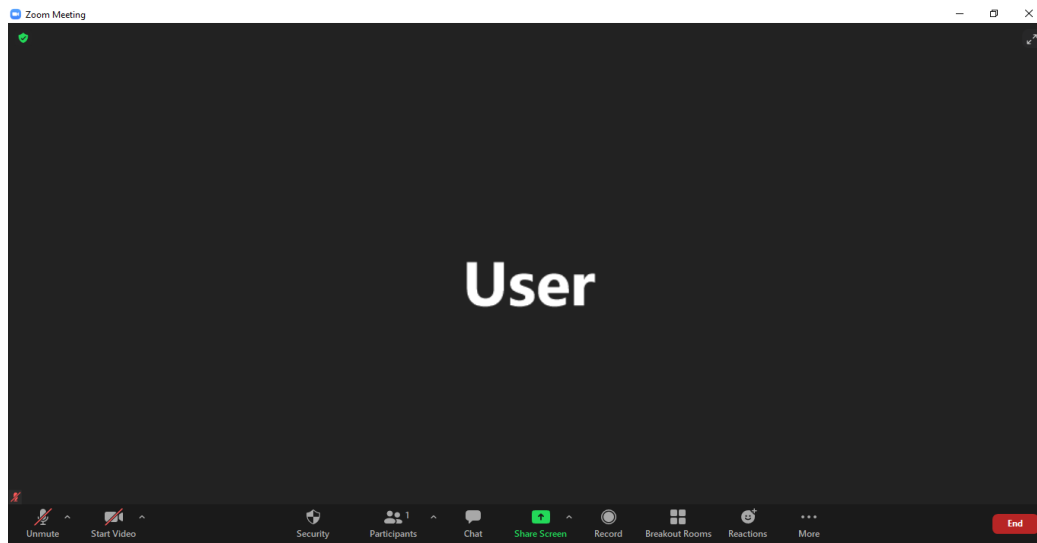


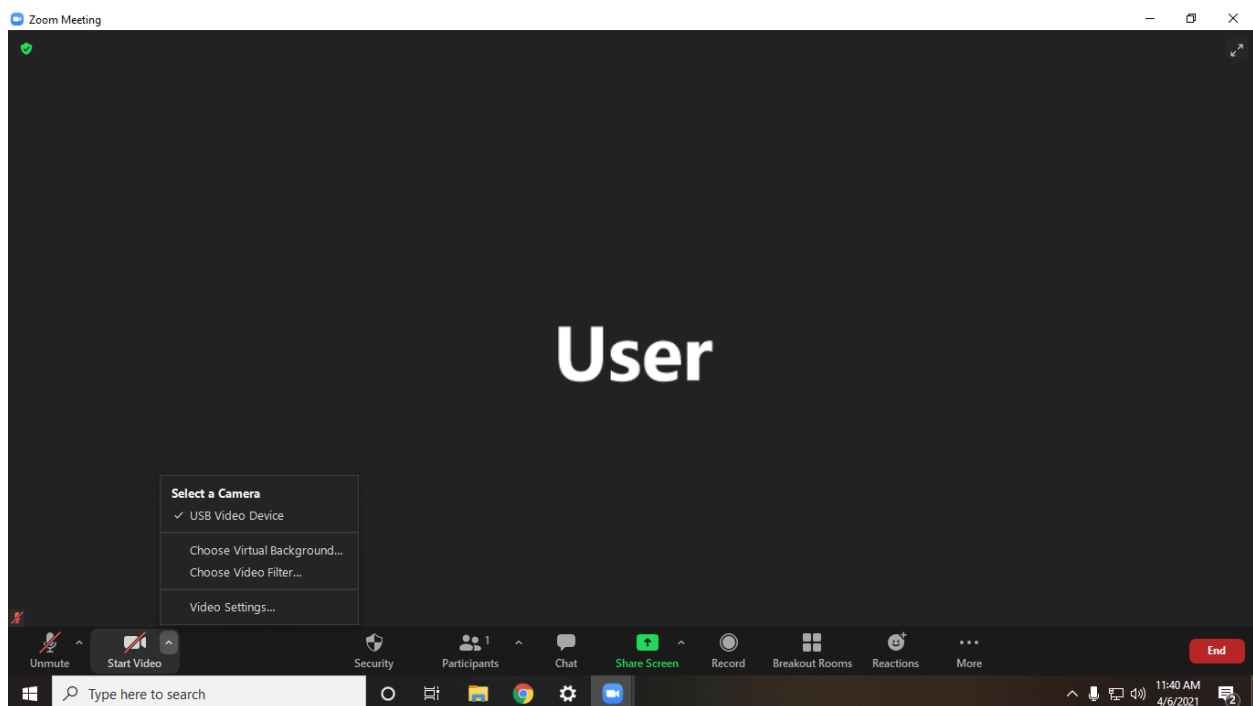
How to Add Virtual Background in Zoom

After logging in with the provided zoom link