



## **Ensuring pupils can't control the meeting:**

## This must be completed after you have set up the live lesson.

2	Mr J H Sched	ooton 11/09-08-48 uled a meeting	
	÷	Please ignore training Friday, 11 September 2020 @ 09:00	
	3 replie	is from you	
	Ū4	Please ignore training ended: 5 min 16 sec	×.
	← Rep	ly	

Click the live lesson and this will open the window to allow you to edit the lesson.

<b>*</b>	Please ignore training Chat Details Scheduling Assistant	Join Close
× c	ancel meeting Time zone: (UTC+00.00) Dublin, Edinburgh, Lisbon, London Meeting options	Tracking
O	Please ignore training	Mr J Hooton Organiser
0°	Add required attendees	Optional
	Optional: 🔬 Mr M Webster $\times$ 💩 Mr J Tickle $\times$ 💩 Mr C Burgess $\times$	Mr M Webster Declined
Ē	11 Sep 2020 09:00 ∨ → 11 Sep 2020 09:30 ∨ 30m ● All day	Declined
	Suggested: No suggestions available.	Mr C Burgess Declined
Q	Does not repeat V	
	KatfTrainingClass-Pupils-SEA > Classwork	
0	Add location	
ï	$\mathbf{B}  \mathcal{I}  \bigcup  \mathcal{S} \mid \forall'  \underline{A}  A  Paragraph \lor  \mathcal{I}_{\mathbf{x}} \mid \leftarrow  \vdash  \boxminus  \exists  \vDash  0  \textcircled{S}  \boxplus  \boxed{0}  \textcircled{S}  \textcircled{S}  \blacksquare  \boxed{0}  \textcircled{S}  \textcircled{S}  \blacksquare  \boxed{0}  \boxed{0}  \blacksquare  \blacksquare  \blacksquare  \boxed{0}  \blacksquare  \mathbf{0$	

## Click on "Meeting Options"

Please ignore training Chat	Details	Scheduling Assistant	$\frown$
X Cancel meeting Time zone: (UTC+		olin, Edinburgh, Lisbon, London	Meeting options

## This will then open browser window that gives you more options

Meeting options		
Who can bypass the lobby?	Everyone	~
Always let callers bypass the lobby		Yes
Announce when callers join or leave		Yes 🚺
Who can present?	Only me	~
		✓ Done!

Change the "Who can present?" to "Only Me".

This will stop pupils from being able to mute you or remove people from the lesson but it will also stop them being able to share their screens with you. This can be adjusted live in a lesson.

