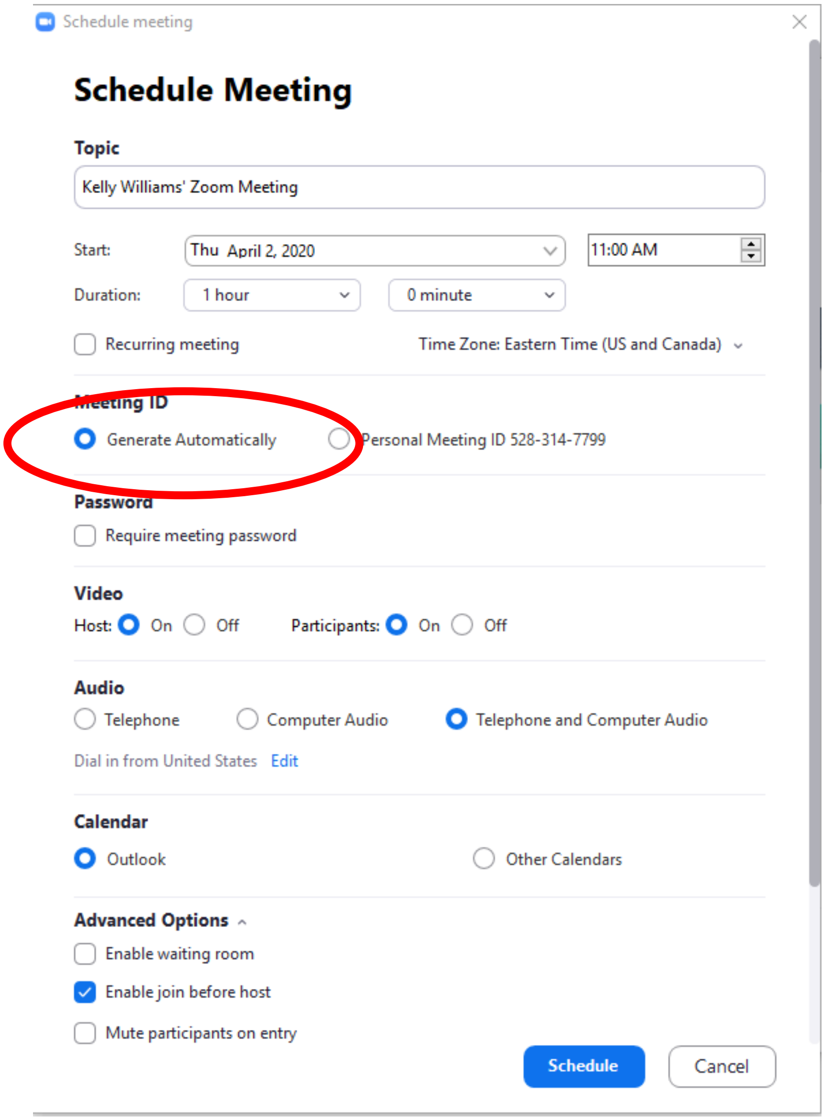
5 Ways to Protect Zoom Meetings From Hackers

Other organizations have reportedly had incidents of Zoom meetings (larger group meetings, not one on one meetings) being hacked. While we believe the way Oaklawn is choosing to utilize Zoom is protected from hacking attempts, we wanted to put out some safety measures you can use, just in case.

Firstly, it is important to note, **Zoom Meetings are Encrypted** so once the meeting has begun, the meeting content is protected. The email we send with the meeting link is not encrypted (unless it is only sent to internal Oaklawn emails) which is where a hacker might gain access to your meeting. If you have a Zoom meeting hacked, notify your supervisor and the Telemed Tech Team right away. The below tips can help prevent others from hacking your meeting as well as manage disruptions from participants.

1. Keep Your Personal Meeting ID Private

Don't share your personal meeting ID (PMI) online. If you do, it's relatively easy for anyone to find it and join any meeting you're hosting. Instead, use a unique meeting ID for each separate meeting. When you schedule a meeting, you can have Zoom do this by default. Just make sure "Use Personal Meeting ID when scheduling a meeting" is toggled off.



