

Zoom Recommended Settings

Below are our recommended settings to ensure the best Zoom experience. Any settings not shown can be assumed to be already optimal. Your account settings can be reached at the [Meeting Settings Page](#).

Schedule Meeting


Turn on **Host Video** and **Participants Video**, as well as **Join Before Host**. Make sure the **Audio Type** shows both **Telephone and Computer Audio**.

Host video Start meetings with host video on	<input checked="" type="checkbox"/>
Participants video Start meetings with participant video on. Participants can change this during the meeting.	<input checked="" type="checkbox"/>
Audio Type Determine how participants can join the audio portion of the meeting. When joining audio, you can let them choose to use their computer microphone/speaker or use a telephone. You can also limit them to just one of those audio types. If you have 3rd party audio enabled, you can require that all participants follow the instructions you provide for using non-Zoom audio.	
<input checked="" type="radio"/> Telephone and Computer Audio	
<input type="radio"/> Telephone	
<input type="radio"/> Computer Audio	
Join before host Allow participants to join the meeting before the host arrives	<input checked="" type="checkbox"/>

In Meeting (Basic)

Under "In Meeting (Basic)," turn on **File Transfer**, **Co-Host**, and **Polling**.

File transfer Hosts and participants can send files through the in-meeting chat. This option cannot be enabled if the End-to-end encryption option is enabled.	<input checked="" type="checkbox"/>
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Co-host Allow the host to add co-hosts. Co-hosts have the same in-meeting controls as the host.	<input checked="" type="checkbox"/>
Polling Add 'Polls' to the meeting controls. This allows the host to survey the attendees. 	<input checked="" type="checkbox"/>

In Meeting (Advanced)

Under "In Meeting (Advanced)," turn on **Closed Caption** and **Join From Your Browser**. Turn OFF **Waiting Room**.


Closed caption



Allow host to type closed captions or assign a person/ 3rd-party device to add closed captions

Waiting room



Attendees cannot join a meeting until a host admits them individually from the waiting room. If Waiting room is enabled, the option for attendees to join the meeting before the host arrives is automatically disabled. 

Show a "Join from your browser" link



Allow participants to bypass the Zoom application download process, and join a meeting directly from their browser. This is a workaround for participants who are unable to download, install, or run applications. Note that the meeting experience from the browser is limited