please follow the given steps to set virtual background.

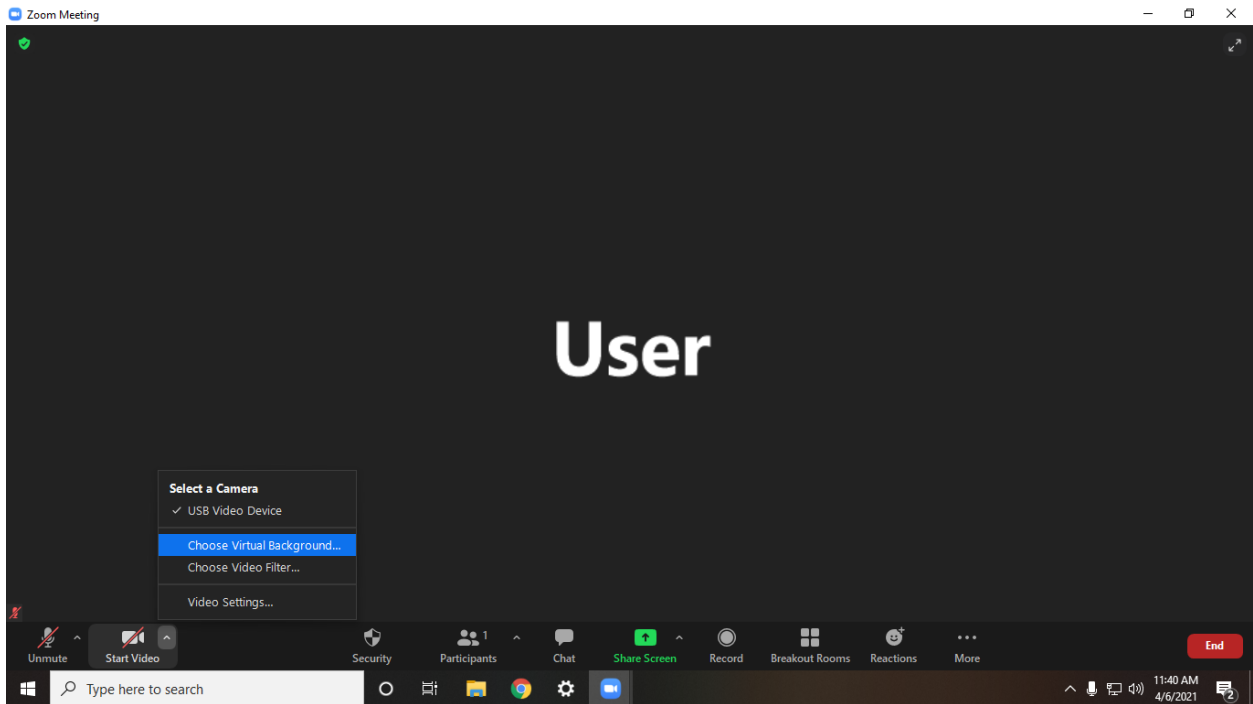
This type of window will appear when you logged into a meeting.



