Zoom Features: Adding a Background

Ankit Shah - 2024-06-14 - Zoom

Changing your Virtual Background image

FAU Branded Backgrounds attached for download

How to enable Virtual Background

There are a few ways to get started with Virtual Background features. You can enable virtual backgrounds during video conferencing on the account, group, and individual user level.

Note: Users must sign out of the Zoom desktop client and sign back in for Virtual Backgrounds to take effect.

Account

To enable the Virtual Background feature for all users in the account:

1. Sign in to the Zoom web portal as an administrator with permission to edit account settings.
2. In the navigation menu, click **Account Management** then **Account 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.
   Note: If the setting is disabled, click the toggle to enable it. If a verification dialog displays, choose **Turn On** to verify the change.
4. (Optional) If you want to make this setting mandatory for all users in your account, click the lock icon, and then click **Lock** to confirm the setting.
5. (Optional) Check **Allow use of videos for virtual backgrounds** then **Save** to confirm the change, to grant your users access to video virtual backgrounds.
6. (Optional) Check **Allow users to upload custom backgrounds** then **Save** to confirm the change, to grant your users access to upload their own virtual backgrounds in addition to the backgrounds currently uploaded.
7. (Optional) Click **Manage virtual background** to upload default background images available for users.
   Note: Users must have client/app version 5.1.1 or higher to see the background images you upload.
8. (Optional) Check **Require users to always use virtual background** then **Save** to confirm the change.
9. (Optional) Check **Reset virtual backgrounds to default for users after each meeting** to reset any virtual background, selected by the admin, for users after any Zoom meeting. When a user changes their pre-approved virtual background for a specific meeting, their background will automatically reset back to the default after the meeting.

User

To enable the Virtual Background feature 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.
   Notes:

   - If the setting is disabled, click the status toggle to enable it. If a verification dialog displays, choose **Turn On** to verify the change.

   - If the option is grayed out, it has been locked at either the group or account level, and you will need to contact your Zoom administrator.

