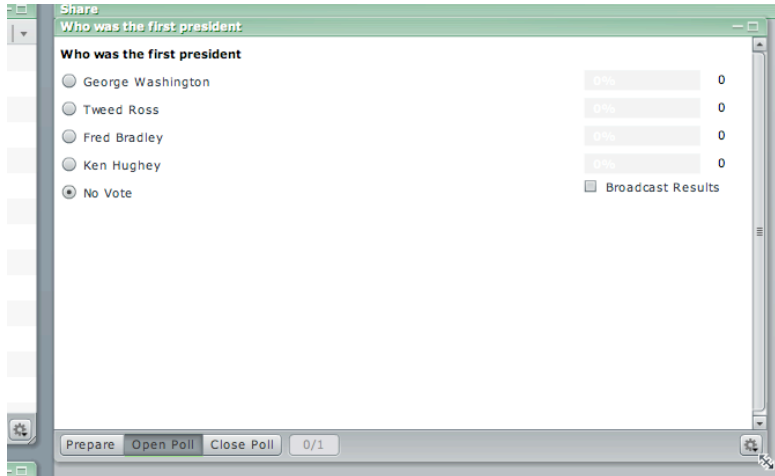
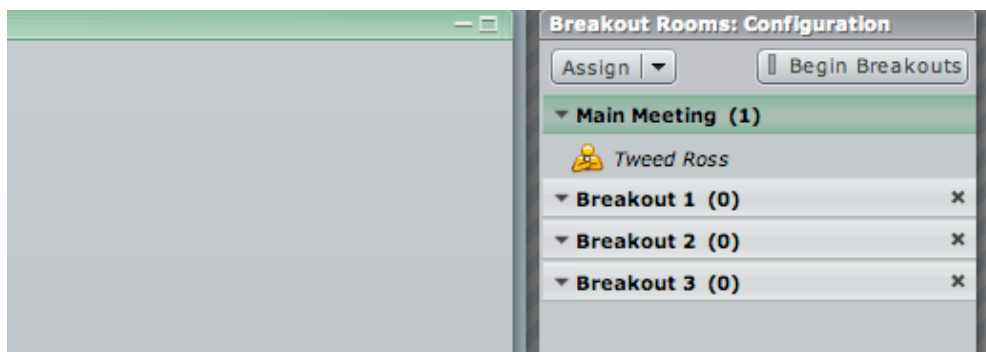


1. Polls
 - a. Open a new pod called Polls
 - b. Create the Poll
 - c. Open Poll



2. Create Working Groups
 - a. Go to meeting
 - b. Create breakouts
 - c. Assign class members to a break out session or even distribute.
 - d. Begin breakouts.



3. Auto Promote Participants to Presenters.
 - a. Meeting
 - b. Manage Access and Entry
 - c. Select auto promote participants to presenters.
4. Record meeting
 - a. Meeting
 - b. Record meeting
 - c. Then it become a URL file that I can send you the address and you can create a pod cast.