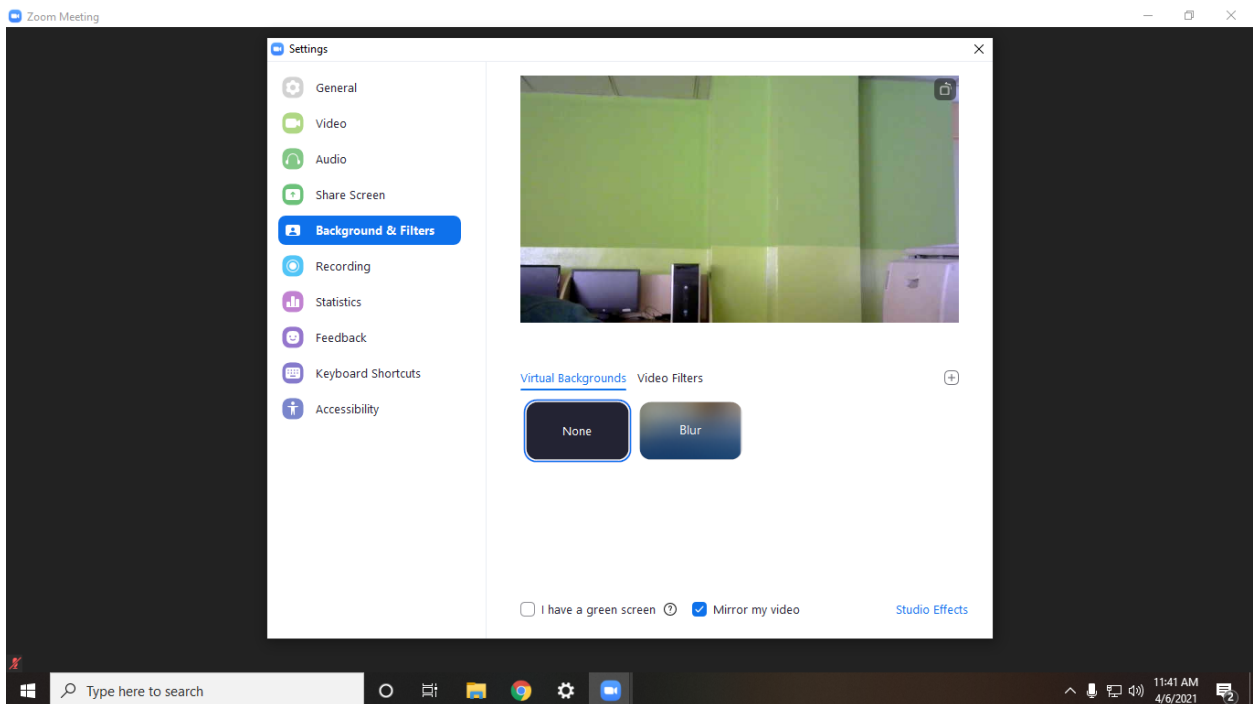
Click on the “Arrow” beside the “Start Video” button. Some options will appear there.



