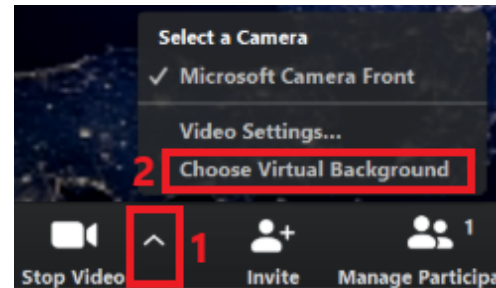


-- Using Virtual Backgrounds in Zoom --

Virtual backgrounds allow Zoom users to select an image from their computer to replace the physical background behind them. This background must be uploaded from your computer to the Zoom platform and then be selected as the background you wish to use.

ACCESSING VIRTUAL BACKGROUND SETTINGS

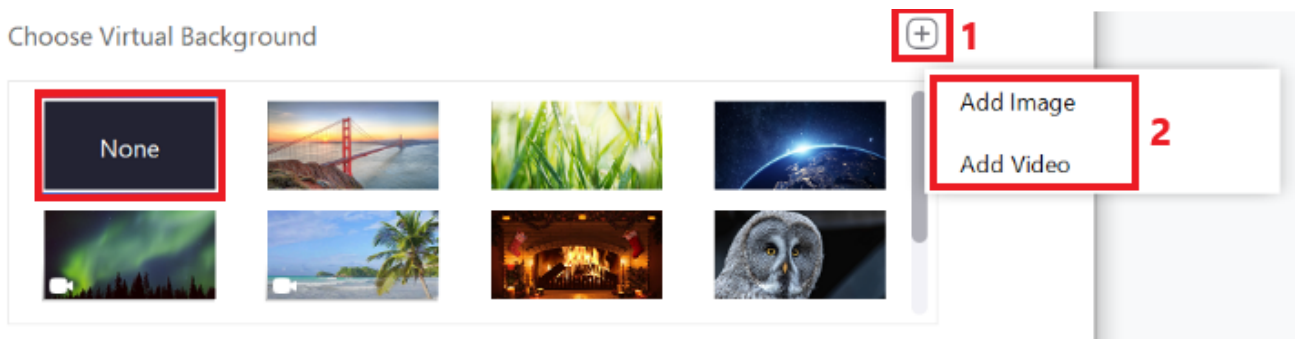
Within a Zoom meeting you can find the virtual background settings page by clicking on the **caret (^)** symbol to the right of Start/Stop Video and then selecting **Choose Virtual Background**.



ADDING A VIRTUAL BACKGROUND TO ZOOM

1. Open **Choose Virtual Background** window and select the small (+) icon.
2. Select **Add Image** or **Add Video** depending on what type of file you are using.

Choose Virtual Background



3. Choose the image or video by browsing the files on your computer and select **Open**. This will automatically make your chosen image or video your new virtual background.
4. Changing the background to another image can be done by clicking on another image or video you have uploaded to your backgrounds list. Turning off your virtual background completely can be done by selecting **None** in the backgrounds list.

Recommendations:

- A virtual background image with a minimum resolution of 1280 x 720 pixels is best. A virtual background video with a minimum resolution of 480 x 360 pixels and maximum of 1920 x 1080 pixels is best.
- To achieve the best virtual background effect, Zoom recommends using a solid color background, preferably green.
- Do not wear clothing that is the same color as the virtual background.

