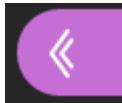


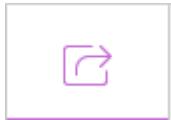


Blackboard Collaborate Breakout Sessions

To launch a breakout session, click on the purple arrow at the bottom right of the screen.



Now select the Share Content tab on the panel that just opened up.



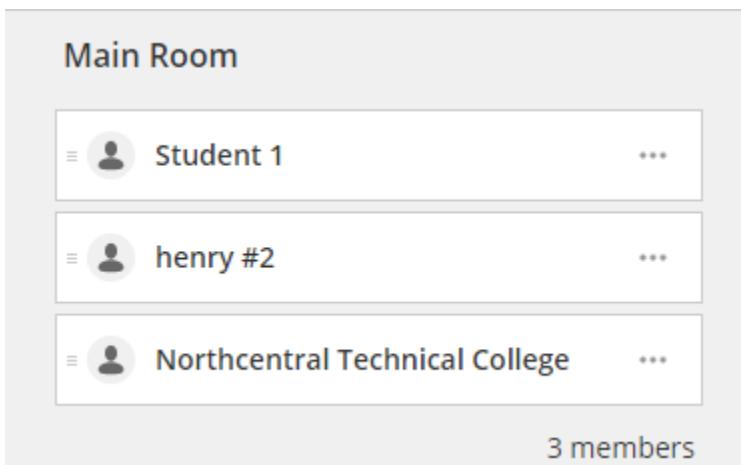
You can now click the Breakout Groups icon on the panel.



[Breakout Groups](#)

From here you can drag and drop students from the main room into the groups below.

First click and hold the student name

A screenshot of the "Main Room" student list in Blackboard Collaborate. The list shows three members: "Student 1", "henry #2", and "Northcentral Technical College". Each member has a small profile icon to the left of their name and three dots to the right. At the bottom of the list, it says "3 members".

Student	Actions
Student 1	...
henry #2	...
Northcentral Technical College	...

3 members

Then the window below will appear and you can drag them into the appropriate group

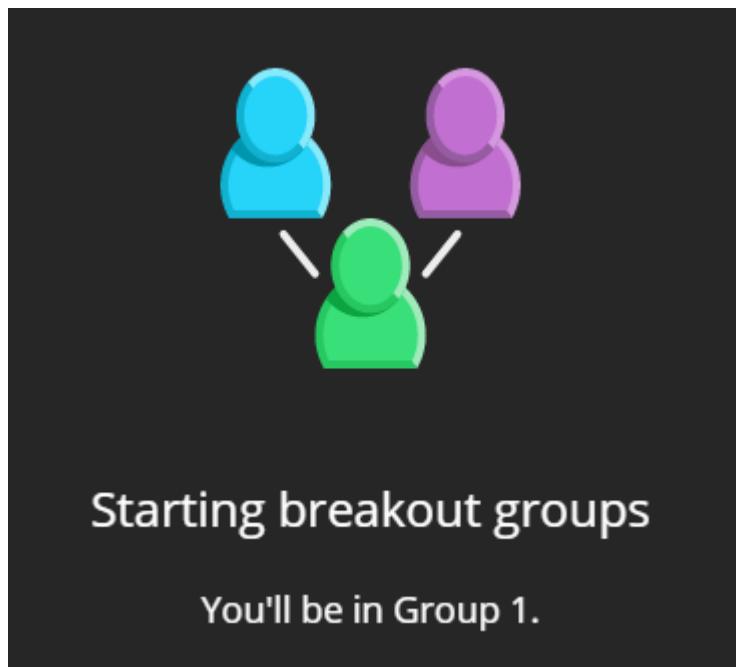
The screenshot shows a window titled 'Main Room' with '3 members' and 'Current group'. Below it are two groups: 'Group 1' with '0 members' and 'Group 2' with '0 members'. The 'Group 1' section is highlighted with a dashed border.

Group	Members
Main Room	3 members
Group 1	0 members
Group 2	0 members

Once they are in the appropriate groups you can press the start button at the bottom.



This window will appear letting you know what group you will be in.



Collaborate will move you to the Participant tab on the panel.



From here you will see the Breakout Groups and you can move from group to group by pressing the icon to the right of the name.



To move a student from one group to the next, click on the group, then click on the student name and select Move to another group.

Main Room
1 member

henry #2
Presenter

Move to another group

Make moderator

Make participant

Make captioner

Remove from session

Group 1
2 members

Group 2
0 members

You will be brought back to the page that allows you to move the participants around and instead of a start button at the bottom you get an Update button.



To end the breakouts click back to the share content tab at the bottom of the panel



And press the stop button next to the Breakout Groups button