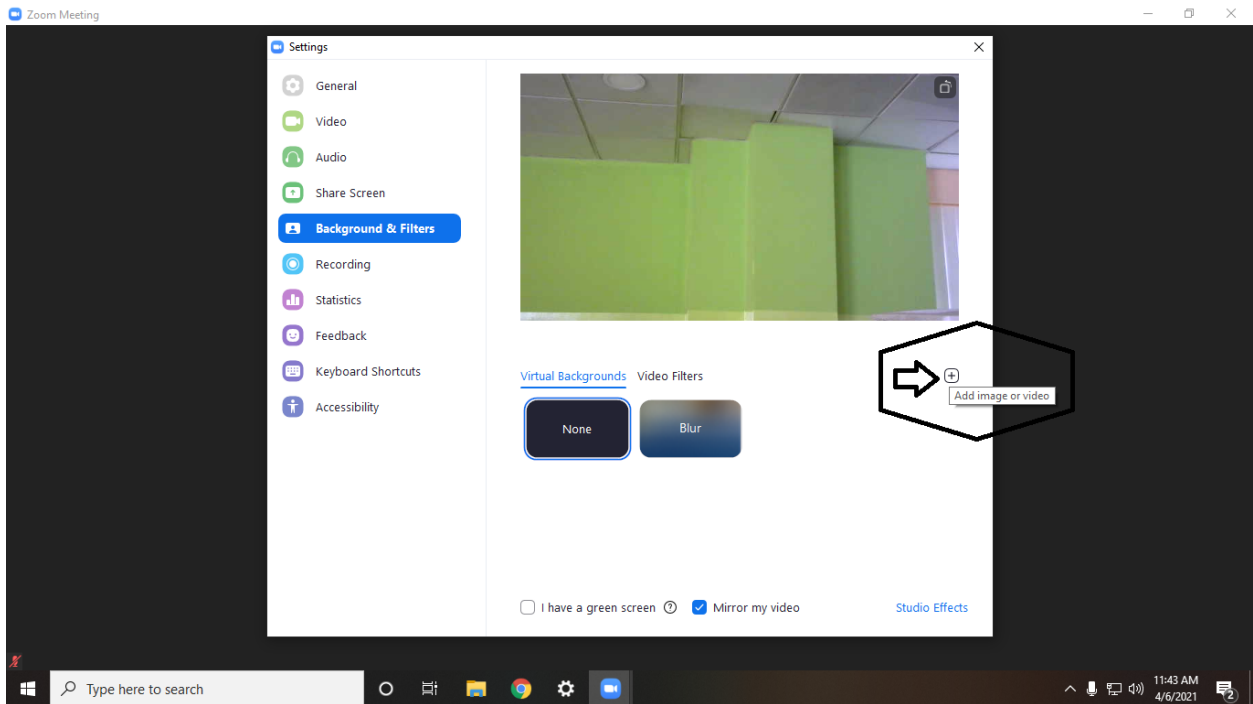
Select "Choose Virtual Background" option from the list.



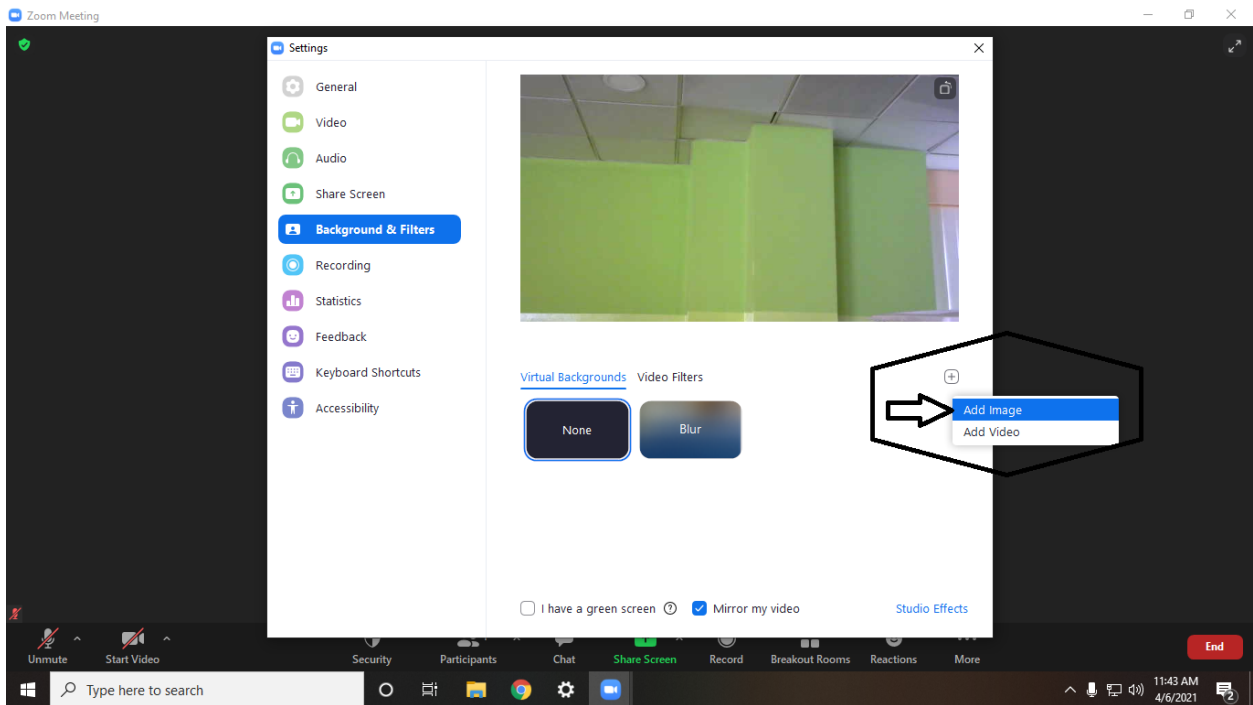
This type of window will appear when you click



