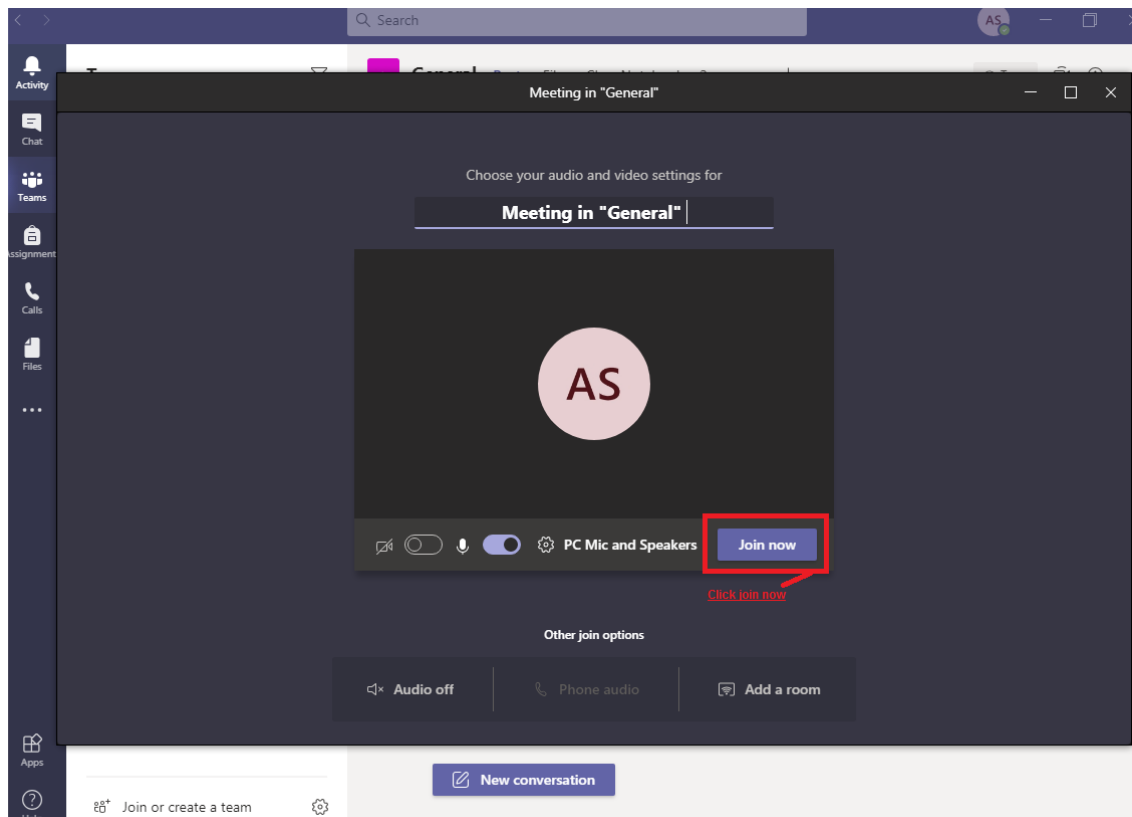
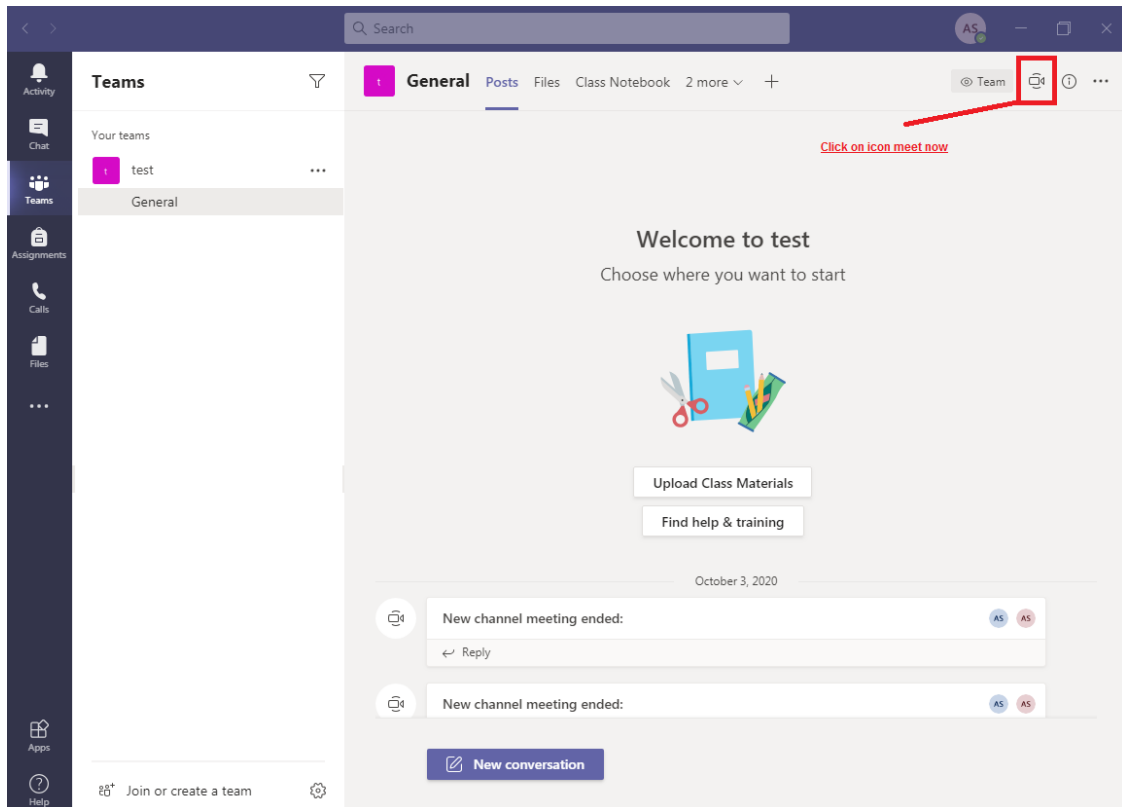
