

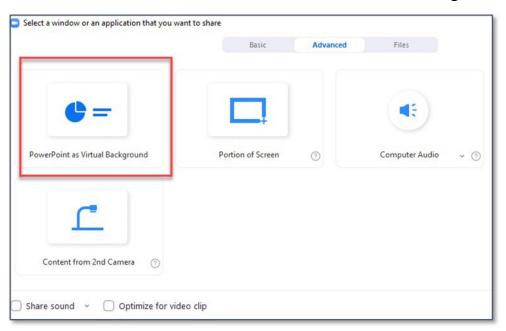
Using PowerPoint Slides as a Zoom Virtual Background (May 27, 2022)

Sure, you can show PowerPoint slides while you are presenting in Zoom, but wouldn't it be wonderful if you could have them show as your virtual background in Zoom?

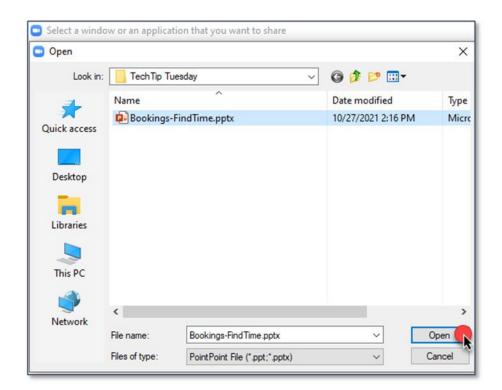
To share a PowerPoint presentation as your background, click the **Share Screen** button in your Zoom meeting controls.



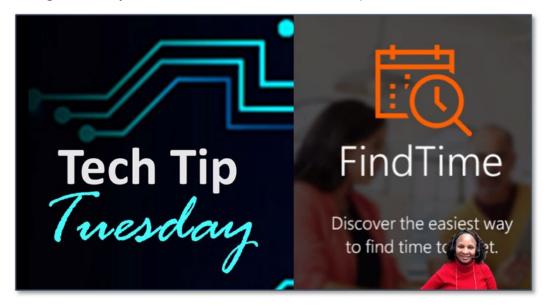
Next, click Advanced, then select PowerPoint as Virtual Background.



Browse and select the PowerPoint presentation file, click **Open**.



After the presentation has been imported, the slides will be shown as your virtual background. If your video is enabled, it will be imposed over the slides.



You can manage your video and slides from the meeting controls.



To navigate through your slides, use the **next** and **previous** buttons.



To learn how to resize, move, or remove your video from slides, read this <u>tutorial</u> or watch this <u>video</u>. This weekly tech tip is brought to you by the <u>Instructional Technology Team</u>.