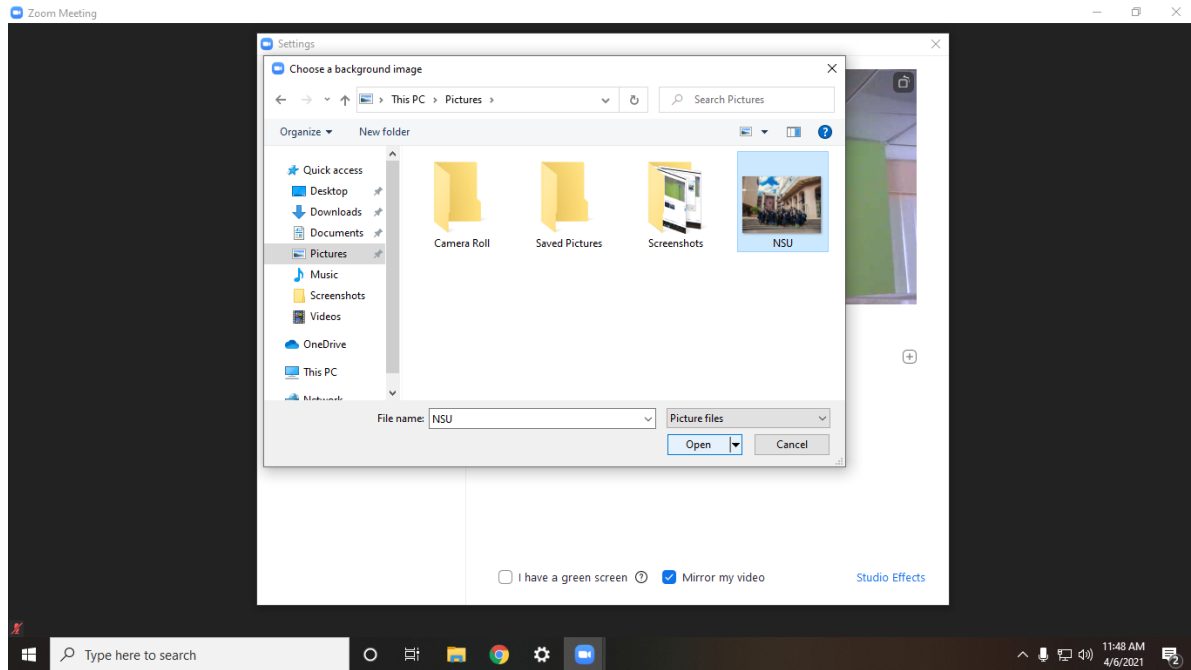
Click on the “+” button.



