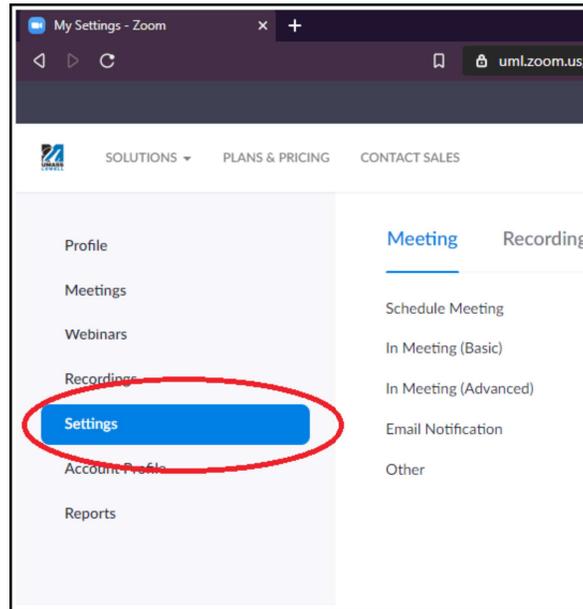


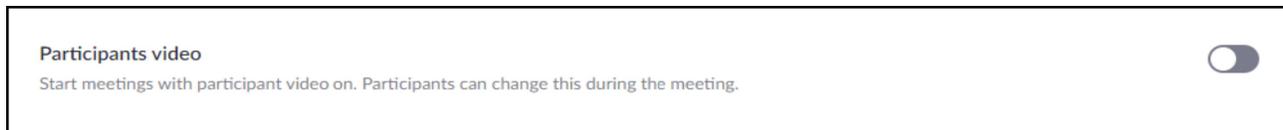
Preventing Students from “Zoombombing” Your Class

Account Settings

First, log into your Zoom account at <https://uml.zoom.us> and navigate to your Settings page on the left-hand menu. There are several settings in this list that we can change to limit a student's ability to disrupt your virtual class.



1. “Participants Video” - Disabling this option will automatically turn off a student's webcam when they enter the Zoom meeting. However, they will still be able to turn it back on during the meeting. This option is also configurable when scheduling or editing a meeting.



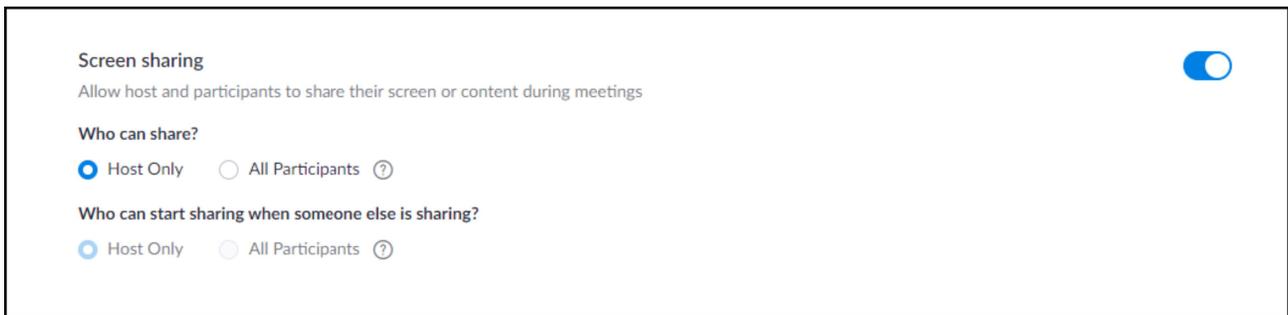
2. “Mute Participants upon Entry” - Similar to the previous setting, enabling this option will automatically turn off a student's microphone when they enter the Zoom meeting, but they will still be able to turn it back on during the meeting. However, when you are in a meeting there is an option to disable every participant's ability to unmute themselves. You can find this by clicking the “More” button in the “Manage Participants” menu. This option is also configurable when scheduling or editing a meeting.



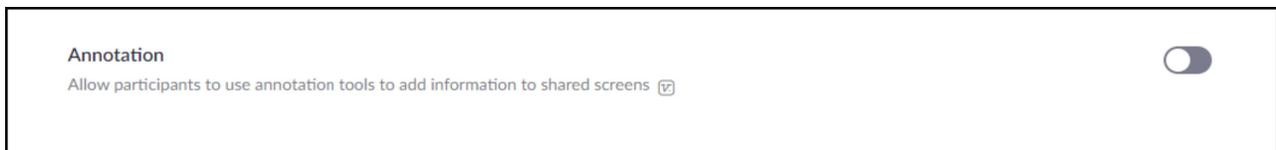
3. “File Transfer” - Disable this option if you do not intend to have students sharing files with you or one another during class. If enabled, any participant will be able to upload a file from their computer into the chat.



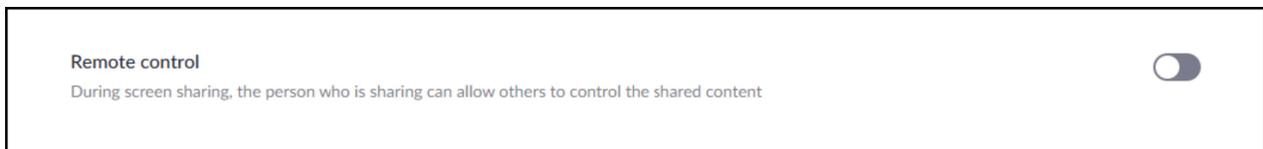
4. “Screen Sharing” - Here you can disable every participant's ability to share their screen or other content by choosing the “Host Only” option under “Who can Share?”. You will still be able to grant an individual the ability to share content during a meeting if you wish. You can find the option to do so by clicking on “More” next to their name in the “Manage Participants” menu.



5. “Annotation” - You will want to disable this option or else every participant will be able to annotate over any content you show using the Sharing tool.



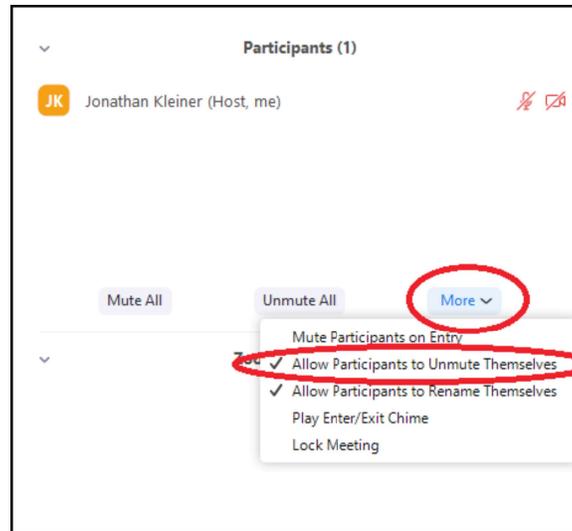
6. “Remote Control” - While you are sharing your screen, other participants can request remote control access to control your screen. You would still need to accept the request before they have any control, but you can turn this off to disable the option altogether.



Settings While in a Meeting

Once in a meeting, there are a few more options available to you.

1. “Allow Participants to Unmute Themselves” - As mentioned before, you can disable every participant's ability to unmute themselves once in a meeting. To do this, uncheck the setting under “More” in the “Manage Participants” menu.



2. Chat Settings - To access the chat settings for a meeting, open the chat menu and click on the button with 3 dots. Here you can change it so participants can chat with nobody, just yourself, everybody in the public chat, or everybody in the public chat and in private chats.

