Rivers Remote

MANDATORY Protocols for Zoom Meeting Security

Secure Login and Updated Zoom Application

- We will use multi-factor authentication (MFA). We want to take extra precautions to ensure your account information is not accessed by others.
- Keep the Zoom client's update current on both your iPad and laptop

Meeting Settings that must be turned on for each meeting

- The Meeting ID should not be your personal meeting ID
- Meeting password
- Enable waiting room
- Only authenticated users can join

The meeting is all set when it looks like the following:

ZOOM SOLUTIONS - PL	ANS & PRICING CONTACT SALES	SCHEDULE AT	MEETING JOIN A MEETIN	NG HOST A MEETING -
PERSONAL	My Meetings > Manage "A Stats - Monday"			Start this Meeting
Meetings	Topic	A Stats - Monday		
Webinars Recordings Settings	Time	Recurring meeting Add to 👔 Google Calendar) 🧔 Outlook Calendar (Jcs) 👔 Yahoo Calendar		
ADMIN	Meeting ID	747-286-483 If you have a meeting already scheduled,		
Dashboard	Meeting Password	✓ Require meeting password Copy the password that appears here to your google calendar event.		
> Room Management	Invite Attendees	Join URL: https://rivers.zoom.us/j/747286483?pwd=dktDZ59CVUBySXQ1d1Yws3RhaFc4Zz09		Copy the invitation
Account Management Advanced	Video	Host Off Participant Off		
Attend Live Training	Audio	Telephone and Computer Audio Dial from United States of America		
Video Tutorials Knowledge Base	Meeting Options	× Enable join before host × Mute participants upon entry (3)		
		 Enable waiting room Only authenticated users can join: Sign in to Zoom Record the meeting automatically 		
tos://zoom.us/join	Delete this Meeting	Save as a Meeting Template	Edit this Meeting	Start this Meeting

In-Meeting Commands

- Lock meeting after it has started. Teachers are also required to know how to unlock a meeting to let a student back into the meeting.
- Share screen must be for host only as a preset but can be turned on/off as needed during class