


Creating a Classroom Atmosphere in Zoom

Zoom has many benefits and allows classes to continue even when we cannot physically meet together. However, there are also many ways that Zoom can be distracting to students. Here are some ways to make Zoom more like a physical classroom:

Require Sign In to Attend Meetings


With the mass increase of the use of Zoom, there has also been an increase in the use of "Zoom-bombing" where unknown and unwelcome individuals type in random meeting ID's until they find one, disrupt the class, and then leave (or get kicked out). Requiring members to sign in means that these unwelcome individuals will be deterred from attempting to join. You can add extra security by only allowing members within your organization to join. Here's how to add this:

1. Under Settings, go to "Schedule Meeting" Section.
2. Find "Only Authenticated users can join" and slide the circle to show blue. 
3. Go to "Schedule a Meeting".
4. Create a fake meeting and make sure that "only authenticated users can join" is checked.
5. Save meeting. Now, any meeting you have will require sign in. Only authenticated users can join: Sign In

After scheduling this meeting, the settings you change here will apply to all scheduled meetings with the Personal Meeting ID. [Revert Settings](#)

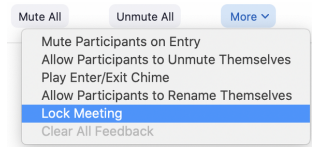
Disable Private Chat

Zoom gives attendees the ability to private chat with anyone in the classroom. As the host, you have the ability to turn off private chat and only allow a class-wide chat, which can be used for questions.

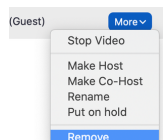
1. Under Settings, go to "In Meeting (Basic)".
2. Find "Private Chat" slide the circle to show gray. 
3. Save Settings. Now all meetings will disable 1:1 chat.

Settings Available in the Meeting

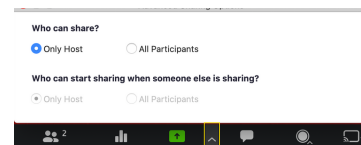
- **Lock the Meeting:** Select "Manage Participants", at the bottom of the pop up box, Select "More", and Check "Lock Meeting".



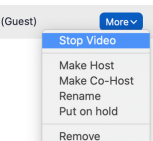
- **Expel A Participant:** Select "Manage Participants", Hover over the participant, Select "More", and then select "Remove".



- **Prevent Participants from Screen Sharing:** Click the arrow next to "Share Screen". Under "Who can share?" choose "Only Host" and close the window.



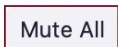
- **Disabling Video:** Select "Manage Participants", Hover over the participant, Select "More", then select "Stop Video". When the video is stopped, you can "Ask to Start Video".



- **Mute participants:** "Select Manage Participants", hover over the participant, and select "Mute"



- **Mute All:** Select "Manage Participants", at the bottom on the pop up box, Select "Mute All".



- You can also begin a meeting with all participants muted by going to Meeting (Basics), finding "Mute Participants upon Entry" and sliding the circle to show blue. 