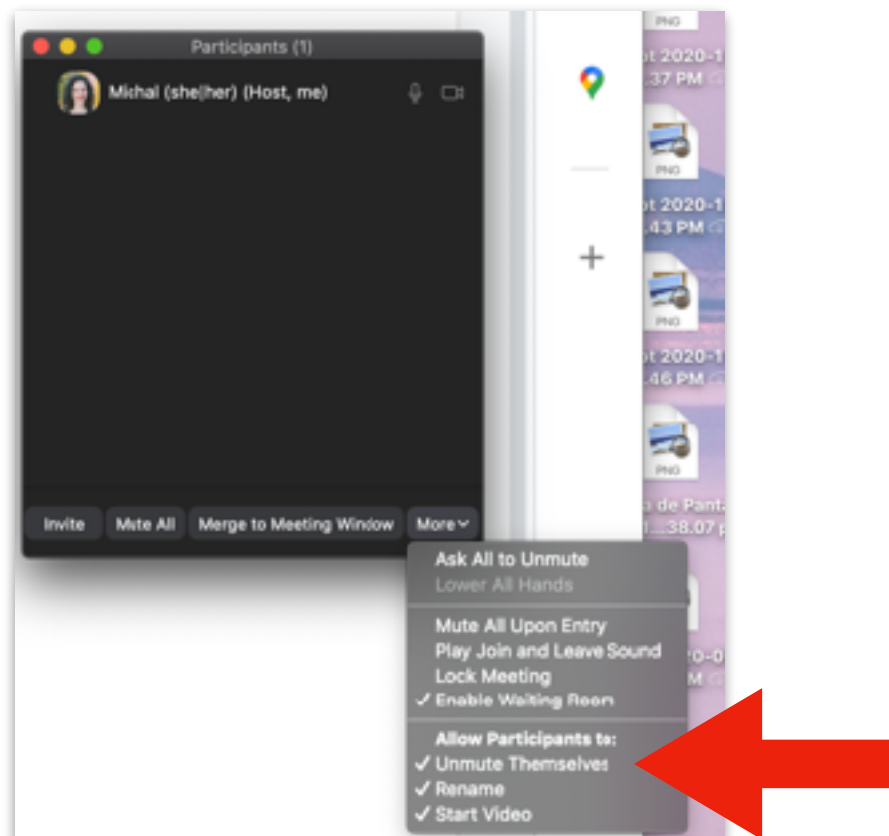
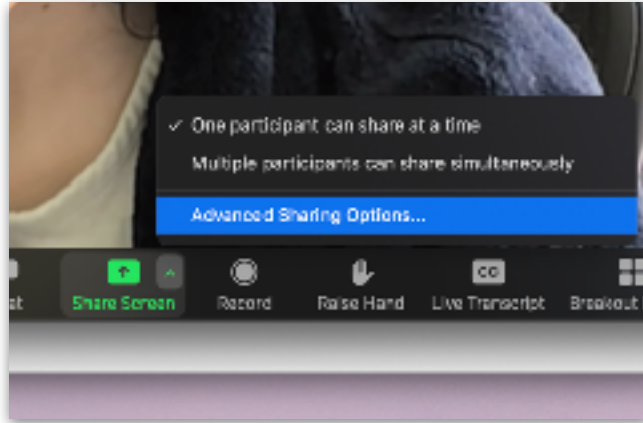


