## **Changing a Meeting from Private to Public**

After you have begun a private meeting in a channel, you can make it public by generating a meeting link and sending it to users outside the channel.

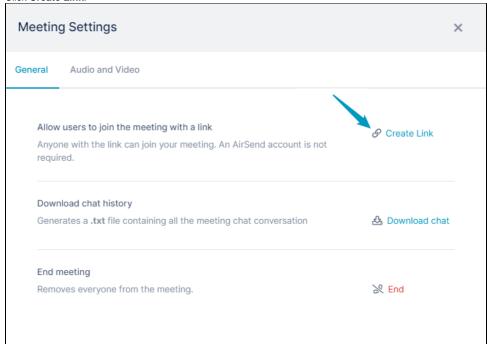
## To change a meeting from private to public:

1. In the private meeting, click the Settings button.



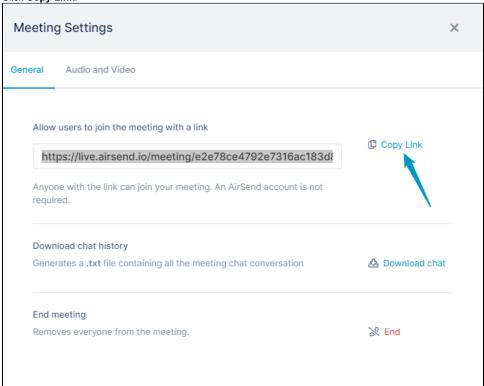
The **Meeting Settings** dialog box opens.

2. Click Create Link.



Once you click Create Link, the meeting becomes public for everyone in the meeting.

3. Click Copy Link.



4. Send the link to anyone you want to invite to join the meeting.

