

## Zoom waiting room and passcode sign-on <sup>[1]</sup>

August 13, 2020 by [UIS Communications](#) <sup>[2]</sup>

Starting Sept. 27, Zoom will require that all meetings have a passcode or a Waiting Room enabled for all paid accounts. You're in control of your meeting security selections, and we have designed the options with security and ease of use in mind.

- **Enabling a Waiting Room:** The Waiting Room feature allows the host to control when a participant joins the meeting by placing participants in a Waiting Room prior to joining the session. It is recommended that you review your Waiting Room selections and options for 'join before host' and which participants to place in the Waiting Room. Learn more about Waiting Rooms [here](#) <sup>[3]</sup>.
- **Want to add a passcode?** It's easy! Follow [this Zoom guide](#) <sup>[4]</sup> for step-by-step instructions.
- **What if I don't have a Waiting Room or Passcode enabled by September 27?** If neither is enabled, Zoom will enable a Waiting Room for your meetings.

If you already have those two options enabled, no further selection needs to be made and the setting will not change unless done manually by you or your administrator. These preferences can be changed at any time.

Having your Waiting Room and Passcode enabled will not have an effect on how you schedule meetings, calendar invites or the meeting attendees.

Learn more about this change [here](#) <sup>[5]</sup>.

[Zoom](#) <sup>[6]</sup>

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<sup>[1]</sup> <https://www.cu.edu/blog/tech-tips/zoom-waiting-room-and-passcode-sign> <sup>[2]</sup>

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<sup>[3]</sup>

<http://click.communications.cu.edu/?qs=5979633f697574a6fb6fd9c4fb4275a91a656ccc918bd167ae3470f8be9b32a7>

<sup>[4]</sup>

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<sup>[5]</sup>

<http://click.communications.cu.edu/?qs=5979633f697574a6ff07fa1ad47f772a54826b163bfab5415c92b5164ebf4a69>

<sup>[6]</sup> <https://www.cu.edu/blog/tech-tips/tag/zoom>