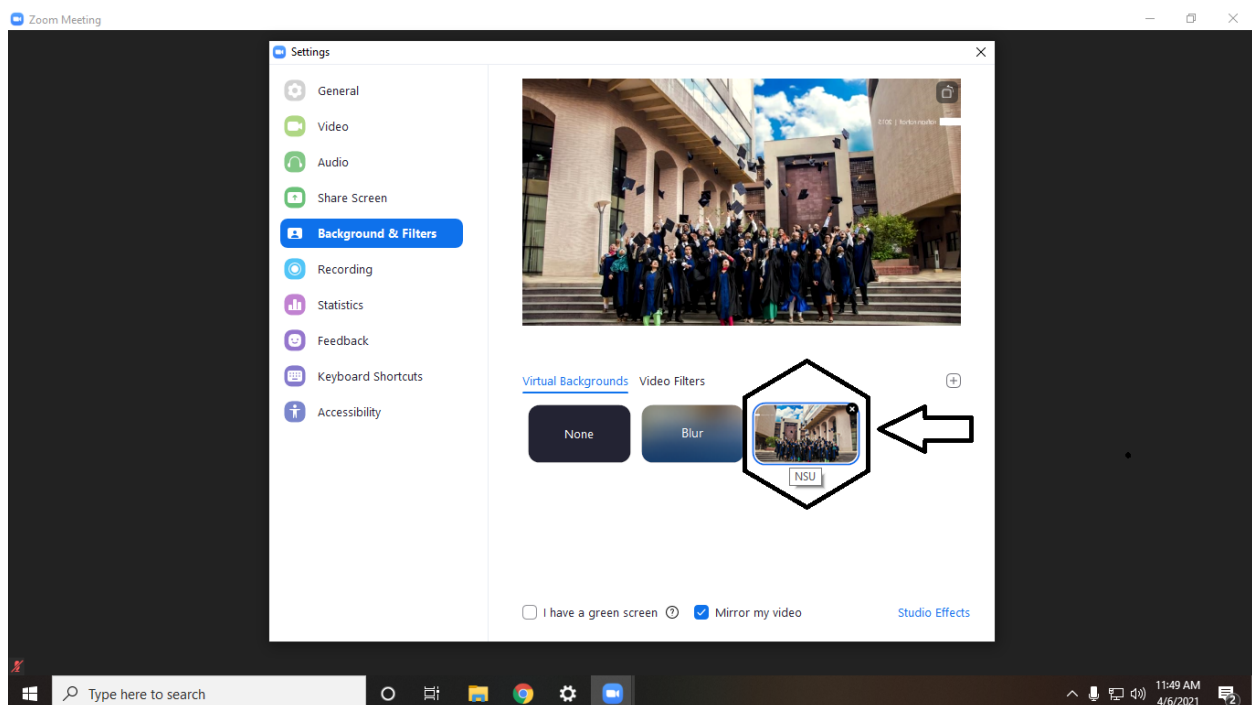
Click on the “Add Image” button.



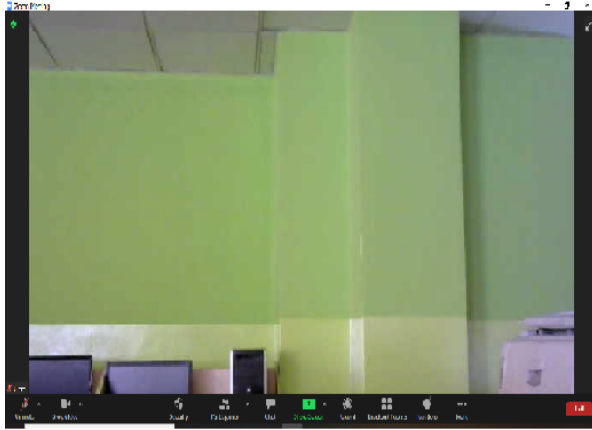
Now upload the Desired background image that you want to set as a Virtual Background.



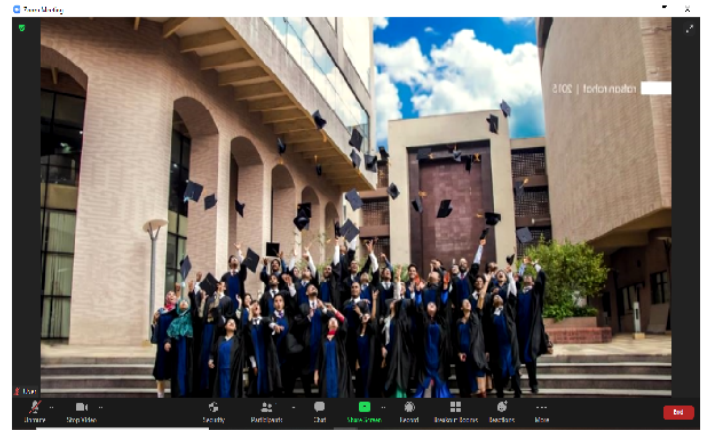
You can see the background image has changed.



So you can see here the background image after the change.



