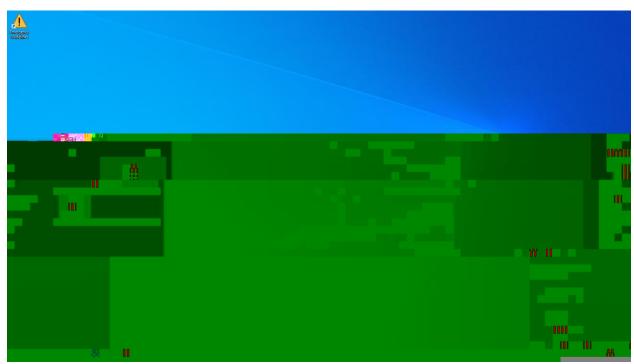
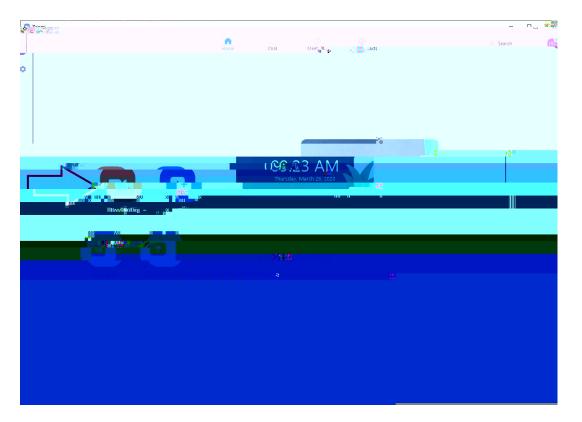
## How to Set Up Breakout Rooms Within Your Zoom Meeting

1. Launch the Zoom application. This can be done by clicking on your Start menu, scrolling down to



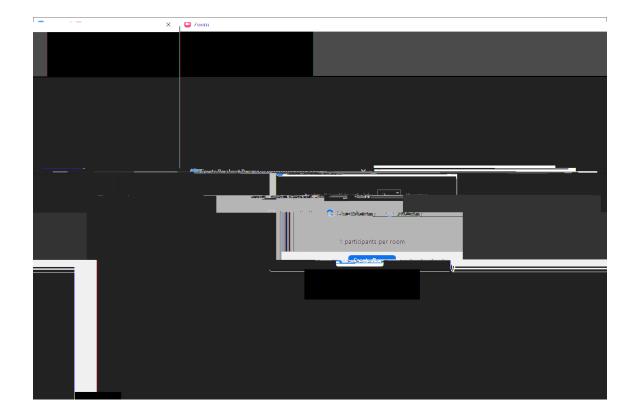
2. Ether launch a new meeting by

-scheduled meeting by



want Zoom to distribute your participants into breakout rooms automatically or if you want to assign them manually.

5. If you have chosen to let Zoom assign your participants to their breakout rooms, leave the 8.



6. If you would like to assign your participants to the breakout rooms manually, make sure the

## 7. The

this to assign your participants to each room. When you do, your participants will be listed. Click the checkbox next to their name(s) to assign them to a room.

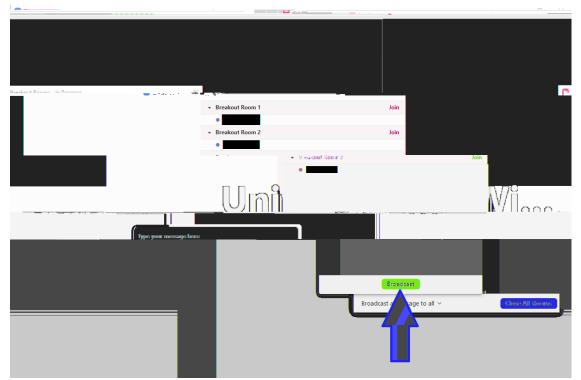
participants will now be placed into their respective breakout rooms.



12. Your participants will have a few extra features in their breakout rooms that are different than a standard Zoom meeting room. Notice the timer at the top right corner and a new option in the

Ereakout Room 2 Zoom Meetin	ig (D:		- 0 X
0			00000 🗘 Interful Scient
	You are now in a Breakout Room		

15. When you are in the main meeting room, you can broadcast a message to all breakout rooms.



16. When you want to dose out all of your breakout rooms and have all participants return to the