## Zoom Bombing Training

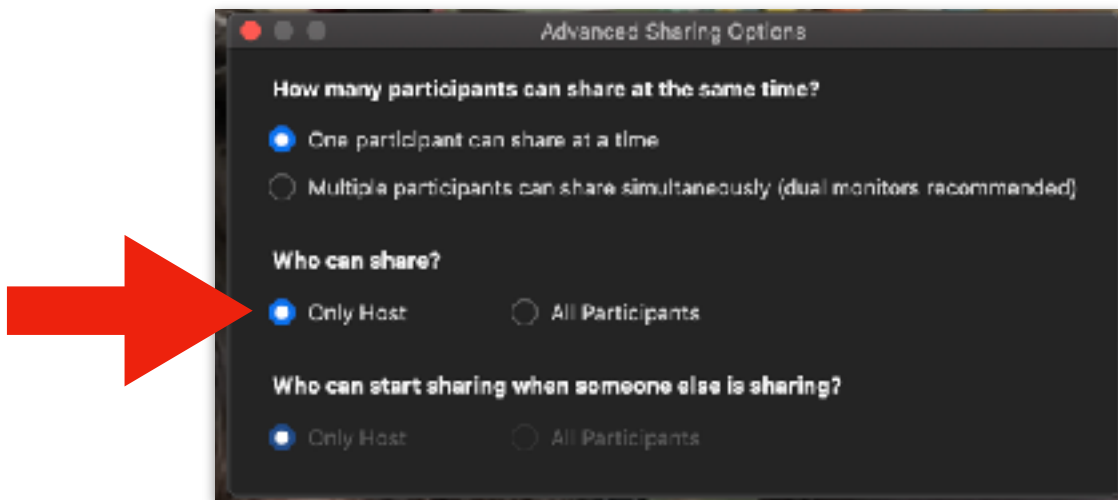
- 1. Do not allow participants to unmute themselves.** Instead, dedicate a service position to unmuting participants. You can toggle this option at the bottom of the participants window. Click more and then under “Allow participants to:” uncheck “Unmute themselves.” This can be changed at any time during the meeting, which means that you can allow fellows to unmute themselves during meeting announcements and welcoming the newcomer. However, the less that participants can unmute themselves the less likely you are to get bombed. **\*THIS IS MORE EFFECTIVE THAN WAITING ROOMS\***



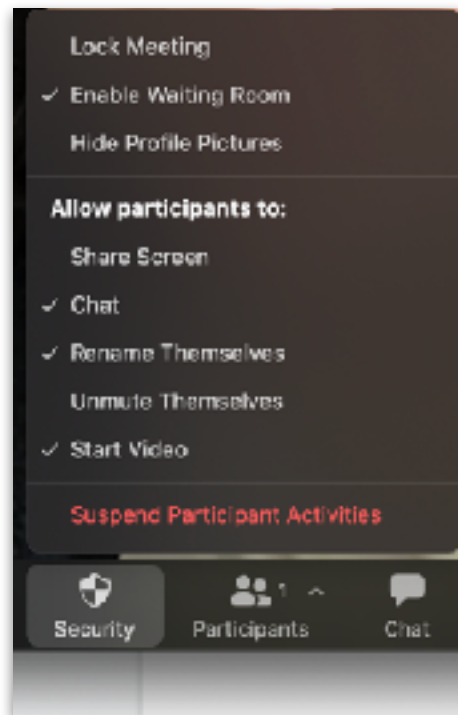
- 2. Do not allow participants to screen share.** Only hosts and co-hosts should be able to screen share. To change this setting in the middle of the meeting click “Share Screen” and select “Advanced Sharing Options...”



Make sure that under “Who can share?” “Only Host” is selected



3. **In the event of a Zoom Bombing**, click the button on the bottom of the Zoom window that says “Security” and immediately click “**Suspend Participant Activities.**” This will lock down the meeting, turn off all cameras and microphones and disable participants ability to turn their cameras or microphones back on. Kick out the offenders, fill out the form that reports them to Zoom, and resume the meeting.



4. Finally, be careful with how you use waiting rooms. Remember “the only requirement is a desire to stop eating addictively.” Please do not ask people to give their full names or phone numbers to enter the meeting. Newcomers should not have to prove themselves to enter.
5. For more information: <https://blog.zoom.us/keep-uninvited-guests-out-of-your-zoom-meeting/>