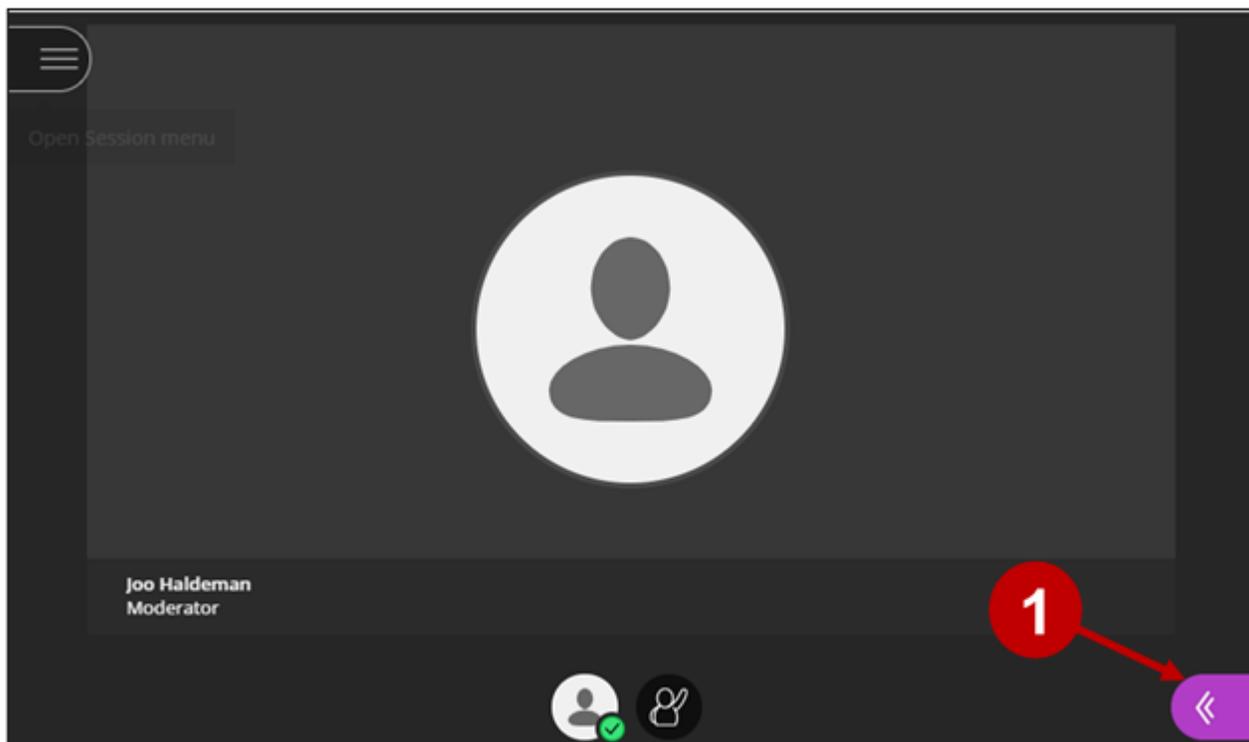# How to Join Open Breakout Groups in Blackboard Collaborate Ultra

Breakout Groups is a setting that allows instructors to break students into groups during a live Collaborate session and allow them to communicate with each other separate from the others. However, Moderators can allow Participants to choose a Breakout Room.

