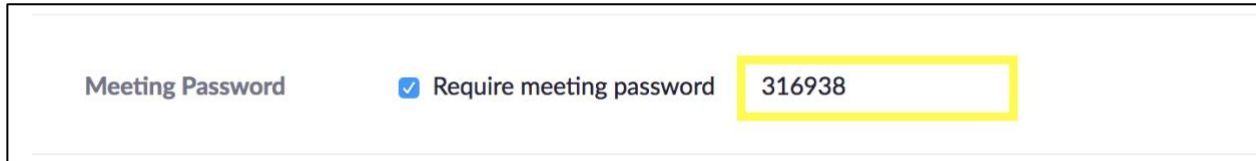


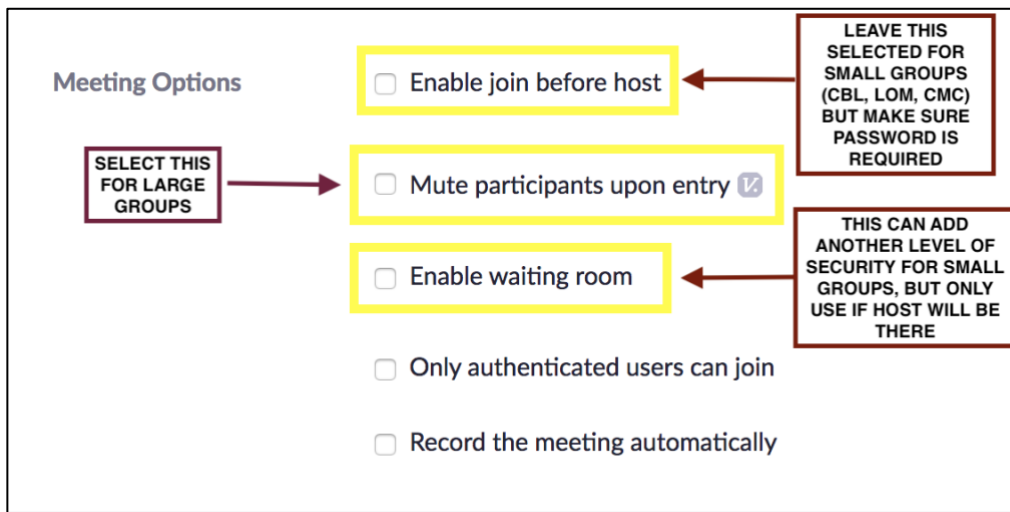
Best Practices for Zoom Security in Classrooms and Small Groups

To avoid “Zoom-bombing” or unwanted participants and disruptions in your classes, there are settings you can select on an individual meeting or account level.

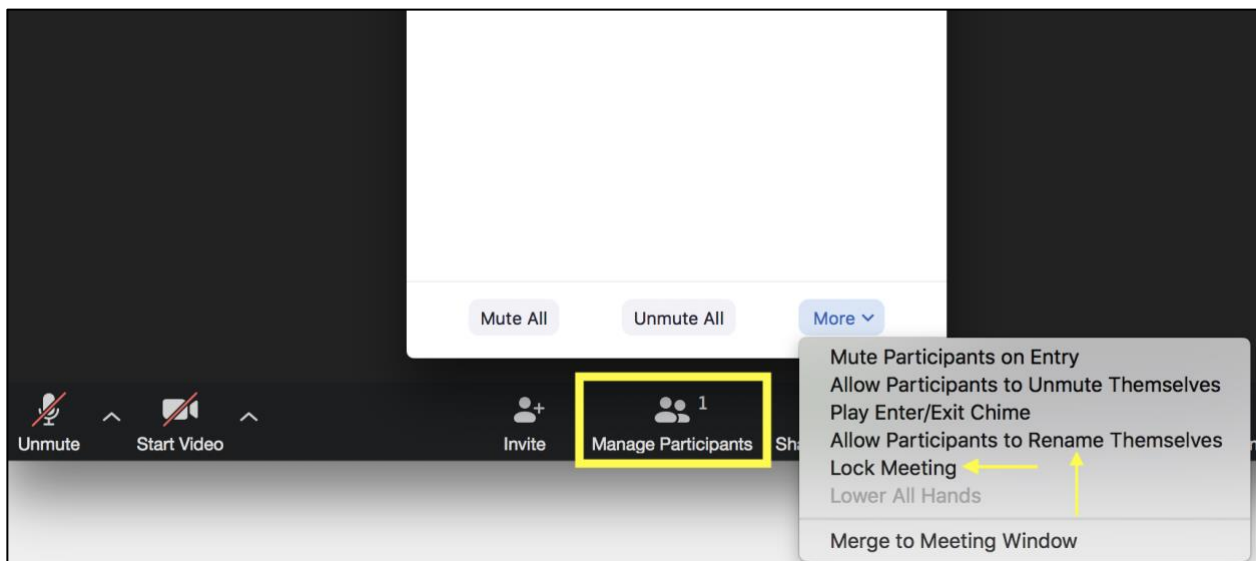
In the settings field for each meeting you can require a password:



There are also several features you can select based on the kind of class, session or meeting you're having:

