

## **How to Keep Your Online Meetings Secure**

Online video conferencing makes working and socializing more convenient and more flexible than ever. And every year, tens of thousands of people convert to telecommuting and working from home. The COVID-19 global pandemic only accelerated and expanded the trend.

There are many choices and ways to connect individuals and groups through online video conferencing from older platforms like Skype to the now widely used Zoom.

And with high-speed, reliable fiber-fast internet from GoSEMO Fiber, you can enjoy clear, consistent video and audio conferencing online with your family, friends, and co-workers, and even feel as if you are in the very same room together!

Yet, security risks exist for online video conferencing users. These risks can range from the unauthorized recording of video and audio conferences by outsiders to “Zoom Bombing,” where uninvited strangers can parachute into a seemingly private video conference and hijack it. Indeed, some incidents were so disturbing that the FBI felt the need to speak out and issued a public warning about the potential threats.

Fortunately, you can take steps to secure your online video conferences better. Read below to learn several ways to utilize this amazing technology safely and confidently.

### **1. Meeting Passwords and Unique Meeting IDs**

Establishing a personal, unique Meeting ID code before each online video conference and a separate, carefully-shared password or PIN number is one of the simplest—and best—measures you can take to secure your meeting. Don’t overlook this most basic of protections!

### **2. Utilize the “Waiting Room”**

Many online video conference apps offer a feature that allows the conference host to admit people to the “meeting room” from a “waiting room.” The waiting room enables the host to see who is trying to enter before they can join the conference, adding an extra level of security.

### **3. Set Notifications**

Allow “notifications” every time someone enters—or attempts to enter—the online video conference meeting room. This setting allows the conference room participants to see if any uninvited “guests” enter and try to create any mischief.

#### **4. Lock the Room**

After you've set your unique meeting ID and password and safely admitted only invited participants into the conference, be sure to "lock the room." This feature prevents anyone else from entering after you've locked the conference—and encourages your guests to arrive on time for the meeting!

#### **5. Software Updates and Security Patches**

The best online video conference software developers regularly test their programs and apps for security compromises and flaws. Occasionally, they will update their software and create security patches. These updates and security fixes are only protective if you and your fellow online video conference participants install them! So be sure to look out for these updates and patches, or even allow automatic updates!

Online video conferencing is a fantastic technology that brings people closer together—and can make working groups more collaborative and productive. Taking the five steps described above will help keep your online video conferences safe and secure.

And for more tips on how to safely navigate the web using the high-speed, fiber-fast internet of GoSEMO Fiber, be sure to follow our social pages!

