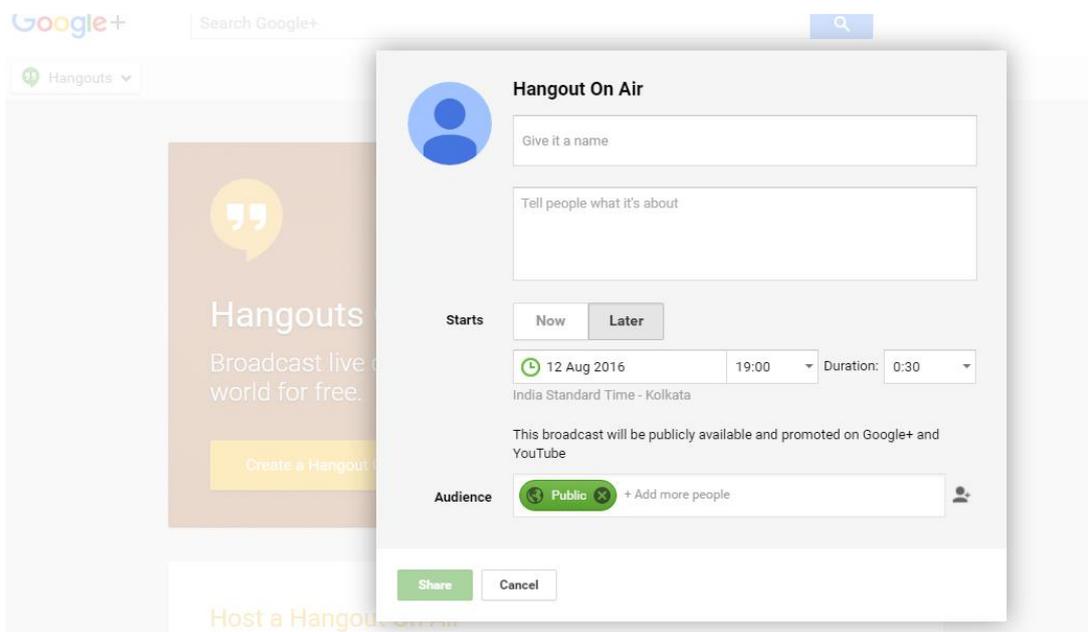


- (Optional) Its better if you disable live chat from “Advanced Settings” which is disabled by default in “Method 2”. Or you could keep it enabled and post UnifiedChat link (will be obtained in later steps) in its comment.
- Click start Hangout on Air. Copy Link from the Hangout window address bar. Save it in a text file and close the hangout window.

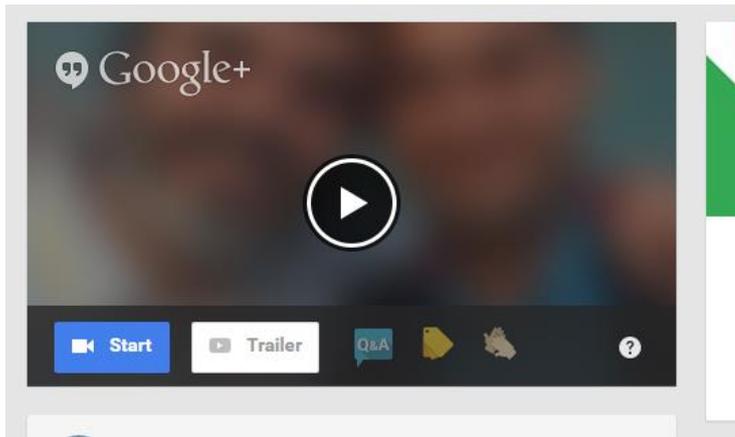


Method 2 : Using Google Plus Hangout on Air page.

- Go to <https://plus.google.com/hangouts/onair> and create HOA event.



- After submitting the above form by clicking on “Share”. An option will appear in event page to start the hangout. Click “Start”



- Copy Link from the Hangout window address bar. Save it in a text file and close the hangout window.

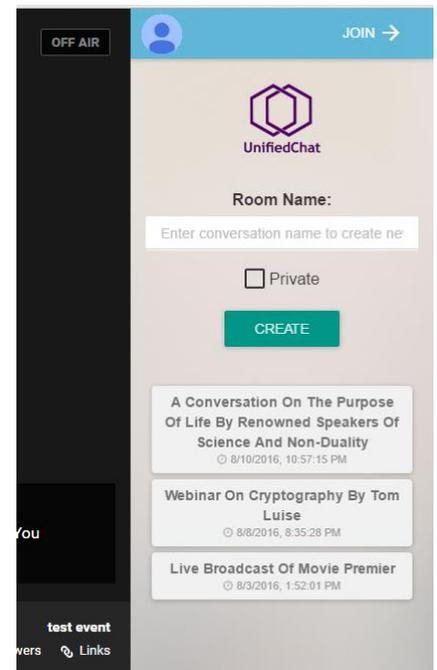
2. Edit the Hangout link obtained in step1.

- Append "&gid=231331853758" at the end of URL. This will be the URL you have to share with those whom you want to invite to hangout.

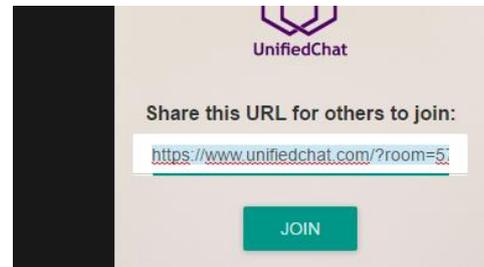
Ex. <https://hangouts.google.com/.....?hl=en-GB&authuser=0&gid=231331853758>

3. Create a UnifiedChat URL to share.

- Open the above edited link in a new window. It will open hangout with UnifiedChat extension preloaded. It will ask to authorize for permissions if its first time.
- Create a new chat room or use previously created one.
 - Private:** Conversations marked as private will need the moderator’s approval for any users to join the chat.
 - Public:** Conversations which isn’t marked as Private can be joined by anyone who has the link.



- After the chat room is created. It will take you to “Join chat room” page. **Copy link from there.** This is the UnifiedChat link you need to share instead of YouTube link for the audience to watch the broadcast video.



4. Now close all the windows and **at the time of event open hangout using "edited hangout link" and join the previously created chat room from UnifiedChat extension.**
Share the two links one for Hangout and one for UnifiedChat website which is obtained in previous steps with participants and audience respectively.