CREIGHTON UNIVERSITY
Teaching and Learning Center
Supporting Excellence in Learning and Innovative Pedagogy

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Zoom Security: Preventing "Zoom Bombing" and What to Do if it Occurs

Pre-Meeting Security Settings

The following settings can be turned on when scheduling a meeting and can also be set to default:

- **Passcode**: Unless a passcode is enabled, anyone can enter a Zoom meeting simply by clicking on the link. Participants will need to enter the passcode to join the meeting. This offers the lowest level of additional security.
- **Waiting Room**: Zoom will notify you as participants join the meeting and provide a list of participants waiting for you to admit them to the meeting. This setting is not recommended for large classes.
- **Authenticated Users**: Participants will have to log in to https://creighton.zoom.us with their netID@creighton.edu and password before they can join the meeting. This setting ensures that only Creighton Zoom users can join the meeting.
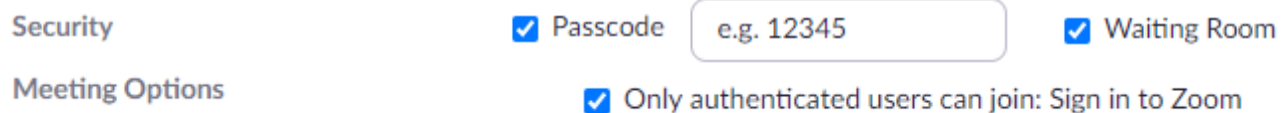
In-Meeting Security Settings

The following settings can be turned on by clicking the Security button on toolbar:

- **Lock the Meeting**: After your expected participants have arrived, check "Lock Meeting" to prevent unexpected participants from joining or rejoining the meeting if they were already removed.
- **Share Screen**: Screen sharing is turned off by default to prevent participants from sharing disruptive content. When you are ready for a participant to share their screen, check "Share Screen."
- **Remove Participants**: After clicking on "Remove Participant," hover over the participant name on the Participant's menu that pops up and click "Remove."
- **Report to Zoom**: If your meeting is disrupted, report the user to Zoom as soon as possible to help Zoom prevent future disruptions from unexpected participants by clicking on "Report."
- **Notify MyIT**: Call the MyIT service desk at 402.280.1111.
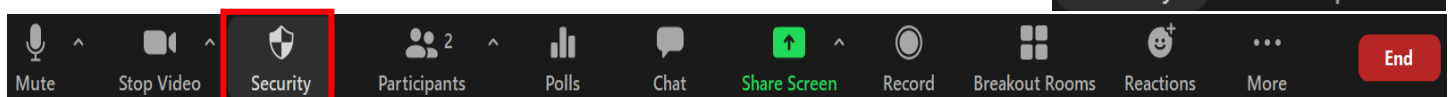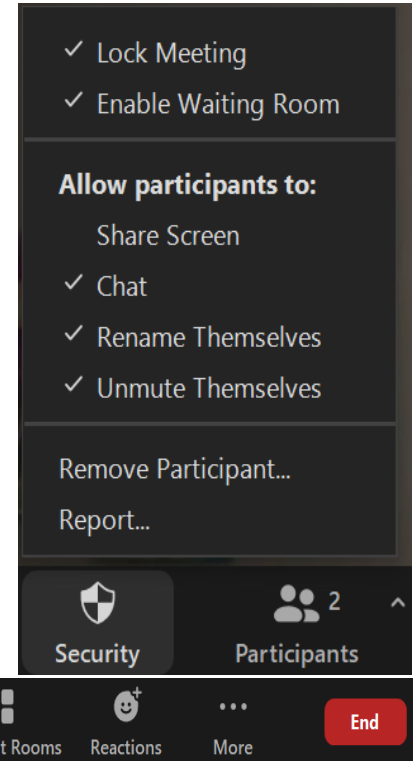
For more information about Zoom, please visit the Zoom Faculty Guides.