**Using pre-assigned breakout rooms exercises**

Do the following exercise with two of your peers.

1. Schedule a recurring meeting which will meet once weekly on whatever day it is today and will repeat three (3) times.
2. Pre-assign one of your peers to one breakout room, and the other of your peers to another breakout room. Name each breakout room something whimsical.
3. Make sure to check the “Only let authenticated users join” so that your peers must be signed in to join.
4. Start the meeting and share the link with your peers (presumably via email) so that they may join.
5. Use the “Recover to pre-assigned rooms” button to populate the breakout rooms.
6. Open the breakout rooms and ask your peers to join their respective rooms.
7. Join one of the breakout rooms yourself. Ask the peer in this breakout room to use the “Ask for help” function once you leave to see if it is working properly.
8. Leave and go to the other breakout room. Wait until you see the other peer ask for help and return to that breakout room.
9. Finally, go back to the main room, and close the breakout rooms so that your peers will have to return to the main room as well. Wait until they return and end the meeting.
10. Let each of your peers complete this exercise in turn.