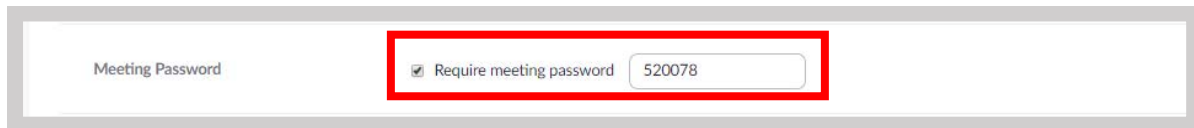


Setting Passwords

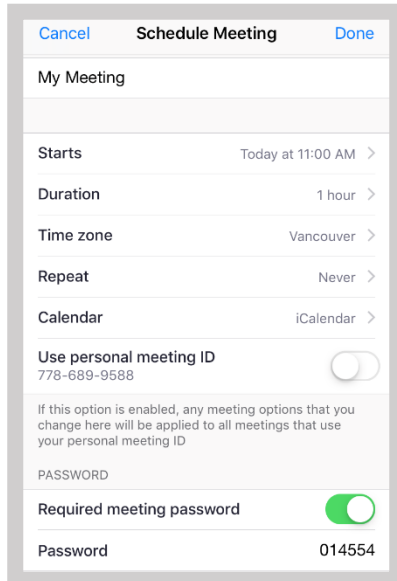
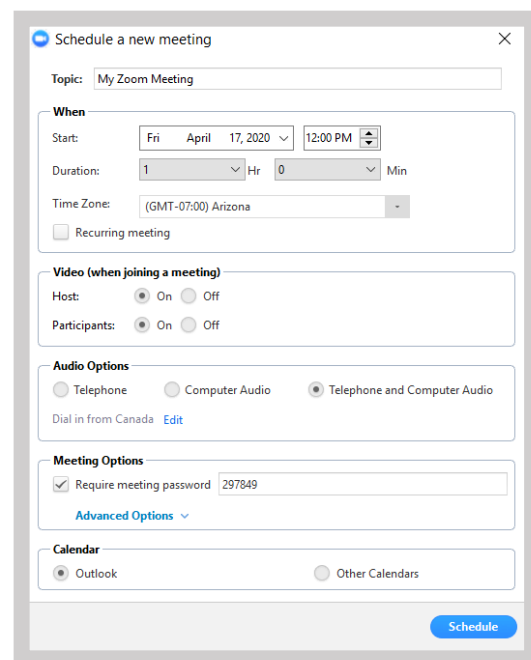
From the Web Portal:

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.