

The background of the slide is a landscape photograph. The top half shows a range of rugged, brown mountains under a clear sky. Below the mountains is a wide, calm body of water that reflects the scene. The bottom half of the image shows a river delta with many winding channels flowing through a green, vegetated area.

# ICOS

INTEGRATED  
CARBON  
OBSERVATION  
SYSTEM

## Bot-Free Zones: How to Keep Annoying Intruders Out of Your Online Meetings

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# General security for online meetings

- Require registration
  - Email out the meeting link to participants
  - Don't post meeting links publicly to ensure they are not "scraped" by bots
- Require authentication
  - This ensures participants have some sort of identity behind them
  - Allows removing specific participants and lets the platform track user activity
- Use the waiting room
  - Ensures only human participants are admitted to the meeting

# General security for online meetings

- Consider limiting or disabling chatting
  - Can change settings so that attendees would not be able to chat or can chat only with hosts and panelists
- Designate a moderator
  - Have a co-host/moderator designated to manage participants, monitor chat, etc.
  - Helps ensure that the speaker(s) can focus on delivering the content while ensuring any issues are addressed swiftly
- Moderate Q&A (in, e.g., Zoom Webinars)
  - The Q&A feature can be moderated so that only answered questions are visible to the participants
  - The hosts/panelists can ignore any questions that are inappropriate or irrelevant

# Bot-specific security

- Block the domains of AI bots
  - Some services are circumventing this by using multiple domains, but if you know of a specific domain, this can be very effective
  - Zoom setting: "Block users in specific domains from joining meetings and webinars"
  - List of suggested domains to block (not complete):  
otter.ai, read.ai, fireflies.ai, fathom.video, fellow.app, meetrecord.com, semble.ai, hal.ai
- What to do if a bot joins
  - Decline access to recording, if requested
  - Remove bots from meetings, as you would an unwanted human attendee

# Sources and discussion questions

- List of suggested domains to block (not complete):  
otter.ai, read.ai, fireflies.ai, fathom.video, fellow.app, meetrecord.com, sembla.ai, hal.ai
- Sources:
  - Zoom Blog: <https://www.zoom.com/en/blog/7-tips-to-help-secure-your-webinars/>
  - Cornell University IT: <https://it.cornell.edu/zoom/zoom-block-ai-bots>
- Discussion questions (to get us started)
  - What has your experience been with bots and online meetings?
  - What other practices can we implement to safeguard our meetings?