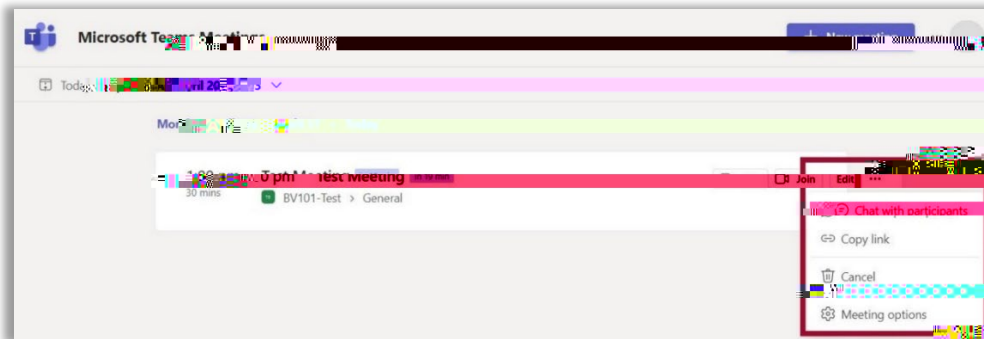


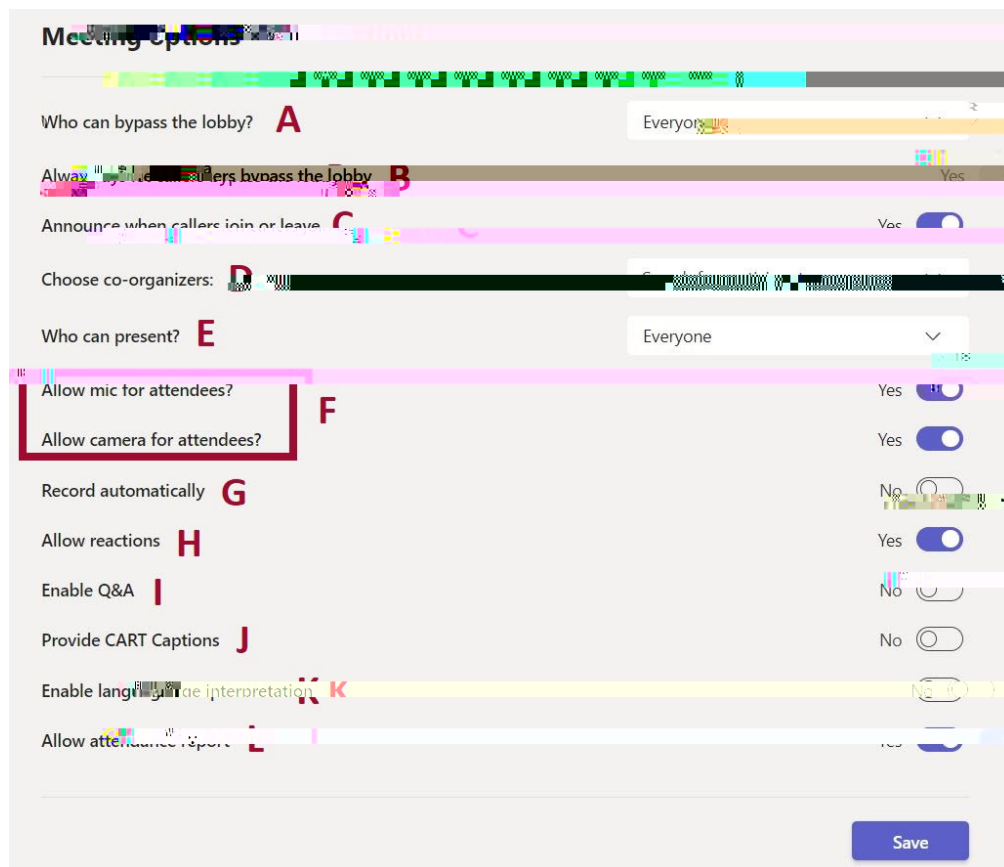
# How to Set Teams Meeting Options

Meeting Options are settings that affect how participants engage during a meeting. After a Teams meeting has been created, meeting organizers can change settings for that specific meeting.

1. From the MS Teams Meeting dashboard, select the **Meeting options** button, then select



2. The following **Meeting options** settings are available:



A.

You can decide who gets into meetings directly and who should  
42  
42 ym38 YS2vldmm mr9 -(d) 002 T -11.348

For more information or assistance, call 229-245-6490 or email [blazeview@valdosta.edu](mailto:blazeview@valdosta.edu).

-772-0423 or visit [\\_\\_\\_\\_\\_](#).

