

Instruction for attorneys to utilize breakout rooms in Zoom:

Meeting features

- **Enhanced co-host privileges over Breakout Rooms**

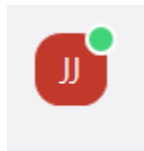
Co-hosts have the same breakout room controls as the meeting host, such as starting or ending breakout rooms, assigning participants, etc.

To utilize this feature, you will need to ensure that your Zoom Desktop Client is updated to the latest version (5.4.6 or higher). This feature is not available on the mobile applications.

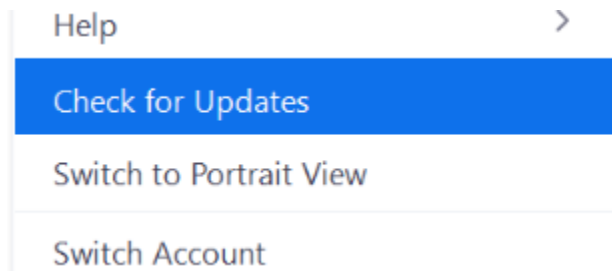
Note: If you use Zoom via the web browser, Zoom automatically updates to the latest version for you.

How to update your Zoom Desktop Client:

1. Navigate to your Zoom Desktop Client and click on your profile in the top right-hand corner.



2. Click on **<Check for updates>**



3. Ensure your Zoom Desktop Client is upgraded to the latest version.