Schedule Meeting

Topic

Kelly Williams' Zoom Meeting

Start: Thu April 2, 2020 11:00 AM

Duration: 1 hour 0 minute

□ Recurring meeting Time Zone: Eastern Time (US and Canada)

Meeting ID

● Generate Automatically ○ Personal Meeting ID 528-314-7799

Password

□ Require meeting password

Video

Host: ● On ○ Off Participants: ● On ○ Off

Audio

○ Telephone ○ Computer Audio ● Telephone and Computer Audio

Dial in from United States Edit

Calendar

● Outlook ○ Other Calendars

Advanced Options

□ Enable waiting room

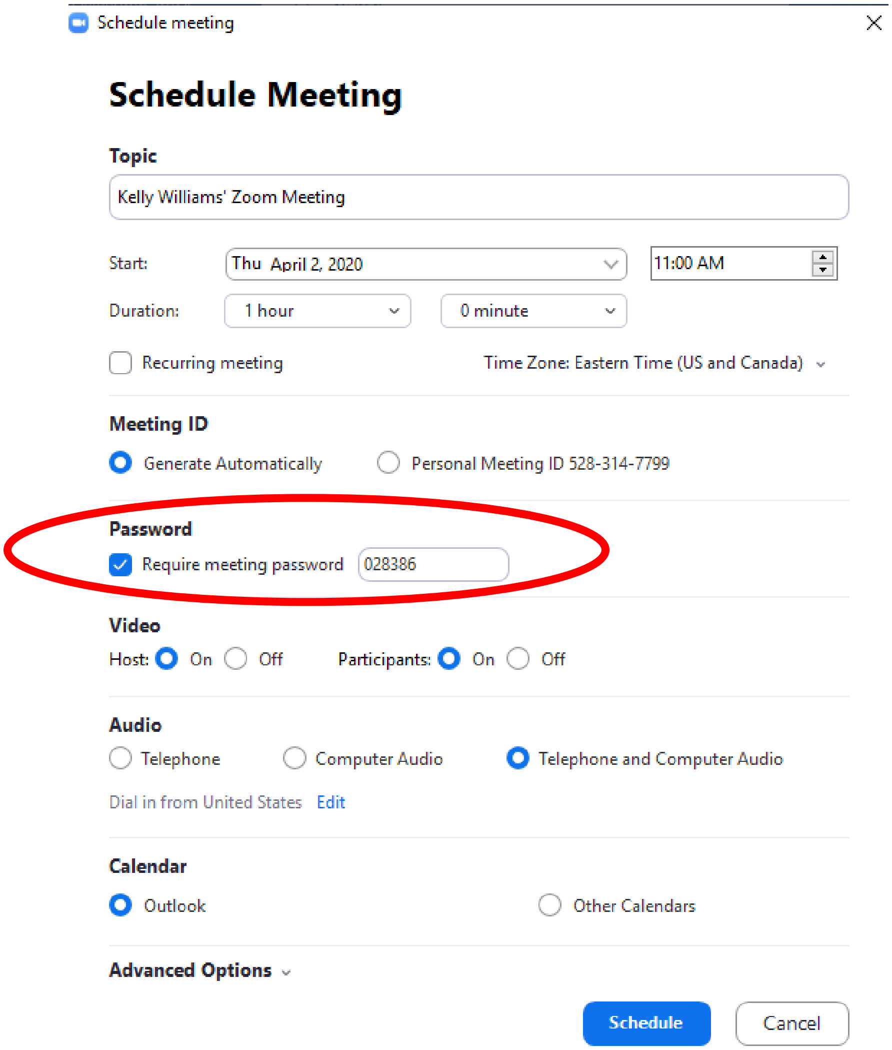
☑ Enable join before host

□ Mute participants on entry

By the way, this won't only keep away bad hackers away, it also helps make sure that you don't accidentally end up with the attendees from your next meeting dropping in early.

2. Use a Password

If you do use your PMI (personal meeting ID) or even generate it automatically, you can enable the feature in Zoom that protects those meetings with a password, and only share it with the people you want in your meeting. Just be careful not to share it online, and if you do share it via email, be sure your email message is encrypted, otherwise it defeats the entire point.



