

You have probably read about a new form of trolling in which a participant uses Zoom's screen sharing feature to interrupt meetings and classes. This is known as Zoom Bombing. Unfortunately, this has started to happen in the remote classroom environment here at St. Joseph's University. Zoom has provided some articles to help explain Zoom Bombing and provide tools to avoid it:

- [Best Practices for Securing your Virtual Classroom](#)
- [How to Keep the Party Crashers Out](#)

The following measures will increase the security of your Zoom sessions and reduce the chance of unwanted attendees. We recommend using as many of these options as you can without impacting your class meeting operations.

## Meeting Options

When scheduling your meeting, the following meeting options are strongly suggested to aid in security for your meetings.

- **Require meeting password:** This is an added layer of security. Select this box and enter a password into the provided text box. The password is added to the meeting invitation.
- **Enable Waiting Room:** For security reasons, **this setting has been enabled by default** and should be left on. This security enhancement is one of the best ways to protect your Zoom virtual classroom by giving you control over who can join your class and when. Watch this brief video to learn how to enable [Waiting Rooms and Manage Participants](#).
- **Remove Participants from a Meeting:** If you have already begun a session and find an unwanted attendee has joined, you can [dismiss a participant from the meeting](#). They won't be able to rejoin unless you [allow participants and panelists to rejoin](#).
  - Quick Steps to Remove a participant:
    - If the Participants panel is not visible, select Manage Participants located on the bottom of the Zoom window.
    - Next to the person you want to remove, select More.
    - From the list that appears, click Remove.

## Screen Sharing Default Setting

"Host Only" screen sharing is now the default screen sharing setting to increase security and privacy for meetings. This setting gives hosts sole permission to share content within their meetings by default. Hosts still have the ability to allow participants to share their screen during a meeting and edit their default settings to allow participants to share in all meetings. See [Changing Sharing Settings in a Meeting](#).

## Meeting Security When Scheduling Zoom Meetings Using Google Calendar

If you add a Zoom meeting to your calendar, note that the calendar entry may include the Zoom meeting link and password. If you have set up your calendar so that it is open for colleagues to view the details of your meetings, this can expose the password to anyone who views your calendar. You can protect the password by making the calendar entry private or editing the entry to remove the Zoom meeting password.