



Tech Alert

Improved Meeting Chat Settings in Microsoft Teams

SECURE OFFICE

What is new?

Microsoft Teams meeting organisers now have improved functionality when moderating chat in meetings.

Organisers can enable and disable chat functionality during a meeting. Previously, chat was always enabled by default.

There are three chat moderation options to choose from:

- Disabled
- Only during the meeting
- Enabled

When chats are "Disabled", organisers and participants will be prevented from using the meeting chat. Whereas when "Only during the meeting" is enabled, they will be able to send messages during the meeting, not before or after. When chats are "Enabled", all meeting attendees can message freely at any time, before, during or after the meeting.

Meeting options

Who can bypass the lobby? Only me

Always let callers bypass the lobby Yes

Who can present? Only me

Allow attendees to unmute No

Allow meeting chat Only during the meeting

Save

What are the benefits?

This update is beneficial for various scenarios, specifically teachers who would like to create safe and inclusive meeting environments by closely moderating when and if chats can be sent.

Chat moderation can also be beneficial in a scenario when the meeting host wants the attendees to focus solely on the contents of the meeting and does not want any unnecessary conversations.

Products: Microsoft Teams

Cloud Instance: Worldwide (Standard Multi-Tenant)

Release Phase: General Availability

Status: Launched

Release: February 2021

What is Microsoft Teams?

Microsoft Teams is the digital teamwork hub for modern businesses, facilitating collaboration with workspace chat, audio and video conferencing, shared file storage and application integration.

Teams is part of the Microsoft 365 family and is accessible via desktop, mobile and web devices.

About us

365 Architech is a technology company based in Brisbane, Australia. We deliver solutions to support organisations on their digital transformation including cloud, modern applications, cybersecurity and artificial intelligence to drive profitability, growth and achievement of strategic objectives.
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