ZOOM BACKGROUND INSTRUCTIONS

The following is a tutorial on how to access and use our Zoom backgrounds.

Access Zoom Backgrounds

- 1. Click this link: <u>https://photos.app.goo.gl/6wVPtHqXmbEiVSM2A</u>
- 2. The link will take you to our shared album



3. Choose any desired backgrounds by selecting:



4. To download, press the more options icon



5. Click on the downloaded file called *Photos.zip*



6. Unzip your file by dragging it over to your Desktop**

COTA_2 JPG File 108 KB No 109 KB 1% DBH_1 JPG File 126 KB No 127 KB 1%
DBH_1 JPG File 126 KB No 127 KB 1%
DBH_2 JPG File 167 KB No 167 KB 1%
Mihaylo_Night_2 JPG File 81 KB No 82 KB 2%

**note: There are multiple ways to unzip your files, #6 is one of the methods.

Apply Zoom Backgrounds

- 1. Log into your web portal at zoom.us by using your CSUF email.
- 2. On the left-side, click on Settings \rightarrow In Meeting (Advanced)



3. Make sure Virtual Background is toggled on.

Virtual background

Allow users to replace their background with any selected image. Choose or upload an image in the Zoom Desktop application settings.



4. Go to your Desktop App



5. Click on the settings icon



6. Virtual Backgrounds $\rightarrow \oplus \rightarrow Add$ Image

