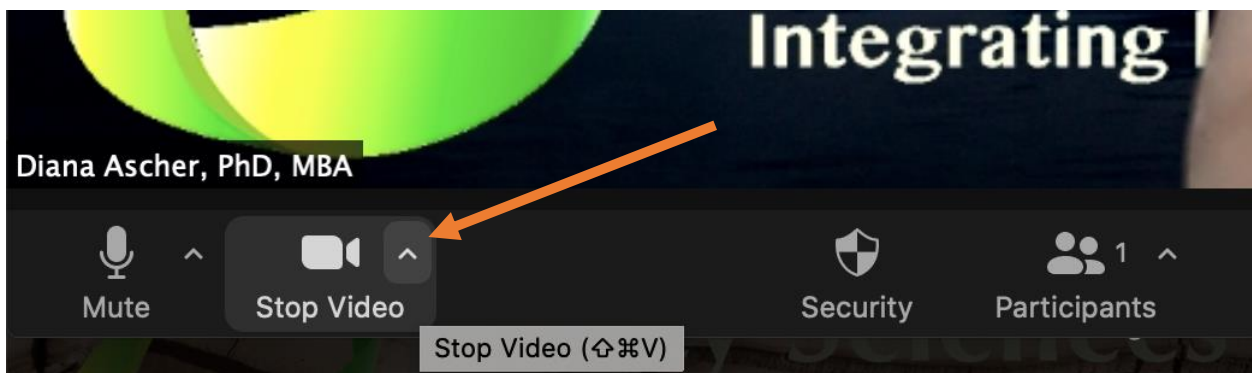


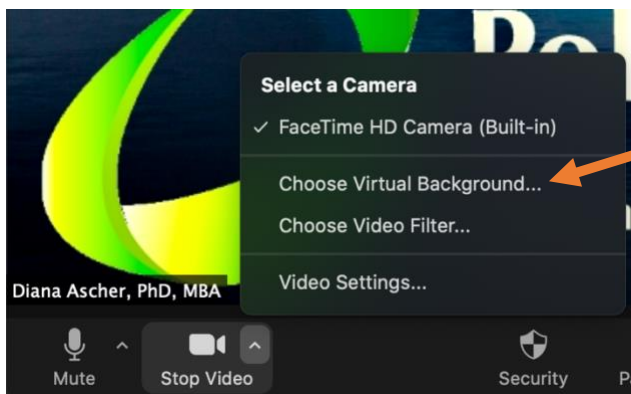
1. Visit <http://policysciences.org/zoom-backgrounds/>
2. Select an image
3. Right-click on the image, and select Save Image to “Downloads”



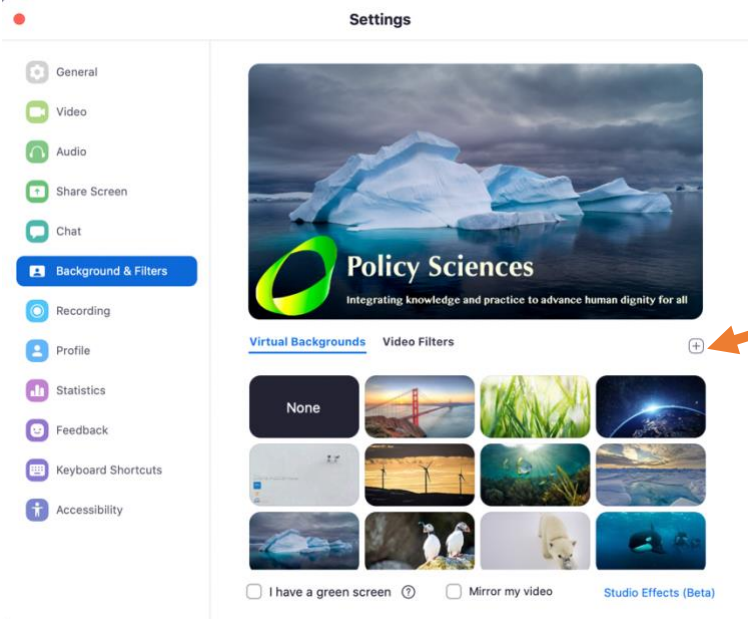
4. Return to Zoom
5. Locate the carrot (^) beside the Start/Stop Video option button at the bottom



6. Click the carrot (^)



7. Select Choose Virtual Background

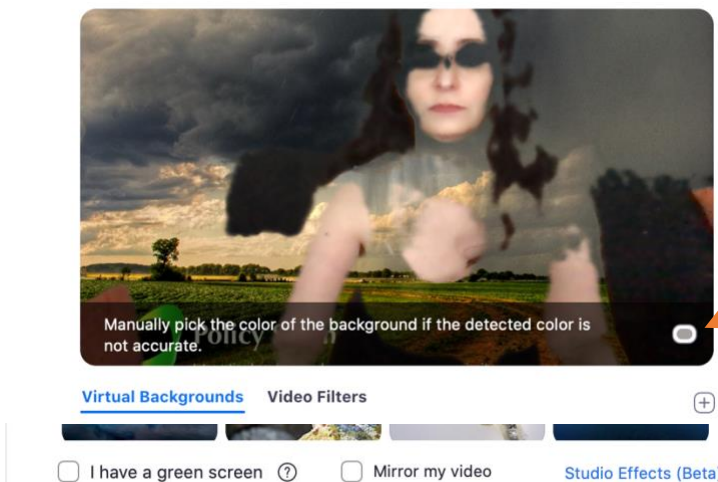


8. Click the + button



9. Select Add Image

10. Select the image from your Downloads folder that you just saved from the Policy Sciences website
11. What do you see? If you look great with your virtual background, you may exit the Setting panel and return to Zoom. If, however, you see something like this:



try clicking on the “I have a green screen” option. If that doesn’t help, try to pick the background color manually by clicking on the little gray button at the bottom-right.