

## Announcements, Feature Updates, Host Spotlight, & Pro Tips

### Staying Up to Date

**Basic user meeting duration change** – On July 15, 2022, Zoom updated the meeting duration limit for meetings that are hosted by Basic (free) users to 40 minutes, regardless of the number of participants in the meeting. This applies to both scheduled and personal room meetings created by a Basic host. Please visit our [Account Management FAQ](#) for more information on the account types and for instructions on how to upgrade your Basic account, if needed.

**Zoom Software Lifecycle Policy** – Zoom will be implementing a new Software Lifecycle Policy in which they will block client versions below a minimum version, and enforce a minimum version on a quarterly schedule. This will take effect on November 5, 2022. For more information, please see our "[Zoom Software Lifecycle Policy](#)" announcement.

### New & Improved Features

**Central library of polls** – Hosts now have the ability to create and manage their own [central library of polls](#), which can be used for both meetings and webinars. Once a poll is marked as "available" in the library, it can be launched in a meeting or webinar.

**Webinar background branding** – Need to standardize your [webinar branding](#)? Webinar hosts can set a common virtual background for all panelists by adding a wallpaper behind their video tiles. This also provides name tags for each panelist.

**Gesture recognition** – No need to keep clicking the raise hand or thumbs up reactions in your meetings any longer! After enabling [gesture recognition](#), simply mimic the reaction and Zoom will automatically signal it in the meeting.

**Share audio and shared content to all breakout rooms** – Hosts are able to share microphone audio and/or computer audio, along with shared content, to all breakout rooms. This can be enabled when beginning the content share or while sharing is already in-progress.

**Reactions for Webinar** – Like Zoom meetings, webinar attendees can now use in-session, [webinar reactions](#). Submitted reactions are displayed in the bottom right corner of the main webinar window, which are visible to the host, panelists, and attendees.

**Save breakout room assignments** – Once [breakout rooms](#) have been created, the host can choose to save the configuration and participant assignments to use for future sessions. This is only available for recurring meetings.

### Client Version

The **Zoom Desktop Client Version 5.11.4** is available for managed machines across the enterprise. If you are not on a managed machine, please refer to the [Desktop Client Setup page](#) for instructions on checking your client version and downloading the latest update.

### How To's

Further protect your Zoom meetings by referencing the [Securing your Zoom Meetings](#) page.

To manage and view your Zoom resources, please visit the [Zoom Resource Management Portal](#).

### 2022 Q2 User Stats:

- *Total Number of Meetings Hosted: 443,644 meetings (Q1 2022: 525,272 meetings)*
- *Total Number of Meeting Minutes: 117,585,256 minutes (Q1 2022: 150,263,562 minutes)*
- *Total Number of Participants: 2,610,318 participants (Q1 2022: 2,985,650 participants)*



## Host Spotlight

**Name:** Victoria Dawe (account owner of [gotojhu@jhu.edu](mailto:gotojhu@jhu.edu))

### 2022 Q2 Zoom Stats:

Meetings: 93

Meeting Minutes: 5,384 (~90 hours)

### What is your role at Johns Hopkins?

*I work in the Office of Undergraduate Admissions and manage all of our in-person and virtual events. We welcome over 50,000 visitors in person annually, and since the pandemic, have seen comparable numbers*

*engage with us virtually as well. Our events specifically are intended to introduce high school students (and their families) to the undergraduate experience at Hopkins as they go through the college search and application process. Our goal is to showcase the breadth of opportunities and resources available here that help students pursue their interests both inside and outside of the classroom. We do this by giving prospective students the chance to hear directly from current students, faculty, staff, and admissions officers.*

### How do you utilize Zoom in your daily work-life?

*Zoom and the shift to virtual events during the pandemic really increased the number of students we are able to connect with and share information about Hopkins with. It gives students the chance to learn about Hopkins in a meaningful way without having to make a trip to Baltimore, which requires paying for transportation here and taking time off work or school. We typically host 2-5 virtual events weekly in Zoom, as both meetings and webinars, that range from information sessions and guided virtual tours to student panels or guest lectures hosted by faculty.*

### What features of Zoom do you like the most/use the most frequently?

*For our large events, we love turning on the upvote feature in the Q&A. Sometimes we have events with hundreds of questions from the audience, and this allows us to prioritize the questions that are most important to the audience.*

### How have you made yourself a Zoom 'Pro'?

*Before we use a new feature, we practice amongst ourselves first to ensure it goes smoothly with our guests. We also ask guests for feedback after every session so we can continue to learn what our audience is looking for and what they find valuable – it changes over time so it's good to keep a pulse on.*

### Victoria's Zoom Pro Tips/Tricks:

*We love to use breakout rooms to allow for smaller group conversations on specific topics. If you are hosting an event with a large audience and need to manually assign breakout rooms (for example, if they are choosing which room to attend in the moment, or they can switch between them during the session) we've found it very helpful to screen-share a slide that lists all the breakout rooms available with a numerical assignment. Then, ask attendees to change their name in Zoom to include the number of the room they want to be sent to – it allows you as a host to very quickly scan the list of attendees and assign them in real time!*

## Did you know?

### Need a delegate to schedule

**your Zoom meetings?** With the [delegated scheduling privilege](#), you can designate another Licensed Zoom user to schedule meetings on your behalf. The assigned delegate can schedule these meetings when signed into their own account at the web or by using their Outlook plugin.

### Johns Hopkins SSO Meeting

**Authorization** - Add an extra layer of security to your meeting or webinar by enabling [Johns Hopkins SSO](#) authentication. Only meeting participants authenticated with valid JHED credentials will be able to join the Zoom session. A Zoom account is **not** required for those joining.

### Attendance Reports

- Track attendance during your meeting by utilizing Zoom's [Reporting](#). Usage reports include a list of meetings, participants, and meeting minutes for any meetings that you have hosted.

### Need Help?

Check out Zoom's Help Site for [Live Training Webinars](#) and [support documentation](#).

For more Hopkins-centric inquiries, visit the [Johns Hopkins' Zoom Support Site!](#)

If you're part of a school/division, you can find whom to direct your questions through [Faculty and Staff Zoom Support by School/Division](#)

For other support needs, questions, and inquiries related to Zoom, please submit a [help desk ticket](#).