When participants are in a **Breakout Room**, they can use the tools that the **Main room** has. Moderators can view any page in any public Group at any time, but other Participants can only view the pages in their current Room
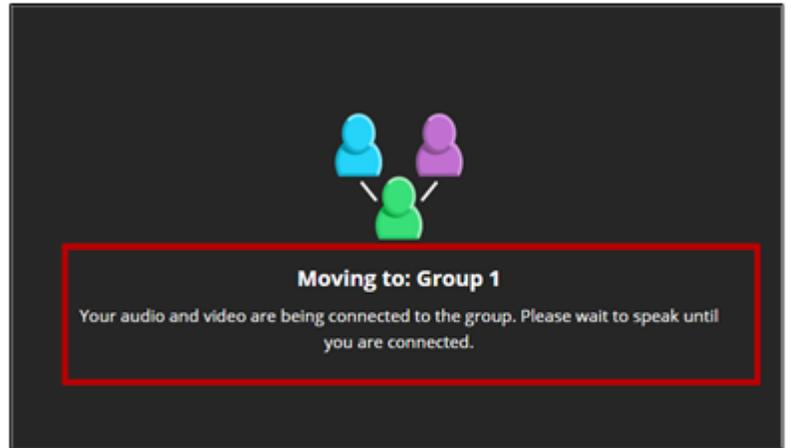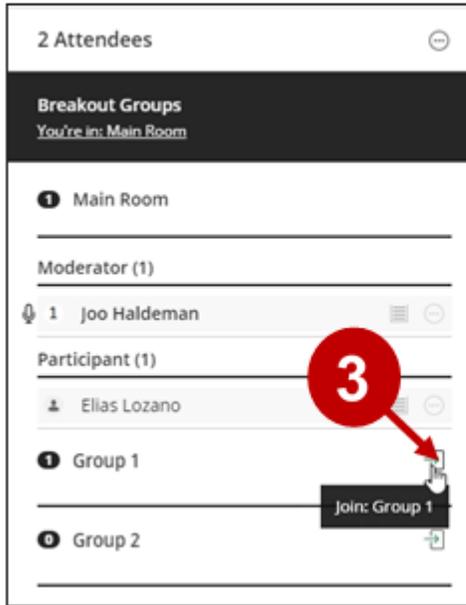
Joining a Breakout Group

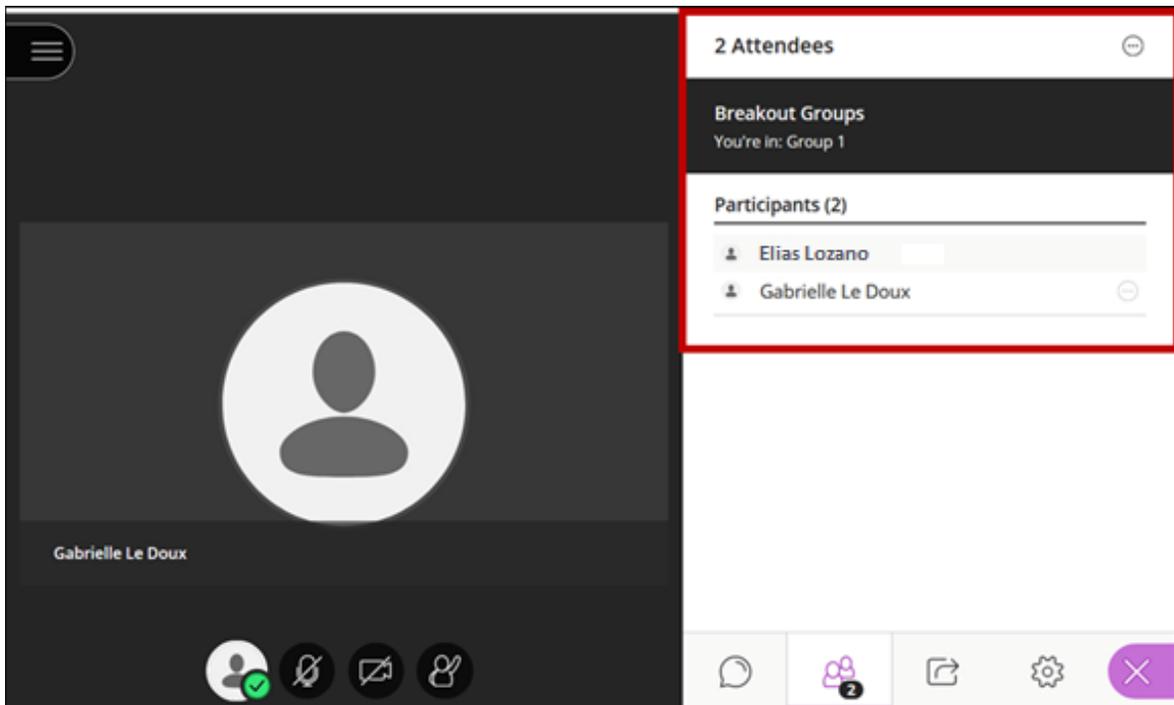**Step 1:** Select the purple Collaborate tab on the bottom right.

