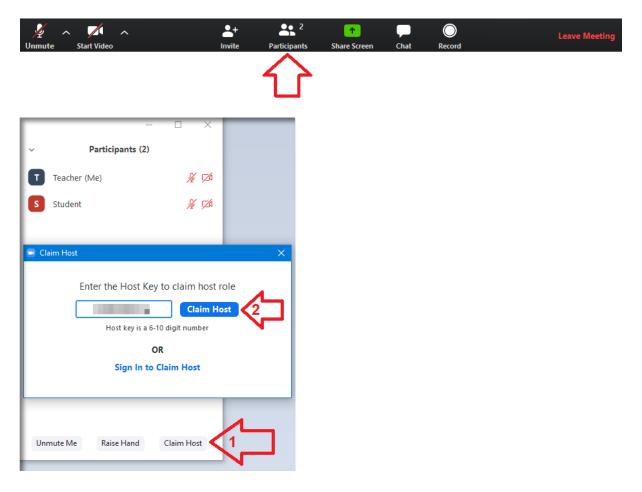
## Zoom: Claiming host permissions using a host key

## 1. Claiming host permissions

In case you have received a host key for your zoom meeting you can claim host permissions, that allow you to have better control of the session (muting participants, creating breakout rooms, ending the meeting, etc). To use your host key please click on the Participants icon and then use the Claim Host button as shown below.



2. IMPORTANT –	Ending the	meeting		
y A VI A Unmute Start Video	Arr Manage Participants	share Screen Chat	Record Breakout Rooms	

**IMPORTANT!!!** When the meeting has ended, please use the **End Meeting button to terminate the connection for all users**. You will be asked to confirm your action.

End Meeting or Leave Meeting?	X
To keep this meeting running, please assign a Host.	
I'd like to give feedback to Zoom	
I'd like to give feedback to Zoom	eting Cancel

**Ending the meeting is necessary** for the rest of the instructors to be able to implement upcoming meetings.