

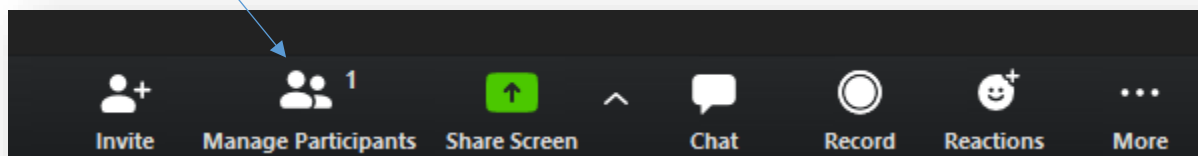
Instructions for Muting All Participants

This document provides basic instructions on (1) how to mute all participants.

[How to mute all participants during a Zoom session](#)

Faculty and staff can mute all participants during a Zoom session by following the instructions below:

1. **At the bottom of your Zoom session screen choose the “Manage Participants” option.**



2. **A section will open on the right side of the Zoom screen with a list of all participants. At the bottom of that section click on the “Mute All” button.**

