

# Breakout rooms attendee guide for webinars

Last Modified on 05/13/2026 11:12 pm IDT

 This article is designated for all users.

## About

Breakout rooms allow participants to join smaller group discussions during a session.

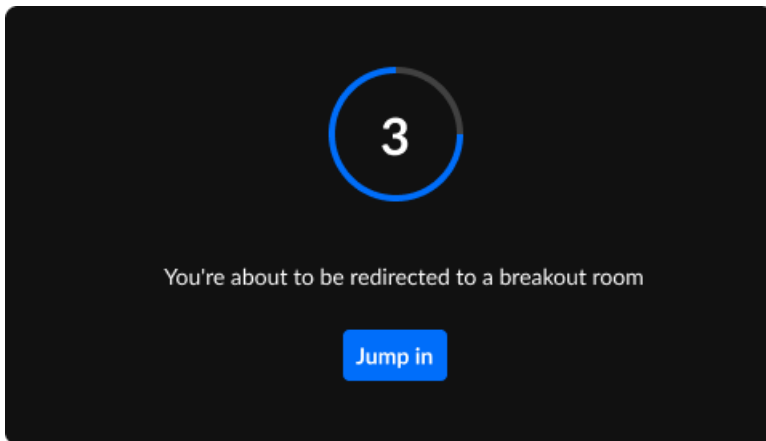
This article explains how to join and navigate a breakout room.

## Join a breakout room

When a moderator launches breakout rooms, you will see a countdown before the breakout session begins.

You can:

- Wait for the countdown to finish, or
- Click **Jump in** to immediately enter your assigned breakout room.



## Use the breakout room control bar

Once you enter a breakout room, a control bar appears at the top of the screen.

The control bar includes the following options.

### Call moderator

If you need assistance, click **Call moderator**.



The moderator will receive a notification and can join your breakout room to help.

After you send the request, the button changes so you can cancel the call if needed.

## View remaining time

If the moderator set a timer for the breakout session, the remaining time appears on the control bar.



Moderators can adjust the time during the session, so the remaining time may increase or decrease.

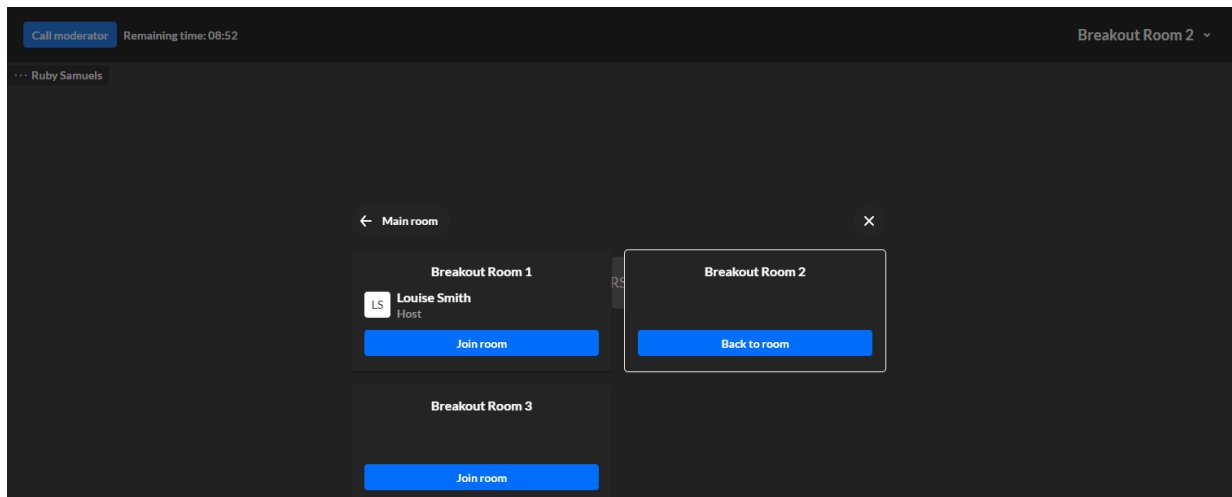
## Switch rooms

If enabled by the moderator, you can move between breakout rooms.

1. Click the name of your current room in the control bar.



A window displays all available breakout rooms.



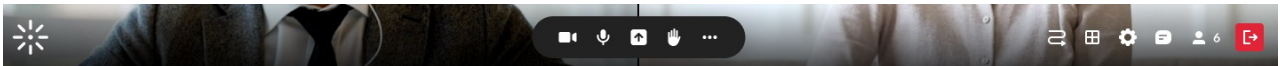
2. Select the breakout room you want and click **Join room**.

You can also click **Main room** to return to the main room.

The moderator can also move participants between rooms during the session. If this happens, you will see a countdown before entering the new room.

## Use the bottom toolbar

The bottom toolbar includes the standard meeting controls.



Depending on the permissions set by the moderator, you may see options such as:

- Camera
- Microphone
- Raise hand
- Chat
- Screen sharing

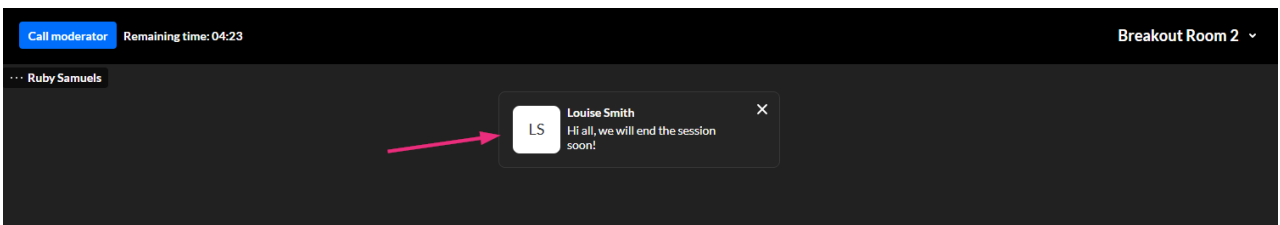
The **three-dot menu** may also include options to:

- Record the session
- Access or upload media files
- Add media to the storyboard

## Receive broadcast messages

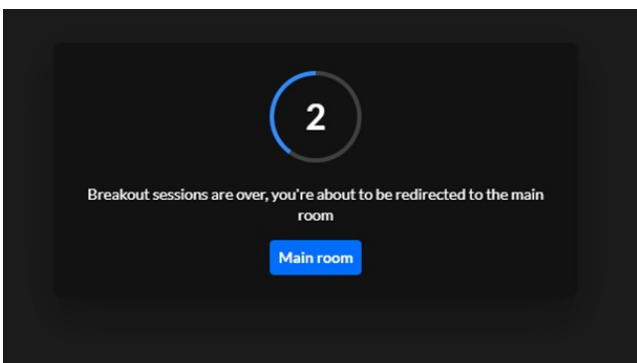
Moderators can send messages to all breakout rooms.

When this happens, the message appears as a notification on your screen.



## Return to the main room

When the breakout session ends, or when the moderator closes the breakout rooms, a countdown appears.





After the countdown finishes, you are automatically returned to the main room.

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