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How to Assign a Host

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Grant host privileges to other participants to help you manage your call. All hosts have the ability to:

- <u>Mute</u> and <u>remove</u> participants for better call control.
- Dial out to a phone number and bring other participants into the call while your hands are full.

To Assign a New Host

- 1. Navigate to the video window of the participant you would like to make a host.
- 2. Click More.
- 3. Select **Make host** from the menu options.



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