Zoom Security Tips

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For more Zoom support, visit: **https://learn-zoom.us/show-me**

1 Check for Zoom updates.

2 Schedule meeting with passcode & waiting room.

3 Assign meeting co-host.

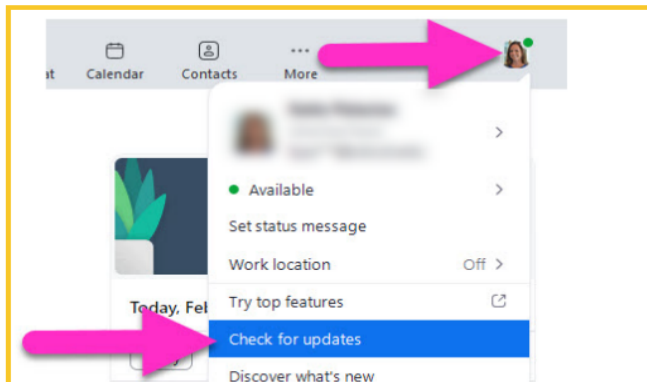**4** When hosting a meeting, locate **Host tools** icon.

5 Admit participants from waiting room.

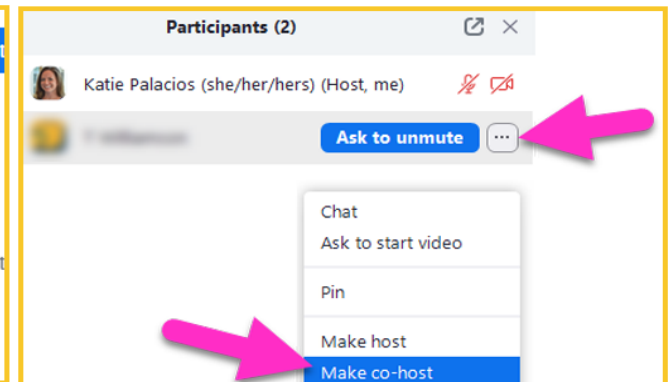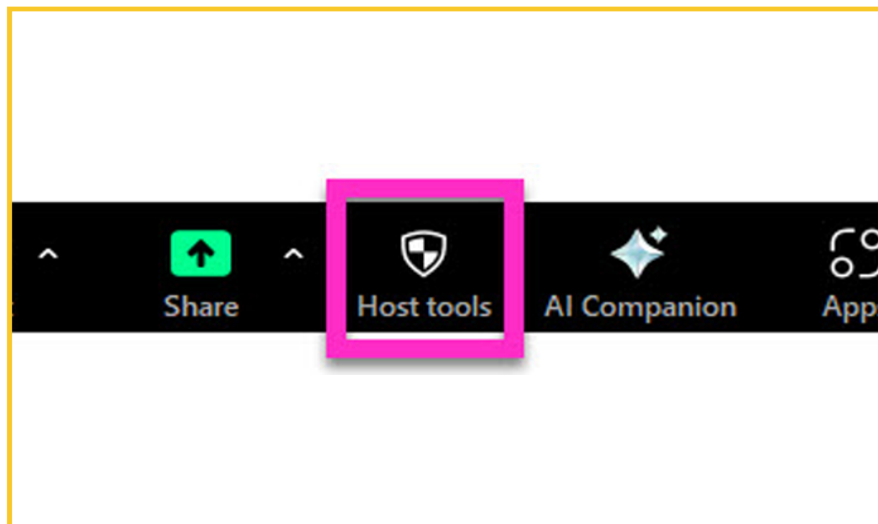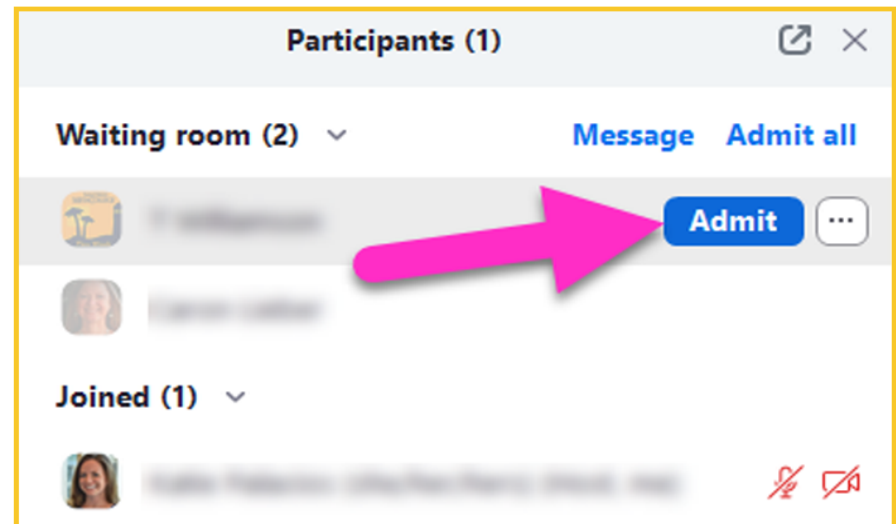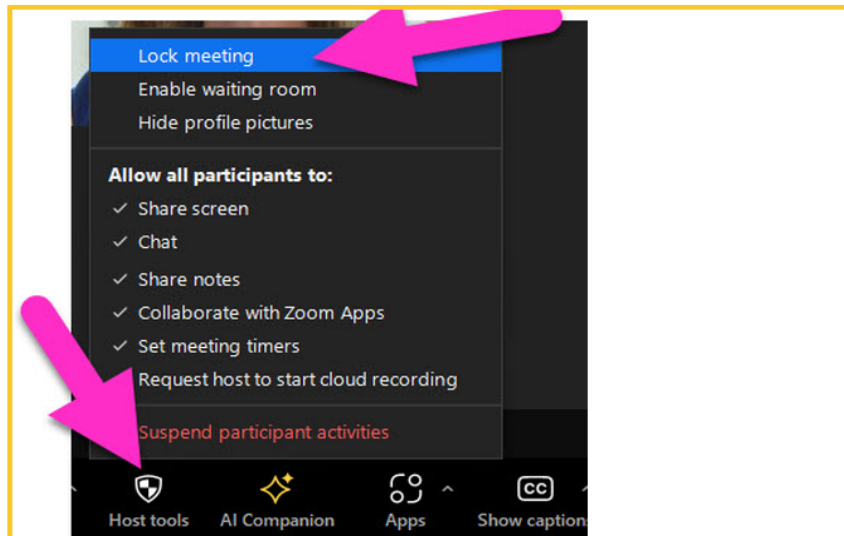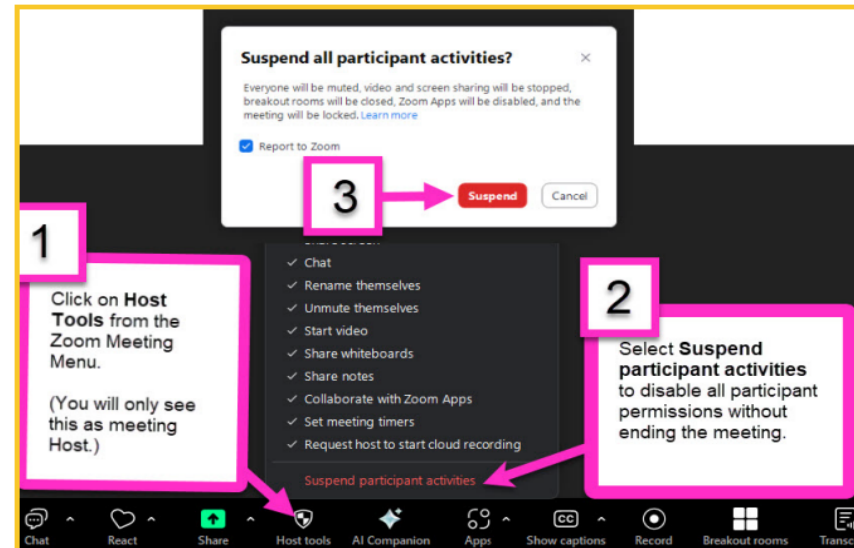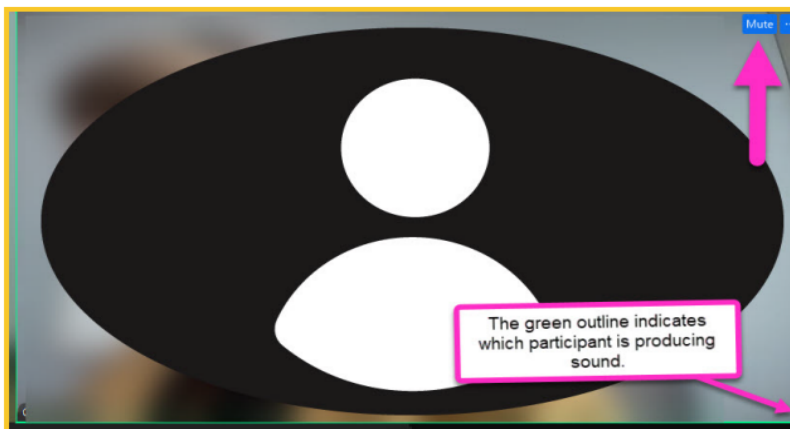# Zoom Security Tips

