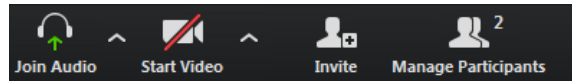


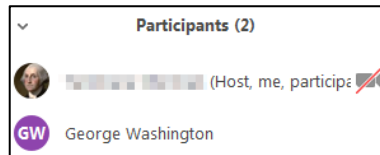
MOVING ATTENDEES TO THE WAITING ROOM

From the Participants pane, you can easily move an attendee to the waiting room.

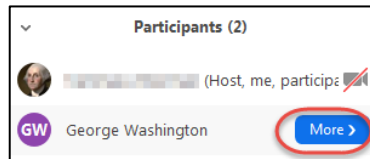
1. From the meeting controls, click Manage Participants



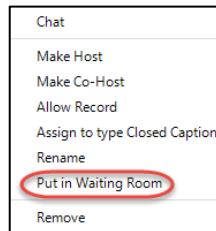
2. In the Participants pane (right-hand side), you will see your meeting attendees



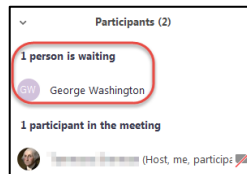
3. To put the attendee in the waiting room,
 - Click the attendee's name
 - Click More



4. From the menu, click Put in Waiting Room



5. The attendee is moved to the waiting room



For more information, please visit [CSUB Zoom](#)