Authentication Options for Scheduling Zoom Meetings

How do I allow people from outside Millersville into a Zoom meeting?

For the security and privacy of the Millersville community, a security setting for your Zoom meetings defaults to requiring that all meeting participants log in to Zoom using a Millersville University account. You can override that default though when people from outside Millersville will be joining a meeting.

The specific security setting is Require authentication to join.

Available Options for Require Authentication to Join and What They Mean

- Sign in to Zoom with a Millersville University account – This is the default.
  - Allowed to join:
    - Anyone who has a Millersville University account and has signed in to Zoom using it.
  - Not allowed to join:
    - Anyone who does not have a Millersville University account.
    - Anyone who does have a Millersville University account but has not signed in to Zoom using it.

- Sign in to Zoom with a Millersville or Kutztown account
  - Allowed to join:
    - Anyone who has a Millersville University account and has signed in to Zoom using it.
    - Anyone who has a Kutztown University account and has signed in to Zoom using it.
  - Not allowed to join:
    - Anyone who does not have a Millersville University or Kutztown University account.
    - Anyone who does have a Millersville University or Kutztown University account but has not signed in to Zoom using it.

- Sign in to Zoom with a Millersville or Shippensburg account
  - Allowed to join:
    - Anyone who has a Millersville University account and has signed in to Zoom using it.
    - Anyone who has a Shippensburg University account and has signed in to Zoom using it.
  - Not allowed to join:
    - Anyone who does not have a Millersville University or Shippensburg University account.
    - Anyone who does have a Millersville University or Shippensburg University account but has not signed in to Zoom using it.

- Sign in to Zoom with any PASSHE university account
  - Allowed to join:
    - Anyone who has an account from any PASSHE institution (including Millersville) and has signed in to Zoom using it.
  - Not allowed to join:
    - Anyone who does not have an account from a PASSHE institution.
    - Anyone who does have an account from a PASSHE institution but has not signed in to Zoom using it.

- Sign in to Zoom
• Allowed to join:
  • Anyone who has a Zoom account of any kind and has signed in to Zoom using it.
• Not allowed to join:
  • Anyone who does not have a Zoom account.
  • Anyone who does have a Zoom account but has not signed in to Zoom using it.

Additionally you can uncheck the box for the *Require authentication to join* setting to disable it entirely. People will be allowed to join your meeting without having, or signing in to, a Zoom account.

For more on how to schedule a meeting using your MU Zoom account, visit our [Scheduling a Meeting in Zoom](#) wiki support page.