Zoom Meetings – Security Fixes

In light of recent events with "Zoombombing" and "Zoom trolls", Zoom has chosen to enable passwords on your meetings and turn on Waiting Rooms by default as additional security enhancements to protect your privacy.

However, to ensure these features have been enabled on your account, please login to your Zoom account to make sure Passwords and the Waiting Room are enabled. If you have a Pro Account with LSUA, you can login to your account at https://lsua.zoom.us.

Once you're logged in, select **Settings** from the left-menu options and make sure your settings match the images below.

Password Settings

Require a password when scheduling new meetings

A password will be generated when scheduling a meeting and participants require the password to join the meeting. The Personal Meeting ID (PMI) meetings are not included.

Require a password for instant meetings

A random password will be generated when starting an instant meeting

Require a password for Personal Meeting ID (PMI)

Embed password in meeting link for one-click join

Meeting password will be encrypted and included in the join meeting link to allow participants to join with just one click without having to enter the password.

Waiting Room Settings

Waiting room

Attendees cannot join a meeting until a host admits them individually from the waiting room. If Waiting room is enabled, the option for attendees to join the meeting before the host arrives is automatically disabled. ✓

Choose which participants to place in the waiting room:

○ All participants

○ Guest participants only ⑦

Customize the title, logo, and description ✏

More about Meeting Passwords Enabled "On" (Watch this Video From Zoom)
If your attendees are joining via a meeting link, there will be no change to their joining experience. The password is embedded in the meeting link. Please encourage students to join your Zoom meetings from the Moodle link in your course to minimize confusion with entering passwords. If you do not have the Zoom External Tool created in Moodle, below are instructions on how to add the tool.

- How to Add the Zoom External Tool

For attendees who join meetings by manually entering a Meeting ID in the Zoom desktop application or mobile app, they will need to enter a password to access the meeting. The following video explains how to access your meeting details such as your password and Meeting ID. https://youtu.be/fhZk1tUtto8

More about Virtual Waiting Rooms
The Waiting Room is just like it sounds: it's a virtual staging area that prevents people from joining a meeting until the host is ready.

Watch the video here to learn more about Waiting Room in Zoom.

As the host, once you've joined, you will begin to see the number of participants in your waiting room within the Manage Participants icon at the bottom of your screen. Select **Manage Participants** to view the full list of participants, then, you will have the option to admit individually or all at once.

For step-by-step instructions, please watch this **2-minute video**.

For more information on how to leverage passwords and Waiting rooms to secure your meetings, please visit Zoom's Knowledge Center, attend a daily live demo, and/or visit the Zoom Blog.