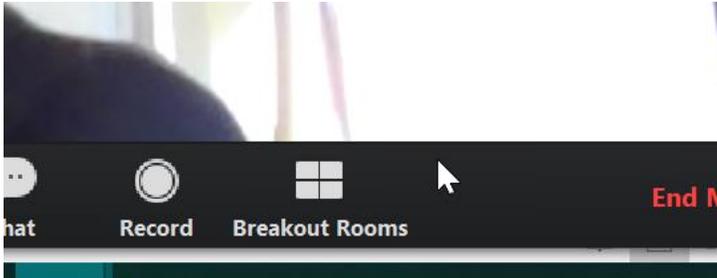


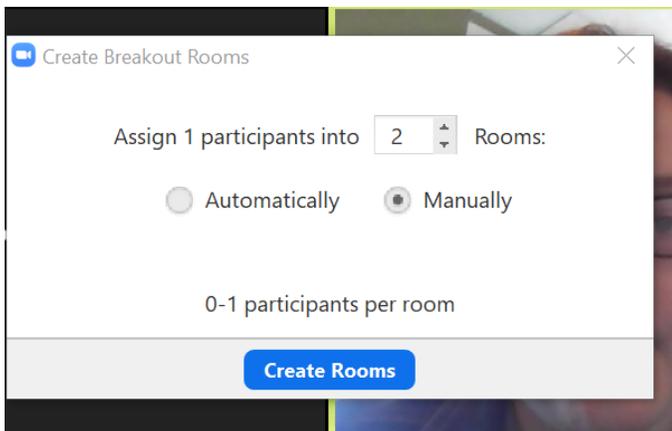
ZOOM Breakout Rooms

***Sign in to your Zoom account. Only Hosts will be able to control Breakout Rooms.**

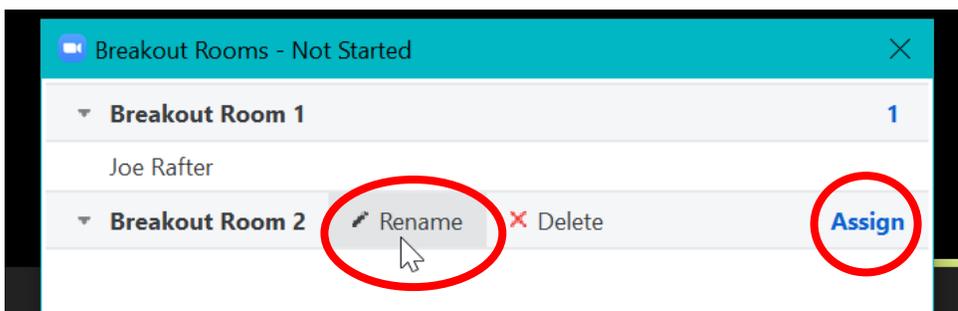
1. In the bottom right hand corner, click Breakout Rooms



