

# Zoom Tips

## Virtual Background

\*\*\*CAN ONLY BE CHANGED IN THE DESKTOP APP\*\*\*

- 1) Open Zoom Desktop App, Click your profile in the top right corner, and click **Settings**.
- 2) On the menu to the left, click **Virtual Background**.
- 3) You will see a few default backgrounds. You can choose one of those by clicking on it, and it will automatically change the background. DO NOT CLICK GREEN SCREEN.
  - a) You can also upload your own image to use as a background by clicking on the + symbol next to where it says **Choose Virtual Background**.