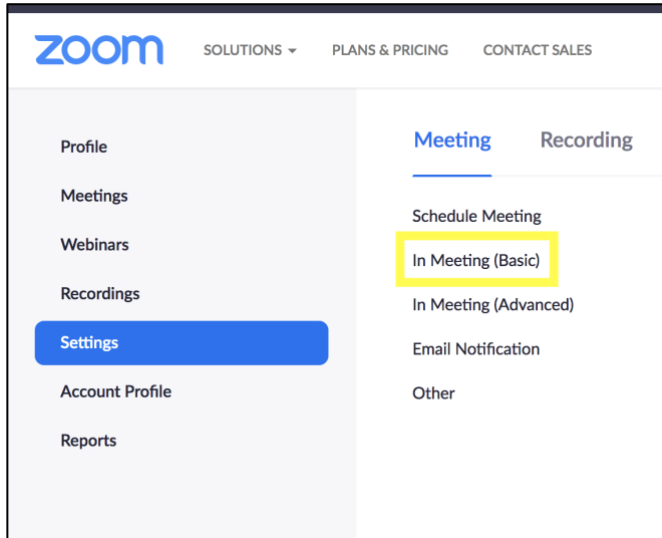


Once a meeting has begun, you can manage participants further by locking the meeting, or disabling the ability of participants to rename themselves:

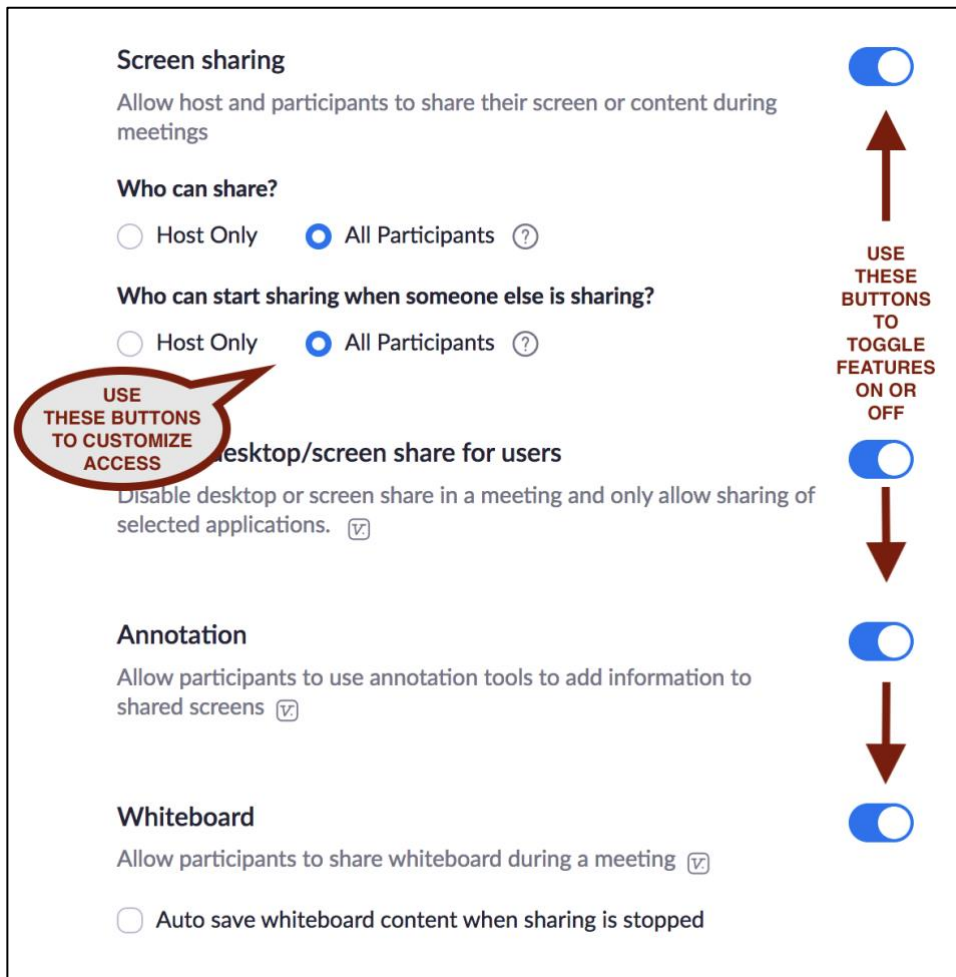


Best Practices for Zoom Security in Classrooms and Small Groups

You can also make changes at the account level by going to Settings in the navigation menu and choosing "In Meeting (Basic)":



From there, you have additional options, again, depending on the type of class, session, or meeting you're having:



Best Practices for Zoom Security in Classrooms and Small Groups

Take Home Points

There's no one-size-fits-all approach to security since our students have different needs in different sessions. But the following guidelines can help inform the decisions you make when creating a Zoom event:

CBL small group	LOM small group	CMC LC	CMC 1:1	Large Group
<ul style="list-style-type: none">▪ Require meeting password▪ Lock meeting once all attendees are present▪ Enable screensharing, white board, and annotation tools	<ul style="list-style-type: none">▪ Require meeting password▪ Lock meeting once all attendees are present	<ul style="list-style-type: none">▪ Require meeting password▪ Lock meeting once all attendees are present	<ul style="list-style-type: none">▪ Require meeting password▪ Enable waiting room if meeting with multiple students consecutively	<ul style="list-style-type: none">▪ Require meeting password▪ Disable renaming ability▪ Mute participant on entry▪ Disable whiteboard, screen sharing, and annotation features

For more information, see the Zoom privacy guide:

<https://blog.zoom.us/wordpress/2020/03/20/keep-the-party-crashers-from-crashing-your-zoom-event/>.