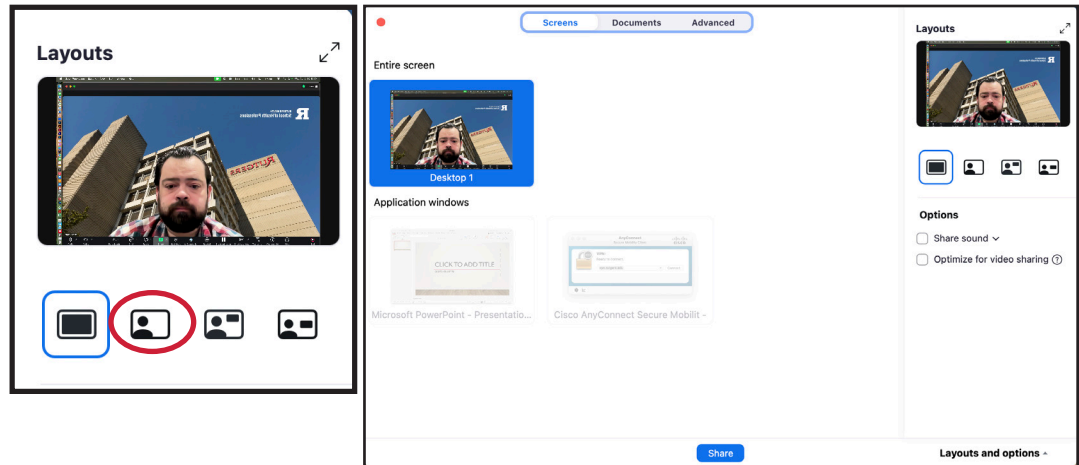


PowerPoints as Virtual Backgrounds

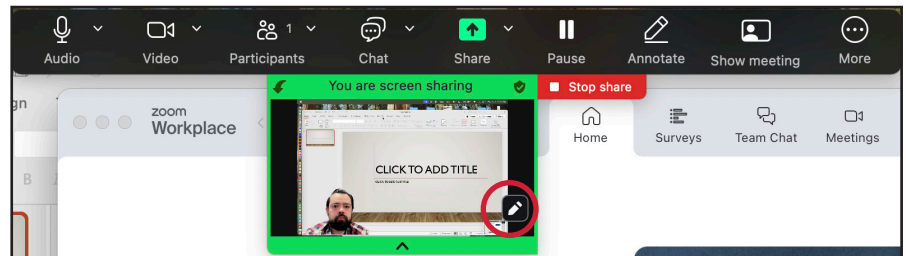
Zoom has a feature that allows you to set a PowerPoint as your virtual background. This allows you to appear in the same window as your presentation.

Instructions

1. In a Zoom meeting, click on “Share Screen” on the bottom toolbar. On the right side of the window, select the second from the right option, then share the PowerPoint.



2. The Zoom toolbar will appear on the top of the screen. Select the field labeled “You are screen sharing” in the middle of the toolbar, then click the small pencil icon in that window.



3. In the window that opens up, you can move and resize your camera footage to any part of the screen usign the blue box surrounding it. After it's moved to where you want, click “Share”.
4. Start Presenter view and begin the presentation.
5. At any time, you can click on “You are screen sharing” and preview what is being shared to others in the meeting (and the recording, if any).

