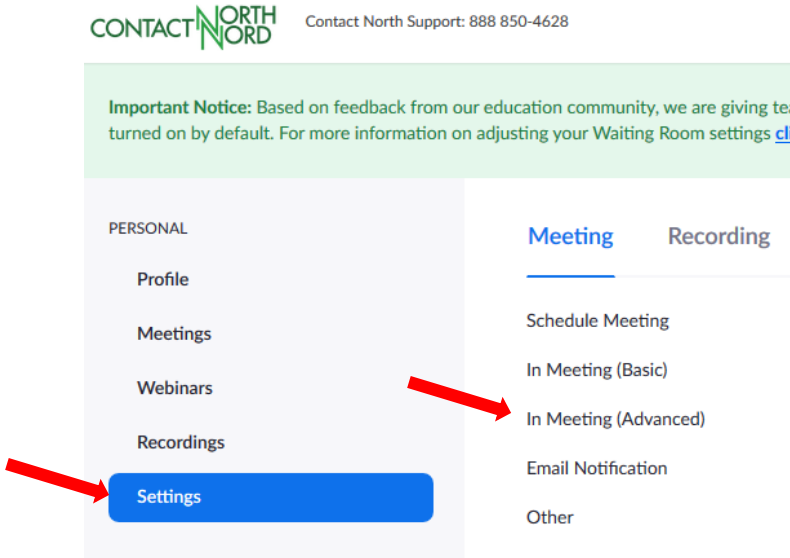


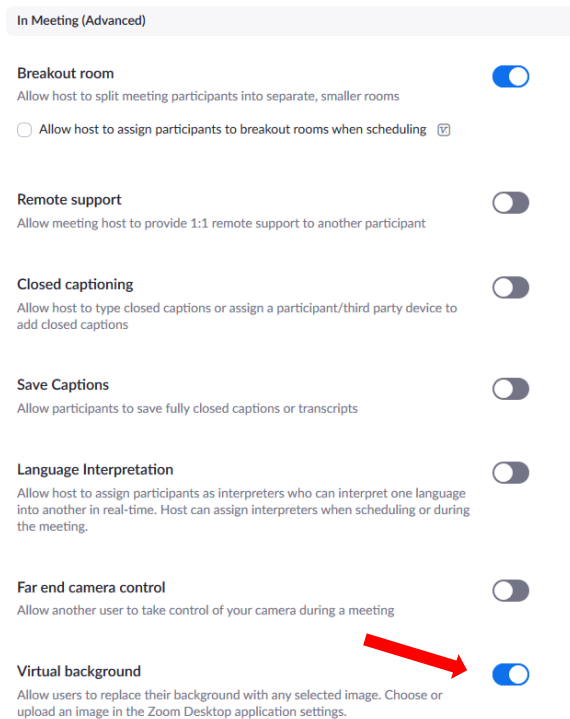
Zoom Virtual Background Set Up

A) To Activate Virtual Background (if it does not display in Zoom client)

1. Go to <https://contactnorth.zoom.us/> and click on **Sign In**.
2. Click on **Settings** in the left hand menu. Click on **In Meeting (Advanced)**.



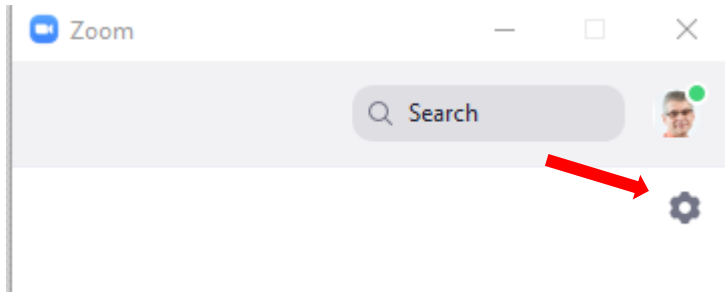
3. Scroll down to **Virtual background** and activate it as below.



