Zoom -- Group Work or Breakout Rooms

Only Hosts Can Manage Breakout Rooms

Only a Host can see and manage the breakout room in any Zoom meeting. Co-hosts can't.

The 1st alternate host or co-host to join a Zoom meeting will become the Host, though. The next alternate hosts or co-hosts to join remain co-hosts.

So the work-around solutions are:

- Whoever is the Host manages the breakout rooms.
- Host makes someone else the New Host in the Zoom meeting.
  - The Host clicks Participants, hovers mouse pointer over a row for a co-host in Participants panel, clicks "More," and makes another co-host the "Host" in order to let them manage the breakout rooms for the time being.
  - Or some combination, thereof.

As co-host, you should be able to, in the Chat, send direct messages (choose from “Everybody” drop-down or the like in Chat panel) to the host or co-host to ask.

Using Breakout Rooms -- Video

The following is a how to handle online group work “during class” or “during lab.”

- Video on how to enable Breakout Rooms in Zoom
  - [https://support.zoom.us/hc/en-us/articles/206476093](https://support.zoom.us/hc/en-us/articles/206476093)

Student or Participant Instructions

- [https://support.zoom.us/hc/en-us/articles/115005769646-Participating-in-Breakout-Rooms](https://support.zoom.us/hc/en-us/articles/115005769646-Participating-in-Breakout-Rooms)

Pre-Assigning Participants to Breakout Rooms

- Zoom -- Pre-Assign Participants to Breakout Rooms

Students Create Meeting Rooms and Share with Other Students

- Zoom -- Students Create Meeting Rooms and Share with Other Students

MORE HELP?

Click link above to collapse this area.

NEED MORE HELP? Contact ihelp@drexel.edu or the CCI Commons HelpDesk at 215-895-2480.

*Additional Assistance is ONLY for Drexel University - College of Computing & Informatics (CCI) instructors, faculty, professional staff, and students.*

Anyone else should contact technical support for their own college, department, university, organization, or business.