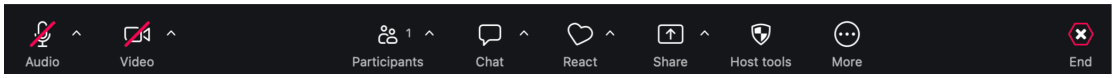
Zoom General: Host Meeting Controls

Luis Norda - 2024-06-14 - Zoom

Zoom Host Meeting Controls

The host controls will appear at the bottom of your screen if you are not currently screen sharing.



- **Join Audio** or **Unmute / Mute**
  - This allows you to connect to the meeting's audio, then once connected, mute or unmute your microphone.
  - Audio controls (click ^ next to **Mute/Unmute**): The audio controls allow you to change the microphone and speaker that Zoom is currently using on your computer, leave computer audio, and access the full audio options in the Zoom settings.
- **Start Video / Stop Video**
  This allows you to start or stop your own video.
  - Video controls (click ^ next to **Start/Stop Video**): If you have multiple cameras on your computer, you can select which Zoom is using, access the full video controls, and select a Virtual Background.
- **Security**
  - Access in-meeting security options.
- **Participants**
  - Opens the window to manage participants, view aggregate

nonverbal feedback, and invite others to join the meeting.

- **Polls** 
    - Allows you to create, edit, and launch your polls. The options to create or launch polls will open up the Zoom web portal in your default browser. When the poll closes, you can view the results and can download the full poll report. If a poll has already been created, both host and co-host can launch the poll, but only the host can edit or add polls to the meeting.
- **Chat** 
    - Access the chat window to chat with the participants.
- **Share Screen** 
    - Start sharing your screen. You will be able to select the desktop or application you want to share. When you are screen sharing, the controls will appear at the top of your screen, but you can drag it to another location.
    - Share Screen controls (click ^ next to **Share Screen**): Select who can share in your meeting and if you want only the host or any participant to be able to start a new share when someone is sharing.
- **Record** 
    - Start or stop a cloud or local recording.
- **Show Captions** 
    - If manual or automated captions is enabled on your account, click here to access the caption options.
- **Breakout Rooms** 

- Start breakout rooms.

- **Reactions** 
  - Meeting reactions, nonverbal feedback, and Raise Hand allow you to communicate issues or feedback to the host or presenter without disrupting the meeting. These reactions are shown on your video panel and next to your name on the participants panel.

- **Apps** 
  - Open the Zoom Apps panel to use Marketplace Apps directly in the meeting.

- **More** •••
  - Clicking **More** will give you access to additional options.
  - **Start Focus mode**: Applies focus mode to all meeting participants.
  - **Live on Facebook**: Broadcast your meeting live on Facebook.
  - **Live on Workplace by Facebook**: Broadcast your meeting live on Workplace by Facebook.
  - **Live on Youtube**: Broadcast your meeting live on Youtube.
  - **Live on Twitch**: Broadcast your meeting live on Twitch.
  - **Live on Custom Live Streaming Service**: Broadcast your meeting live on a custom streaming platform.

- **End** (only available to the host): Display the following two options.
  - **End Meeting for All**: End the meeting for yourself and all participants.
  - **Leave Meeting**: Leave the meeting. You will be prompted to

assign a host so that the meeting can continue.

- Tags
- hosts
- Zoom