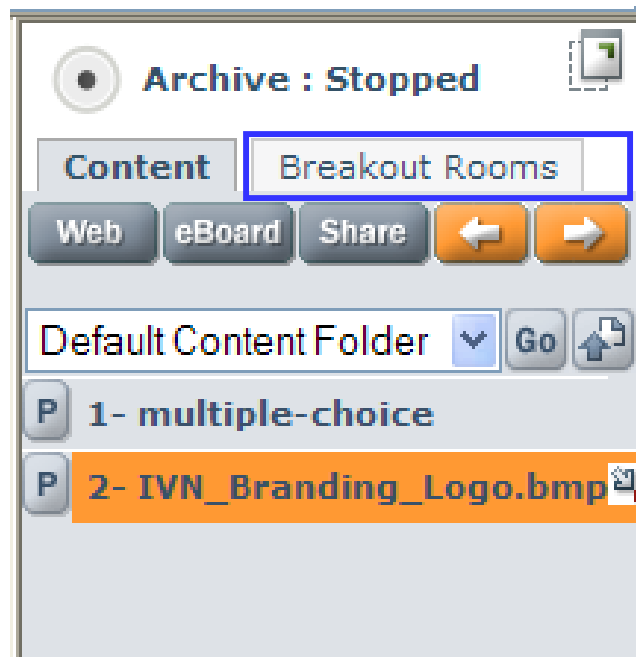


WIMBA: Accessing Breakout Rooms



April 2009

Accessing Breakout Rooms

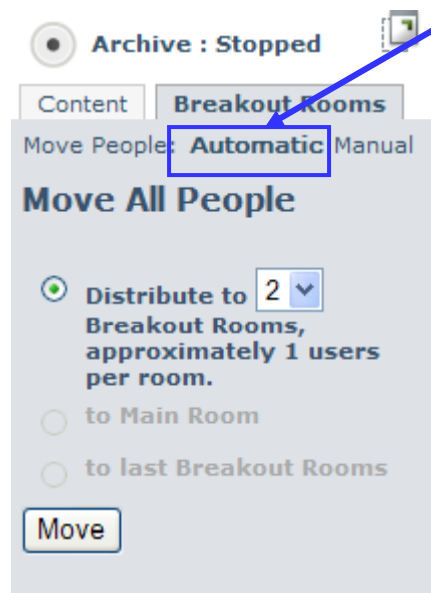


- Most Wimba rooms will have been created with at least 3 breakout rooms.
- Click on Breakout Rooms, in the Presenters Console,

Breakout Rooms: Distribute Students

- You can distribute students in the breakout rooms either **AUTOMATICALLY** or **MANUALLY**.
- You can not archive in the breakout rooms.
- As an instructor/presenter, you can move yourself from one room to another.

Breakout Rooms: *Automatic Distribution*



- Click on **Automatic**
- Select the number of breakout rooms you wish to use, this will automatically move the students.
- Click on the **MOVE** button.

Breakout Rooms: Manual



- Select MANUAL
- Click on student's name and drag them to the breakout room.
- For a group of students – hold down CTRL key to select more than one.
- To move them back to the Main Room, click on each name and drag them to the Main Room.

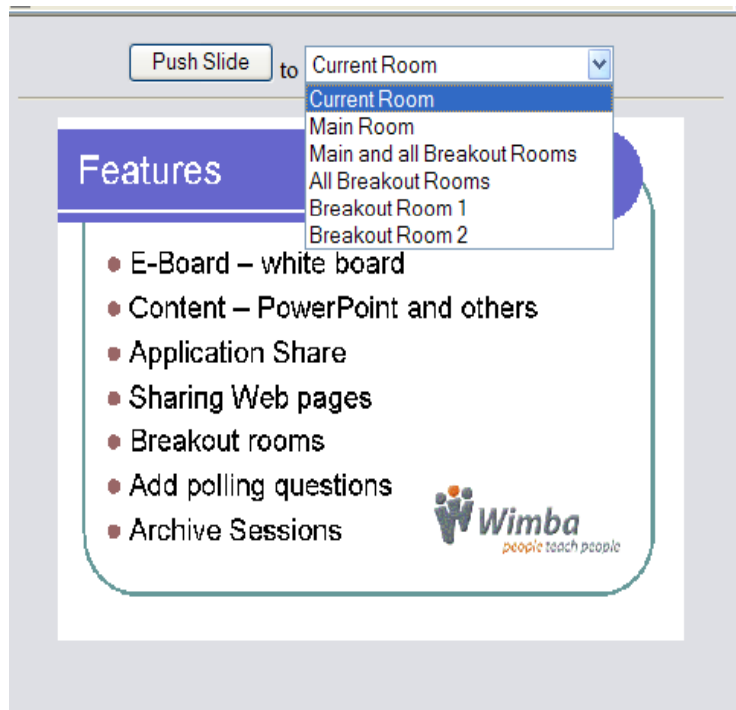
Breakout Rooms: Showing PowerPoint



Step 1: In the Main Room under Presenter's Console, select your PowerPoint Slides in the drop down box and click on Go.

Step 2. Click on the Preview button for the slide you wish to show

Breakout Rooms: Showing PowerPoint (cont.)



- **Step 3:** This box will pop up - which will allow you to Push Slide to which room you want. Select All Breakout Rooms or a specific breakout room.
- **Step 4:** Click on Push Slide. This will move the slide to the selected room