Before

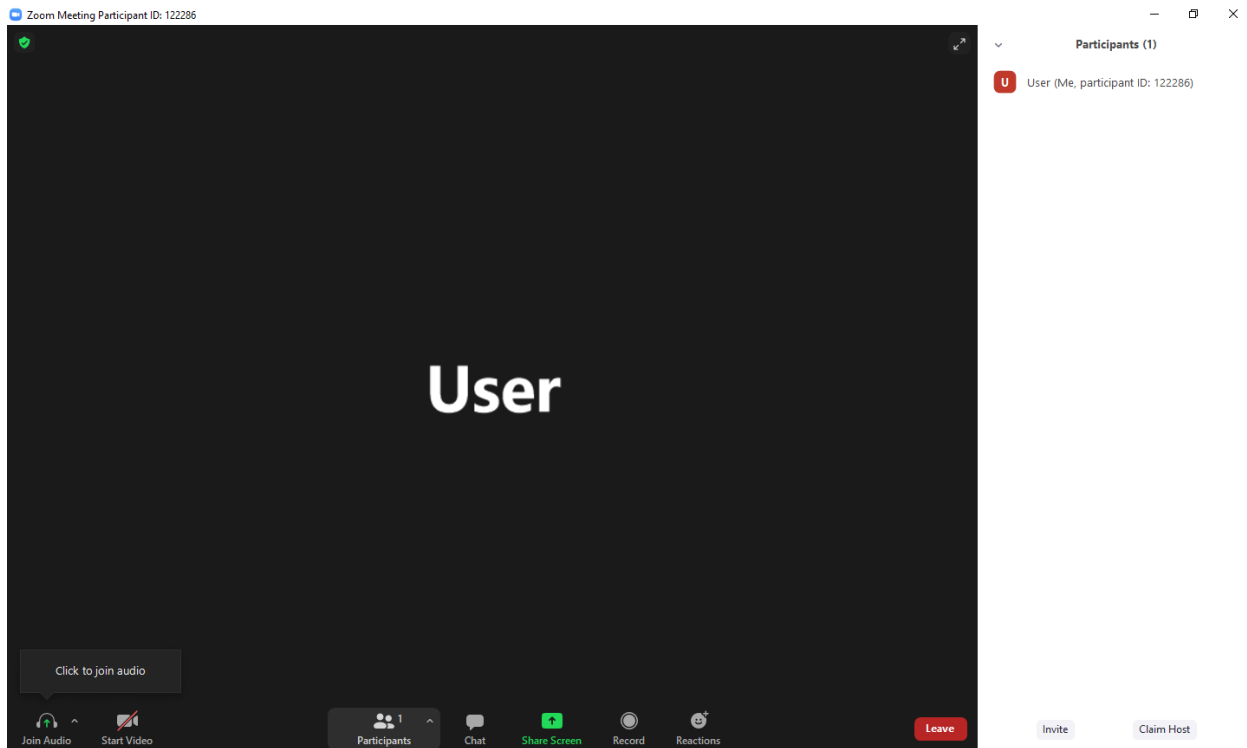


After

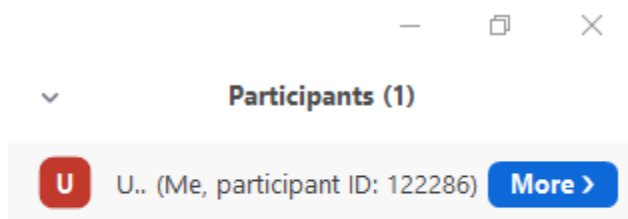
Thank You

Change Your Name during a Meeting via the Desktop Client

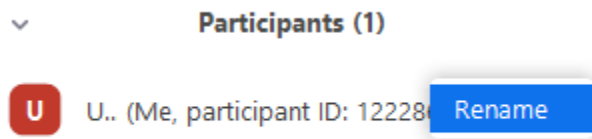
1. Assuming that you are already in a meeting, click on the **“Participants”** button at the bottom of the meeting window.



2. A list of all participants in the meeting should appear on the right side of the window.



3. Use your mouse and hover over your name, then click **“Rename.”**



4. You should see a text box containing your current name. Delete it and write a new one. Click **“OK”** to confirm.