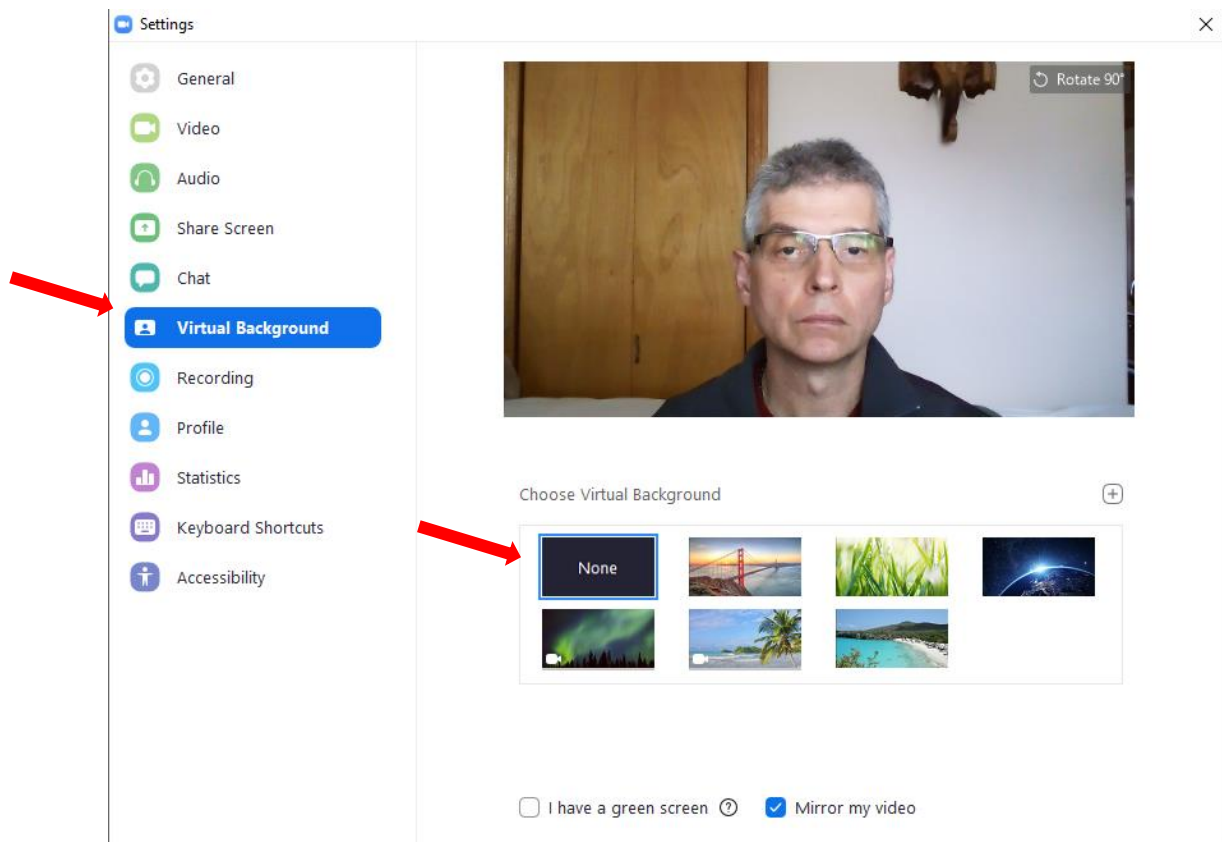
4. Close your web browser.

B) To Select a Virtual Background in the Zoom Client

1. Open the **Zoom client** and log in if you don't have it set to automatically log in.
2. Click on the **Setting** icon.

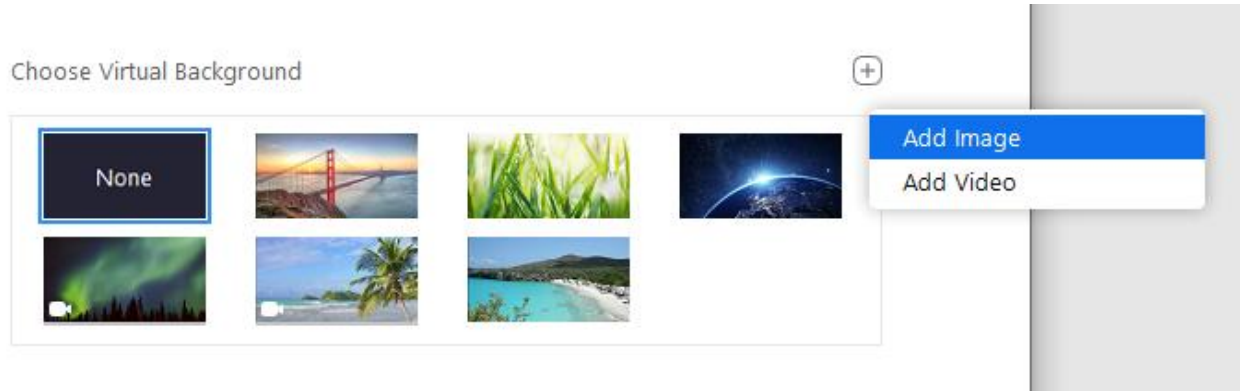


3. Click on **Virtual Background** in the left hand menu.

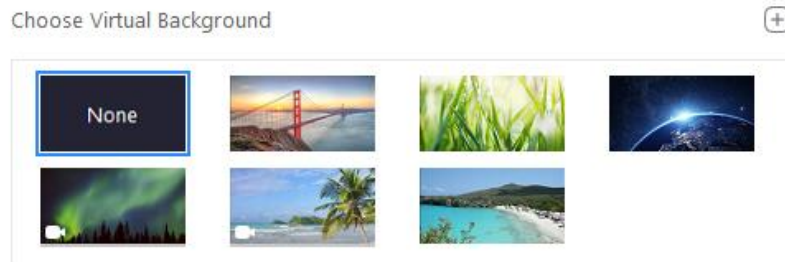


4. The default will be set to none. Click on any of the pictures to add as a virtual background. It will install the package if this is the first time you have selected any of the background.

5. To add your own image, click on the **Plus Sign** and **Add Image**. Follow the directions




6. Without a checkmark in **Mirror my video**, writing will appear properly in the video.






- I have a green screen  Mirror my video

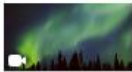


7. With a checkmark in **Mirror my video**, writing will appear backwards in the video.



The screenshot shows a video call window. A man with glasses is holding a green book. The text on the book, 'CRYSTALS', is mirrored (reversed). In the top right corner of the video window, there is a 'Rotate 90°' button. Below the video window is a 'Choose Virtual Background' section with a grid of background options: 'None', Golden Gate Bridge, grass, Earth from space, Aurora Borealis, beach, and a tropical island. At the bottom, there are two checkboxes: 'I have a green screen' (unchecked) and 'Mirror my video' (checked). A red arrow points to the 'Mirror my video' checkbox.

Choose Virtual Background +

None   

I have a green screen ? Mirror my video