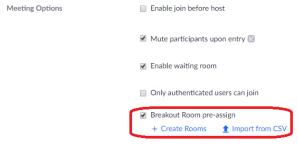
ZOOM: PRE-ASSIGNING BREAKOUT ROOMS

- 1 NAVIGATE TO <u>BOSTONU.ZOOM.US</u> AND LOG IN
- WITHIN YOUR CREATED MEETING, CHECK "BREAKOUT ROOM PRE-ASSIGN".



□ Record the meeting automatically

IF YOU DON'T SEE BREAKOUT ROOMS OPTION, GO TO YOUR SETTINGS AND CHECK "BREAKOUT ROOM" AND "ALLOW HOST..."