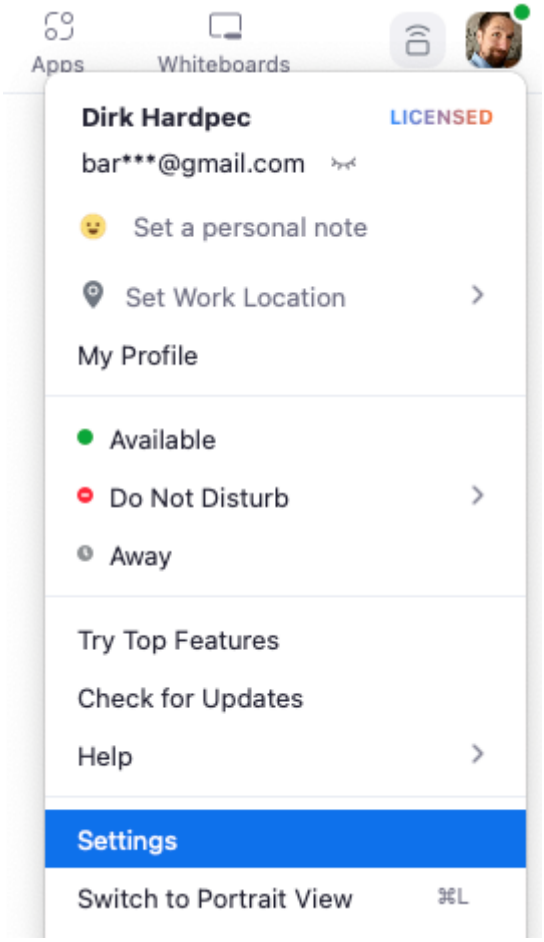
How to apply a Virtual Background

Changing the Virtual Background on desktop

Windows | macOS

1. Sign in to the Zoom desktop client.

2. Click your profile picture, then click  **Settings**.

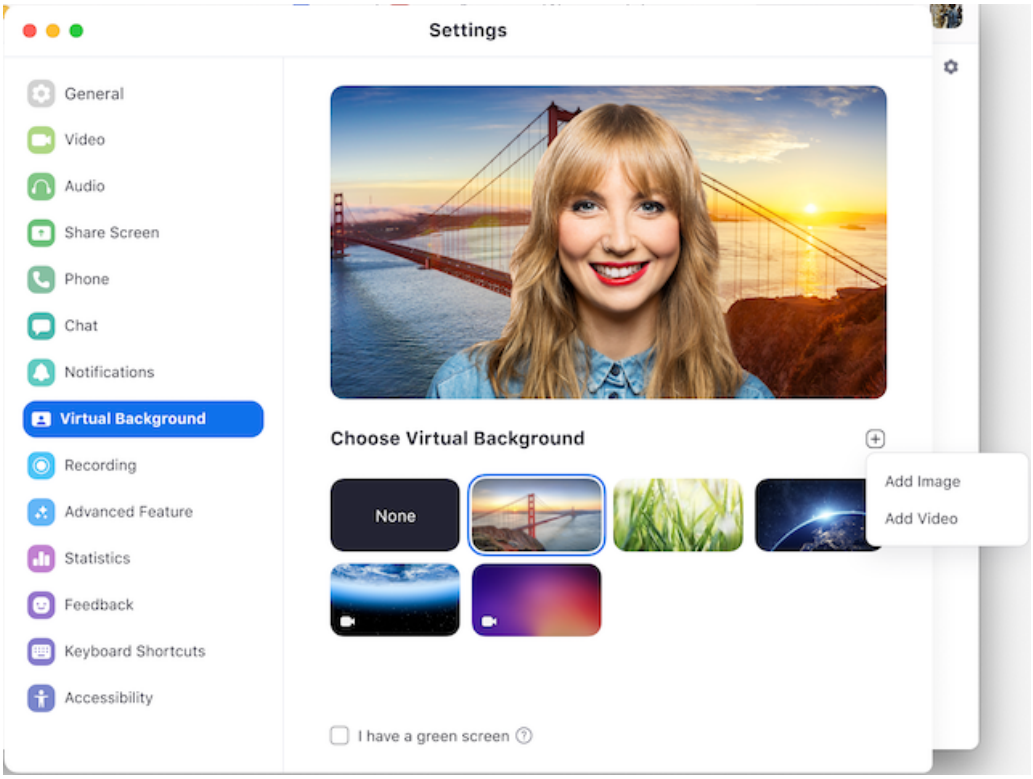


3. Select **Backgrounds & Filters** .**Note**: If you do not have the **Virtual Background** tab and you have enabled it on the web portal, sign out of the Zoom desktop client and sign in again.

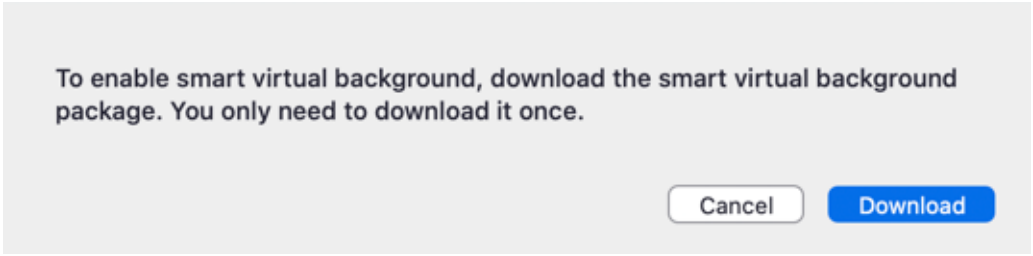
4. Check **I have a green screen** if you have a physical green screen set up. You can then click on your video to select the correct color for the green screen.

5. Click on an image or video to select the desired virtual background.

6. (Optional) Add your own image by clicking and choosing if you want to upload an image or a video.



If prompted, click **Download** to download the package for virtual background without a green screen.



Notes:

- To disable Virtual Background, open the virtual background options again and choose the option **None**.
- Ensure that you are using a solid background color when **I have a green screen** is checked.
- After you select an option, that virtual background will be used for your future meetings.
- For more information about the **Blur** option, please refer to the Blurred background article.
- If your account admin set a default virtual background, they can also enabled it to reset back to the default if you changed your virtual background during a meeting.

Troubleshooting Virtual Background issues

If you are experiencing issues with Virtual Background, try the following troubleshooting tips:

- If you do not have the Virtual Background tab in your desktop client settings after enabling it, sign out of the client, sign back in again, and check the settings again.
- Manually pick the background color to ensure the correct color is selected. This option is only available

after you click an image and have **I have a green screen** selected.



Click the color selector box and the virtual background will disappear temporarily, so that you can click on the color in your background that you want to replace with the virtual background. Zoom will automatically make a best guess as to which color should be replaced, but sometimes there are too many choices to accurately guess the correct one. This is why sometimes the virtual background will cover some of your face, as the color it selected was too close to your own skin tone.

- Ensure that the background is a solid color with minimal shadows. Also, ensure the background is uniform in lighting. A 3-point lighting setup is ideal.
- Ensure that your green screen color does not match your shirt, hair, or eye color.
- Black bars on the sides of your video when virtual background is enabled? Ensure that HD video is enabled in your Video settings.
- If you are using VDI, some plugins do not support virtual backgrounds and less powerful thin client machines may also be unable to support the feature. Support for additional VDI platforms is in development and customers should check with their sales representative for updates.

- Tags
- Zoom

Attachments

- fau-background-banyan-tree.jpg (495.45 KB)
- fau-background-breezeway.jpg (300.15 KB)
- fau-background-logo.jpg (154.60 KB)
- fau-background-night.jpg (257.85 KB)
- fau-background-palm-trees.jpg (52.80 KB)
- fau-background-red-blue.jpg (16.69 KB)