Zoom Role Privileges

A typical Zoom meeting contains a **Host** (usually the person who sets up and starts the meeting) and **Participants**. Sometimes, a **Host** might designate **Co-Hosts** and **Alternative Hosts** to assist in organizing, starting, and moderating meetings.

Below, we've broken down some of the common Zoom features and how each role's privileges apply to them.

	Host	Co-Host	Alternate Host	Participants
Requires Zoom Account	✅	✅	✅	❌
Requires Licensed Zoom Pro Account	❌	❌	✅ *	❌
Start the Meeting	✅	❌	✅	❌
Save in-Meeting Chat	✅	✅	✅	❌
Create/Edit Polls	✅	❌	❌	❌
Start Polls in a Meeting	✅	✅	✅	❌
Answer Polls	❌	❌	❌	✅
End Meeting	✅	❌	❌	❌
Mute or Unmute Participant Audio or Video	✅	✅	✅	❌
Spotlight a Video	✅	✅	✅	❌
Remove Attendees	✅	✅	✅	❌
Invite Attendees	✅	✅	✅	✅
Assign Participants to Breakout Rooms	✅	❌	❌	❌
Start Cloud Recording	✅	✅	✅	❌
Start Local Recording	✅	✅	✅	✅
Allow or Forbid Participant to Record Locally	✅	✅	✅	❌
Stream Live to Facebook/YouTube/etc	✅	❌	❌	❌

*Alternative hosts can start the meeting by using the meeting ID or meeting link the invitation email. The meeting will not display in the upcoming meetings list in the desktop client or mobile app for alternative hosts.

Note that as roles in a specific meeting, only the Host and Alternative Hosts are assigned ahead of time. A Co-Host role must be assigned after the meeting starts.