Broadcast a Message to All Breakout Sessions

1. Click the Breakout menu at the top of the WebEx Session screen.

2. Select Broadcast Message. The Broadcast Message window will open.

3. Use the To: pull-down menu to select Presenters only or All Attendees.

4. Type a message in the Message field.

5. Click Send.

   a. Your message will be displayed in a new centrally located window to selected (presenter only or all attendees) Breakout Session members.