

Zoom - Enabling breakout rooms

[Original tutorial](#)

[Video tutorial](#)

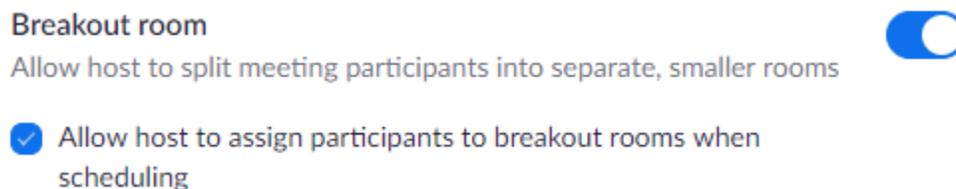
Overview

Breakout rooms allow you to split your Zoom meeting in up to 50 separate sessions. The meeting host can choose to split the participants of the meeting into these separate sessions automatically or manually, and can switch between sessions at any time.

Note: Before using breakout rooms, see the [limitations of breakout rooms](#).

1. Sign in to the Zoom web portal at <https://unmc.zoom.us/>.
2. In the navigation menu, click **Account Management** then [Account Settings](#) (if you are an account administrator) or [Settings](#) (if you are an account member).
3. Navigate to the **Breakout Room** option on the **Meeting** tab and verify that the setting is enabled.

If the setting is disabled, click the toggle to enable it. If a verification dialog displays, choose **Turn On** to verify the change.



Note: If the option is grayed out, it has been locked at either the Group or Account level, and you will need to contact your Zoom administrator.

4. (Optional) Click the checkbox to allow meeting hosts to [pre-assign participants to breakout rooms](#).

Using breakout rooms (additional tutorials)

After enabling breakout rooms, you can do the following:

- [Participant in breakout rooms](#) (participants)
- [Manage breakout rooms](#) (host)
- [Pre-assign participants to breakout rooms](#) (host)