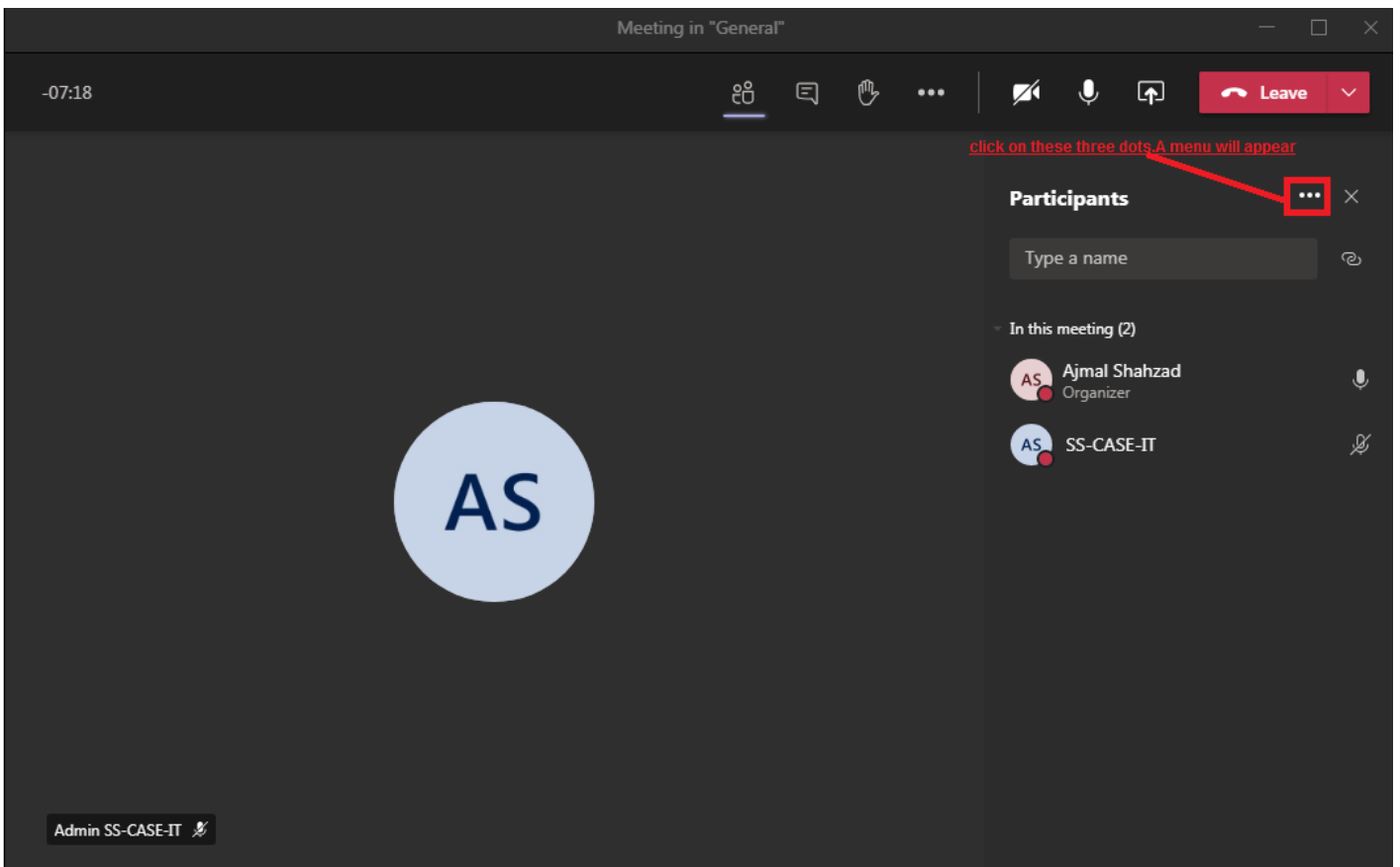