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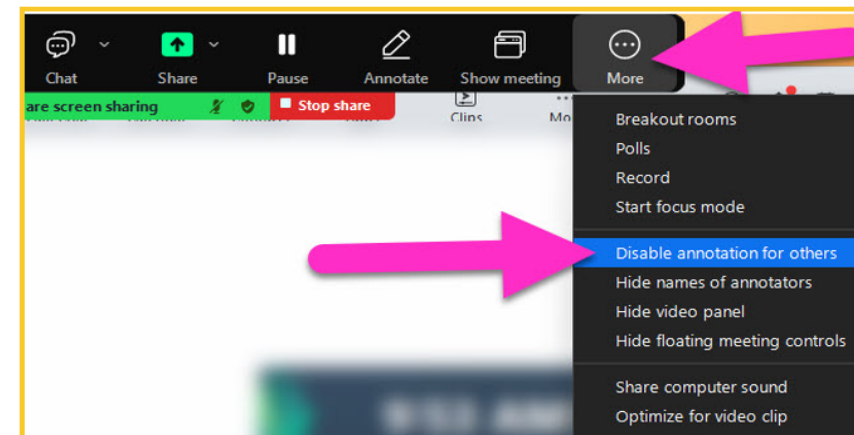

6 Once all participants have arrived, **lock meeting** will prevent others from joining.

7 **Suspend activities** turns off all permissions for participants.

8 **Mute** disruptive participants.

9 **Disable annotation** tools for participants when you are screen sharing.