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Meeting ID

● Generate Automatically ○ Personal Meeting ID 528-314-7799

Password

☑ Require meeting password 028386

Video

Host: ● On ○ Off Participants: ● On ○ Off

Audio

○ Telephone ○ Computer Audio ● Telephone and Computer Audio

Dial in from United States Edit

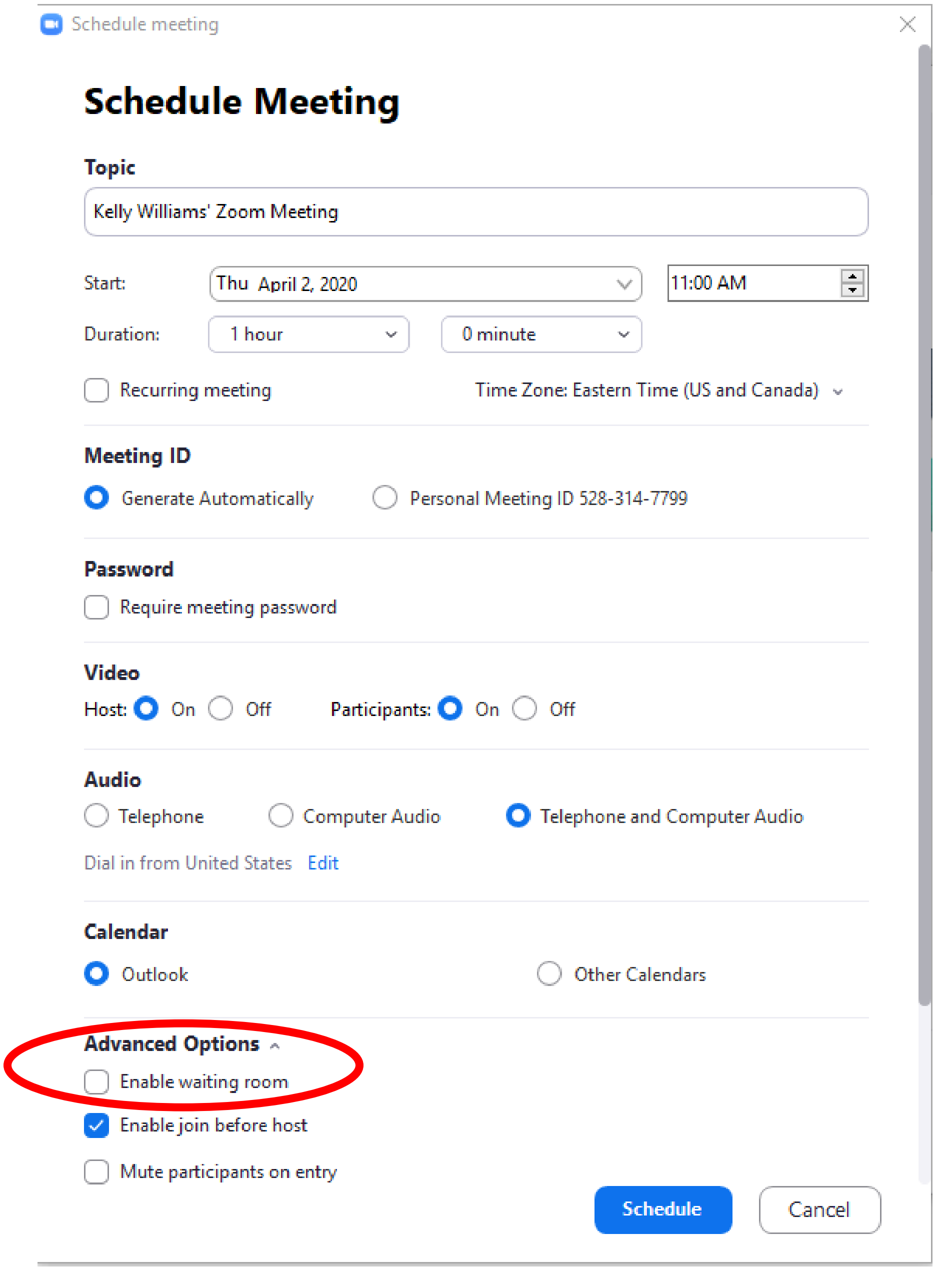
Calendar

● Outlook ○ Other Calendars

Advanced Options

3. Use The Waiting Room

Another option is to enable to waiting room feature, which places every guest into a virtual 'waiting room.' When you start a meeting, you'll then have to manually admit your guests. This gives you control over who can attend and makes it easier to keep unwanted guests out.



