Breakout Room Enhancements

**Breakout room workflow.** To create breakout rooms, click the Participants panel Global Options menu and select “Create Breakout Rooms…”

Alternatively, you can also select “Tools” from the menu bar and select Breakout Rooms>Create Breakout Rooms.
The moderator can drag and drop participant(s) or use the Participant Options menu to send the participant to a particular room.
During the breakout room session, the moderator can click the Main Room button and see a menu selection to move to another room, return everyone to the main room, or return everyone to their previous breakout room. Copying whiteboard content is as simple as selecting “Copy All Whiteboards to Main Room”.
The moderator has the option to minimize or maximize the participant list in each breakout room by clicking on the Expand/Collapse button found next to the breakout room name.
The moderator can select the Options menu for any room and select the needed action.

The name of the room you are located in always appears here.