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Secure use of Video Conferencing Software



Right now understandably, many organisations are looking to use alternative means of delivering their services.

One of the types of solution that many are working with is **video conferencing**.

The platforms for these are useful and understandably popular but some organisations are indicating it requires a good degree of control to ensure that **trolling** does not occur when they are used.

Some of the key tips to ensure **security** when using video conferencing software are below:

1. **Administrators** are vital in controlling access, the administrator should **check** the information provided about users to make sure nothing is out of the ordinary, this may include the **location** of the user.
2. Set Sharing to '**Host Only**'.
3. **Disable file transfer**, consider alternative means such as email.
4. Ensure **meeting details** are not shared publicly.
5. Consider using a **Password Protected** meeting.
6. Ensure **host controlled** joining to meetings.
7. If using video webinars set **manually approve registration** to avoid uninvited users.

Under normal circumstances you might have more time to familiarise yourselves with security whatever software you are using. The steps above are simple so we hope they help you out.

If you have any queries you can direct them to one_west@bathnes.gov.uk - we would be happy to help.

Thanks

The One West team.



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