Setting Passwords

From the Web Portal:
Log into www.zoom.us. Click ‘Schedule a Meeting’ or ‘Schedule a Webinar’. Fill in the appropriate fields and ensure that the ‘Require Meeting Password’ box is checked. You can use the automatically generated password or enter a password of your choice.

From the Desktop Application:
Open the desktop application. Click ‘Schedule’. Fill in the appropriate fields and ensure that the ‘Require Meeting Password’ box is checked. You can use the automatically generated password or enter a password of your choice.

From a Mobile Device:
Open the Zoom app on your mobile device. Fill in the appropriate fields and ensure that the ‘Require Meeting Password’ toggle is turned on. You can use the automatically generated password or enter a password of your choice.

As the meeting host, you can start your scheduled meeting as usual. You will not be prompted to enter a meeting password.