

For immediate release for all Arrangr / Zoom users
April 5th 2020: 12:00pm EST

Zoom Security Update - How it Affects Arrangr Users

On April 5th 2020, Zoom.us rolled out a security update requiring **ALL** meetings to be accessed using a **password**, or using a **secure meeting link**. Because of this change, Zoom meeting links saved in the accounts of Arrangr users will not work properly going forward **unless** they are updated.

Please **IMMEDIATELY** follow the steps below to ensure that your future meetings use your new **secure meeting link**, so they will go smoothly without prompting your guests for a password. Arrangr has set up a temporary customer service email to help you if run into any problems setting up your new Zoom Meeting link at Zoom@arrangr.com. You can also reach us via our website Freshchat app on the lower right of our webpage.

The Gist

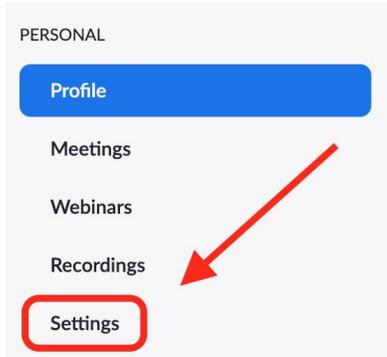
Zoom has changed your personal meeting link to make it more secure, adding a long string of random characters at the end. You will need to copy your new secure personal meeting link from Zoom and save it to your Arrangr profile. If you want to set your own meeting password on Zoom instead of using the one they randomly assigned you, then you should do that first, as your link will change when you change the password.

2-Minute Step-by-Step

1) **Set Your Customized Zoom Personal Meeting Password**

You can skip this step one if you have already set your own Personal Meeting ID password, or if you just want to use the password Zoom has already randomly generated for you.

- A. Go to your Zoom profile: <https://zoom.us/profile>
- B. On the left side, click on "Settings":



- C. Scroll down until you see “Require a password for Personal Meeting ID (PMI)”
Enter the new password you want to use, and click “Save”

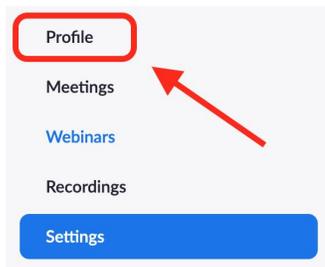
Require a password for Personal Meeting ID (PMI)

Only meetings with Join Before Host enabled
 All meetings using PMI

Password

2) Save Your New Secure Meeting Link on Arrangr

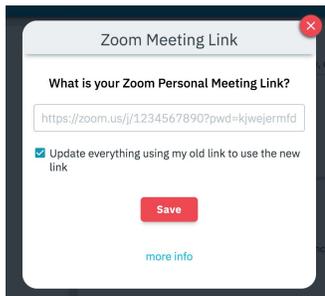
- A. Go to your Zoom profile page if not already there (<https://zoom.us/profile>) and click on “Profile”



- B. Copy the meeting link to the right in the “Personal Meeting ID” section.
(Your link should now have a long string of characters at the end that it didn’t used to have, making it more secure.)



- C. Now go to: https://arrangr.com/my_profile?edit_zoom_link=t and Paste your new Zoom link into the popup and click “Save” (you may need to sign in when prompted)

A screenshot of a web browser popup titled "Zoom Meeting Link". The popup has a close button in the top right corner. The main heading is "What is your Zoom Personal Meeting Link?". Below this is a text input field containing the URL "https://zoom.us/j/1234567890?pwd=kjwejerjmf". Underneath the input field is a checkbox that is checked, with the text "Update everything using my old link to use the new link". At the bottom of the popup is a red "Save" button and a blue "more info" link.

The option “Update everything using my old link to use the new link” will be enabled by default.

What this means: If you had your Zoom link saved for any upcoming meetings, invites, or any scheduling pages, Arrangr will automatically update those with the new link. The meeting reminder that is emailed out will automatically have the new link.

What this does not mean: Calendar entries, for already scheduled meetings before the Zoom change, will not be updated with the new link. **However, all Zoom meetings arranged from this point on will add your new secure link to calendar entries as well.**