

MY BELOVED SPRINGFIELD



As a way to make this event more interactive, we have created an assortment of virtual backgrounds for participants to choose from. This is optional, but we ask that you pick a background that you like and use it during the event.

ZOOM BACKGROUND INSTRUCTIONS

Here are some instructions on how to enable and upload your own virtual backgrounds in Zoom. If you need further assistance, please visit [zoom support](#):

Enable Background For Your Own Use:

1. Sign in to the Zoom web portal.
2. In the navigation menu, click **Settings**.
3. In the Meeting tab, navigate to the Virtual Background option (under the In Meeting (Advanced) section) and verify that the setting is enabled.

Upload and Use Backgrounds:

1. Sign into the Zoom desktop client/application.
2. Click your profile picture, then click **Settings**.
3. Select Virtual Background.
Note: If you do not have the Virtual Background tab and you have enabled it on the web portal, sign out of the Zoom Desktop Client and sign in again.
4. Click on an image to select the desired virtual background or add your own image by clicking + and choosing if you want to upload an image or a video.
5. From there, your background should be displayed while your camera is on in your meeting.

Change Background While in a Meeting:

1. In a Zoom meeting, click the upward arrow (^) next to Start/Stop Video.
2. Click Choose Virtual Background. This will bring up the video settings tab where you can turn off your background and change it as you please.