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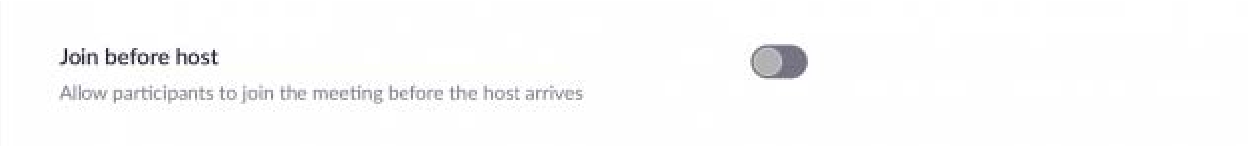
The downside is that if you're meeting with a larger number of participants, it can be cumbersome to have to manually admit everyone. In addition, if someone joins the meeting late, you'll need to be paying attention and let them in. Still, if it's important to you that only your invited guests attend your meeting or webinar, this is probably the most reliable way to control who gets in.

4. Require the Host to Be Present (this is a global setting)

Zoom does provide the option for your meeting to start when the first person joins, even if it's not the host. This can be convenient if you're hosting a meeting but running a few minutes behind. Everyone else can get started in the meantime.

If you want to protect your meetings, however, it's best to turn this off. That way, you'll know that no one can start your meetings without you--including a hacker or "Zoombomber" (yes, that's a real term). To do this, make sure the "Join before host" setting is off (it's off by default). This setting is handled by an Administrator and applies to the entire organization.

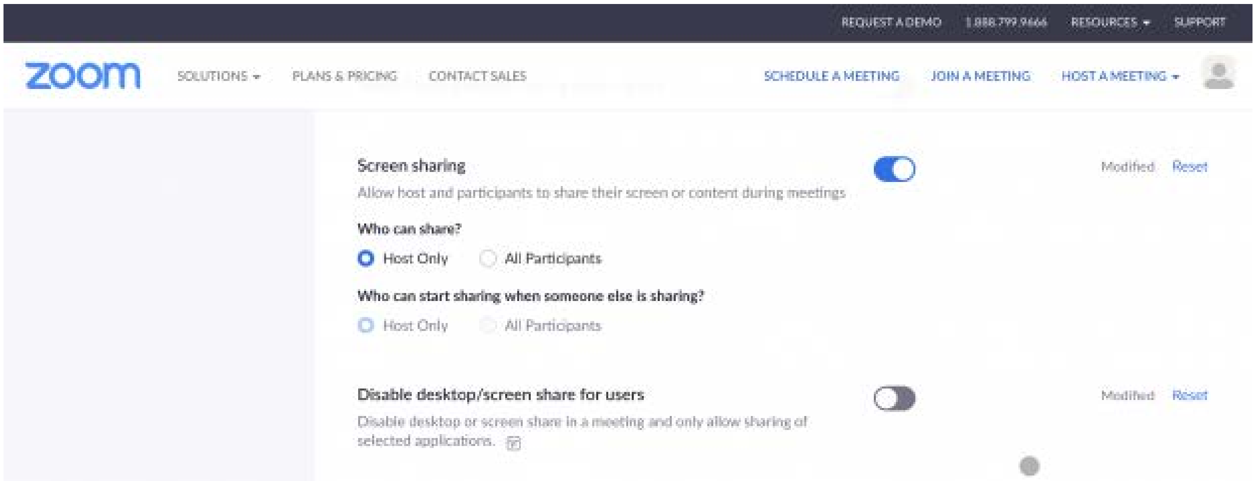


Join before host

Allow participants to join the meeting before the host arrives

5. Disable Guest Screen Sharing (this is a global setting)

By restricting screen sharing to the host, you can prevent anyone else from being able to display what is on their desktop. It won't stop anyone from joining your meeting, but it will at least keep them from taking over the meeting and sharing inappropriate material. This setting is handled by an Administrator and applies to the entire organization.



Screen sharing

Allow host and participants to share their screen or content during meetings

Who can share?

● Host Only ○ All Participants

Who can start sharing when someone else is sharing?

○ Host Only ○ All Participants

Disable desktop/screen share for users

Disable desktop or screen share in a meeting and only allow sharing of selected applications.