Step 2: Select the Attendee tab.

Step 3: Click the door icon to join your Breakout Group and wait for Collaborate to synch your audio and video to only be heard in the Breakout Group.
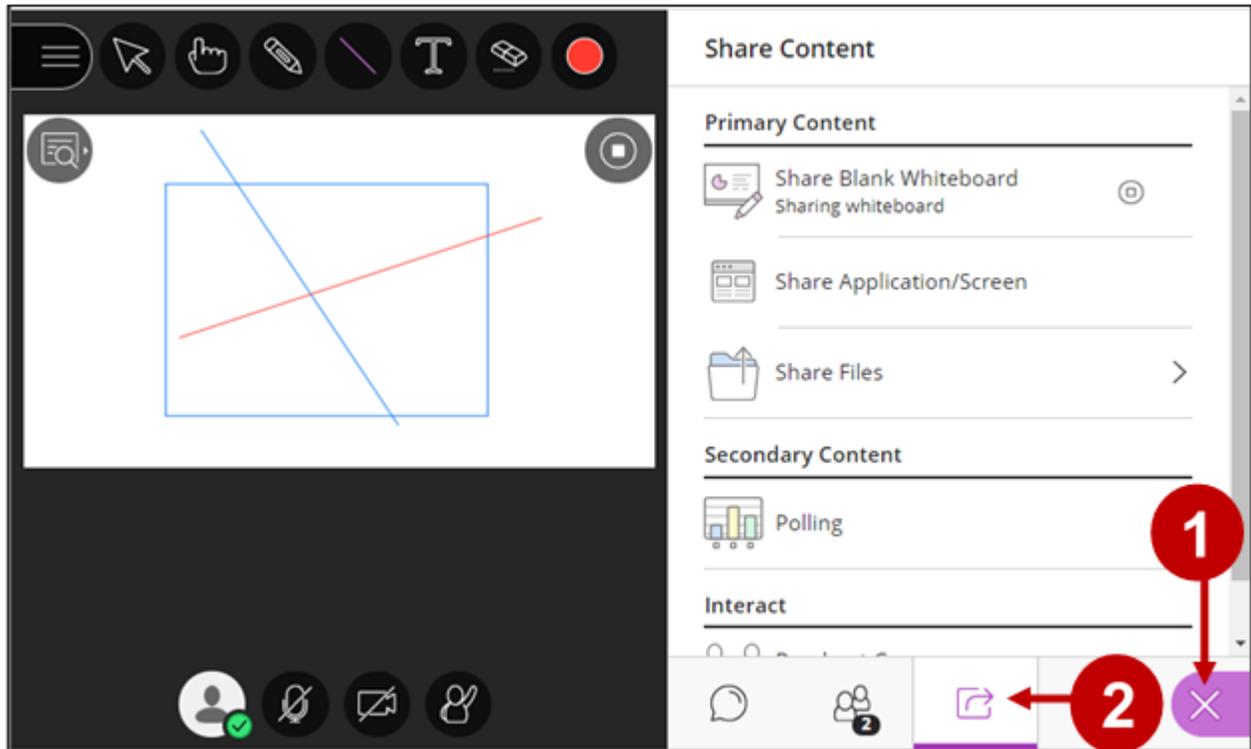

Once inside a **Break Group**, all students in the group can see the other participants in the Groups Attendee panel.

Sharing Content

Steps 1 and 2: Select the Collaborate Tab again and then the Share Content icon.

Groups can use the **Share Content** options, **Share Blank Whiteboard**, **Share Application**, and **Share Files**. The example below shows a **Whiteboard** share.

Saving Group Content

Right mouse button click to prompt the option window to appear. Select Save As to download a PNG file.