# How to prevent students from removing and muting others in Microsoft Teams

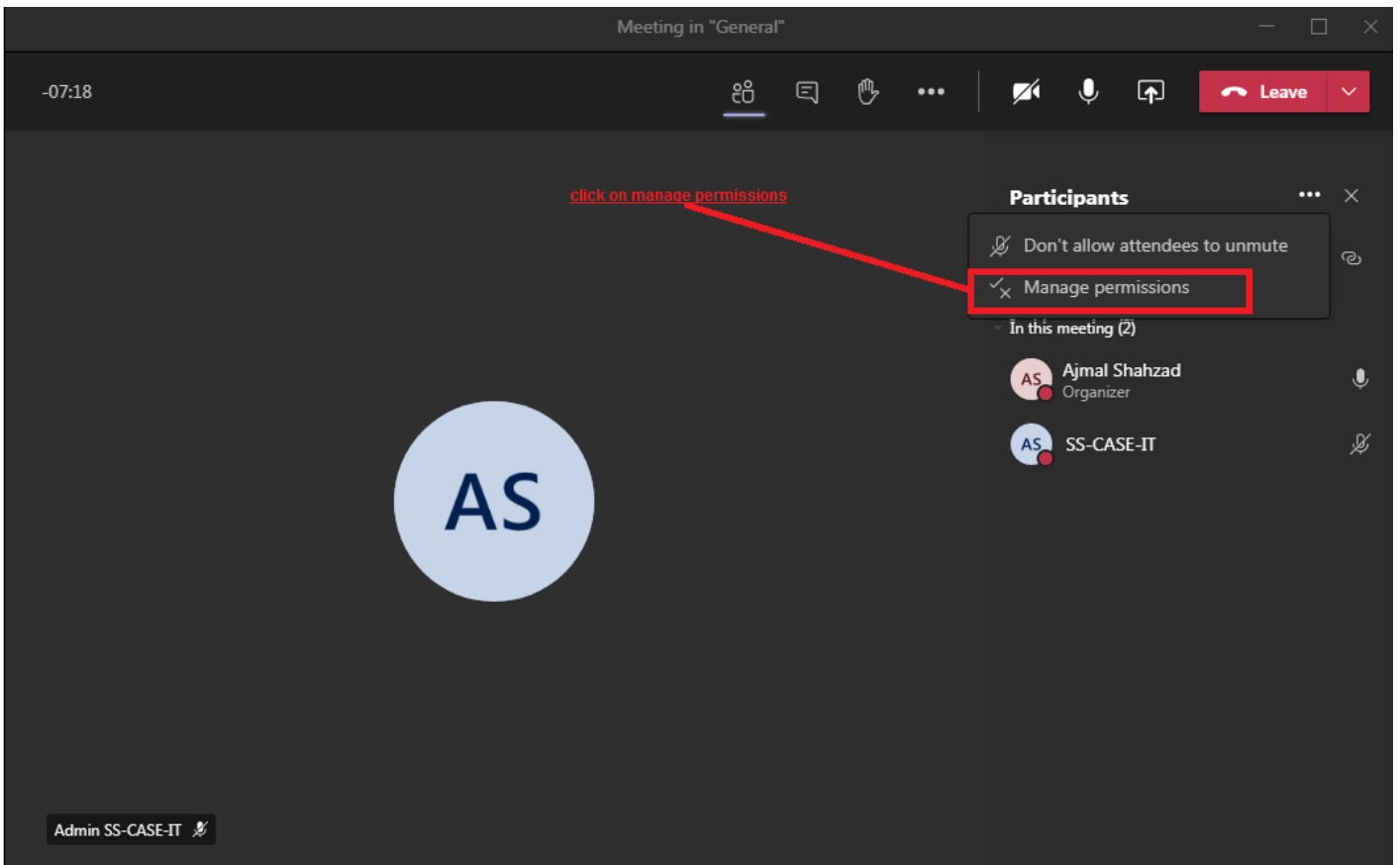
Download Microsoft team new version from below link (Old version may not have these settings)

<https://www.microsoft.com/en-us/microsoft-365/microsoft-teams/download-app>





3



Meeting options

Meeting in "General"  
Ajmal Shahzad

Meeting options

Who can bypass the lobby? People in my organization

Always let callers bypass the lobby Yes

Announce when callers join or leave Yes

Who can present? Everyone

Click on every one dropdown and change selection to "Only me"

Save

Meeting options

Meeting in "General"  
Ajmal Shahzad

Meeting options

Who can bypass the lobby? People in my organization

Always let callers bypass the lobby Yes

Announce when callers join or leave Yes

Who can present? Only me

Done!

Meeting in "General"

03:23

Participants

Type a name

Presenters (1)  
Ajmal Shahzad  
Organizer

Attendees (1)  
SS-CASE-IT

All students automatically goes in Attendees list