Zoom Notification that Someone Joined Your Personal Meeting Room

Issue

You may receive an email notification that someone has joined your Zoom Personal Meeting Room, also known as a Personal Meeting ID, PMI. This email notification from Zoom is legitimate and is enabled in your settings by default to notify you when someone joins your Zoom meetings before you.

Although, you may not know the individual and did not send an invitation to join a Zoom meeting, someone joined your Zoom Personal Meeting Room. It is possible that the individual mistyped the Meeting ID and mistakenly arrived in your Zoom Personal Room or they were searching for an active meeting.

Resolution

The Personal Meeting ID is enabled for all users. A Zoom Personal Meeting Room is a virtual meeting room permanently reserved for you. This Meeting ID for your Personal Meeting Room does not expire and is always accessible so if someone has this Meeting ID, they can join it at anytime to meet you, even without an invitation. The Personal Meeting ID is usually ideal to use with individuals you know and meet with regularly.

Please learn more about the Personal Meeting ID: https://support.zoom.us/hc/en-us/articles/201362843-Personal-meeting-ID-PMI-and-personal-link

To prevent unexpected guests from joining your PMI, you can enable the following features to protect your Zoom meetings.

- If you do not use your Personal Meeting ID, disable PMI.
- If you wish to maintain the Personal Meeting ID for meetings with known individuals, review the settings on your Personal Meeting room.
- To access your Personal room, sign in at albany.zoom.us, click Meetings and then click Personal Room. Click Edit to make the following changes.
  - Change your Personal Meeting ID
  - Require a meeting password
  - Enable waiting room
  - Disable Allow participants to join anytime

Need more help? Contact the ITS Service Desk.