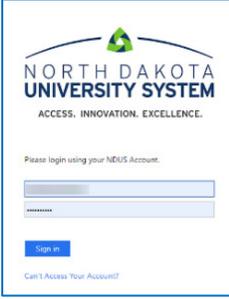
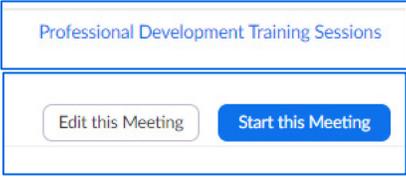
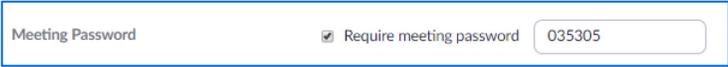


PASSWORD PROTECT THE MEETING

<p>Go to mayvillestate.zoom.us</p> <p>Click Sign In</p> <p>Use your MSU credentials to login (everything before the @ sign).</p>	 
<p>To password protect an existing meeting:</p> <p>Click into the meeting you want to edit.</p> <p>Scroll down and click the Edit this Meeting button</p>	
<p>To password protect a new meeting: in the meeting creation process, Meeting Password will be an option.</p> <p>Scroll down to the Meeting Password section and check Require meeting password.</p>	
<p>A password will be suggested but you can change it to whatever alpha-numeric characters you desire.</p> <p>Click Save and the password will be visible on the saved meeting settings.</p>	