This document outlines the structure of how to turn on a background for a meeting in Teams or Zoom.

Turning on a Background

Backgrounds can be a useful tool while in a meeting if you want to hide the setting you are in or have a consistent background for meeting. To turn on backgrounds, follow the steps outlined below for both Zoom and Teams.

Zoom

1. Join the meeting you are wanting to attend. (If you do not know how, follow the joining a zoom meeting guide.)
2. Select Join with Computer Audio.

3. In the bottom Left-hand corner, click on the arrow next to the *Start Video* camera.

4. From the pop-up menu, select 1   #   ˚   ˚   Y˚   ˚   Y˚   ˚