2. Fill in the details below, you can create multiple rooms

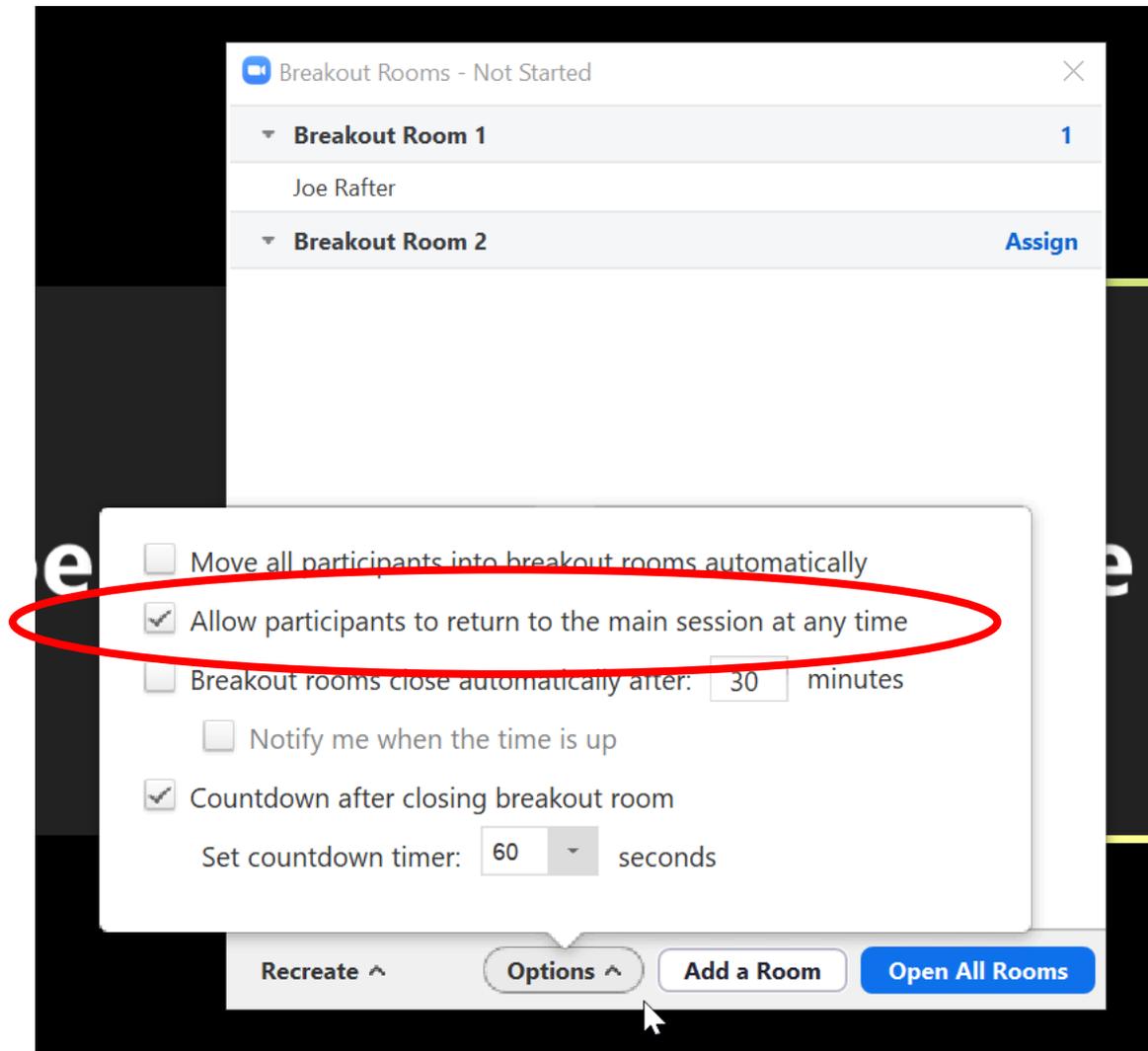


3. Click Create Rooms
4. You can now Rename each room and Assign attendees:

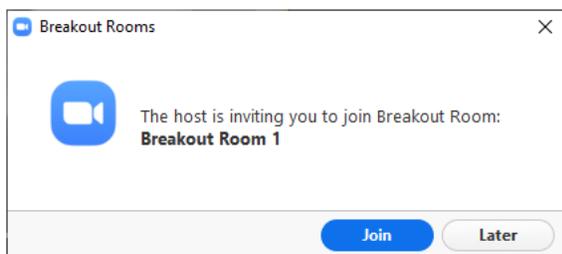


5. Permissions

Under the Breakout Room assigning area, scroll to the bottom and select OPTIONS. If you would rather the participants not return to the original session, you will need to UNCHECK the box below. Adjust as needed.



6. Participants of the zoom meeting will see this invitation on their screen:



If you have any questions, please email GROUPBLASTTECHNOLOGY@IU17.ORG or contact the Technology Department (570) 323-8561 x6400. Thank you.