

Dear student and the concerned parents,

We hope this letter finds you in good mental & physical health!

To prevent the transmission of COVID-19 in the community, the local administration and the State/Centre Governments have taken various measures that have forced institutions to halt their operations till the time the lock-down is in effect. FIITJEE too is extremely vigilant about the welfare of its students & staff and therefore transitioned FIITJEE classes to online classes to carry on with the preparations of the students in an uninterrupted manner.

For smooth and safe transition of classes to online mode, we evaluated various platforms and adopted Zoom looking at its easy user interface and compatibility with various devices. While this application became the most preferred choice worldwide for online collaboration, there were certain security concerns highlighted too. FIITJEE has been always very cautious about such threats while introducing any technology and which is why when we introduced the eCM Tablets, we kept security at top priority and configured all devices to allow academic use only.

While there are various advisories issued by the concerned bodies on the security issue of Zoom, we had already taken the possible measures to secure the classes from such threats. To understand it better, let's first understand what is at risk? There is a possibility that if a user doesn't exercise the required precautions then the privacy of a zoom meeting could be compromised. **This is an issue that is present with any such collaboration software to some degree and the key here is precaution.** With prudent steps, one can remain safe and secure against threat posed by technology.

The Cyber Coordination Centre (CyCord), under the Union Ministry of Home Affairs (MHA), has issued an advisory on secure use of ZOOM Meeting Platform by private individuals and for purposes where no critical data is being transmitted using Zoom. The broad objective of this advisory is to prevent any unauthorized entry into a Zoom Conference Room and prevent the unauthorized participant to carry out malicious attacks on the terminals of other users in the conference. The details of protective measures advised by CyCord to be taken are given below:

1. Setting new Meeting ID and password for each meeting.
2. Enabling waiting Room, so that every user can enter only when host conducting meeting admits him/her.
3. Disabling join before host.
4. Allowing Screen Sharing by host Only.
5. Disabling "Allow removed participants to re-join".
6. Restricting/disabling file transfer option (if not required).
7. Locking meeting, once all attendees have joined.
8. Restricting the recording feature
9. To end meeting (and not just leave, if you are administrator)

We wish to apprise you that FIITJEE is compliant to all measures not limiting to above points to secure all FIITJEE Online Classes and eliminate any such risk. Given below are the additional security measures taken by FIITJEE.

1. Special students accounts created on Zoom with a dummy email id and password. No personal data of student is being shared with Zoom.
2. Disabled the option for students to rename themselves after joining the meeting. So that no outsider comes in by showing actual student name and then rename himself after coming in
3. Annotations on shared screen to be done only by a teacher
4. Disabling personal 1-to-1 chat option. Students, if have a doubt during a class, can post in the group chat.

We hope that this mail will address any concerns you may have about privacy in FIITJEE's Online Classes.

Note: Please avoid using the Zoom Account for any personal purpose as this account is created purely for Academic Delivery.

We wish you health and safety.

Stay safe, stay healthy and stay focused.

FIITJEE Team

FIITJEE has been ranked India's Number 1 coaching institute for Engineering Entrance Examinations in the First ever survey conducted by one of the most widely acclaimed Magazines of the country - India Today.

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