



## How to add a virtual background in Zoom (Smartphone/Tablet)

1. First save the **MSBC 250 Parking Spaces** background to your phone.
  - a. From your smartphone or tablet **touch this link** to go to the [MSBC Church website](#).
  - b. **Scroll down to find** the purple “We Need 250 Spaces” picture.
  - c. Touch and hold the picture for approximately 3 seconds.
  - d. Tap **Download image** (Android) or **Add to Photos** (iPhone). If running **iOS 12.4** or lower, tap **Save Image**.
2. Next **download and install the Zoom app** if you don't already have it installed.
3. **Launch the Zoom app and create an account**. If you already have an account **then sign in**.
4. Start a **New Meeting**. Make sure **video is on**.
5. **Touch the screen to show the More button** (three dots).
6. **Touch the More button** (three dots) and then **touch Virtual Background**.
7. **Scroll the pictures to see the + symbol and touch the +**.
8. **Touch the MSBC 250 Parking Spaces background picture** you downloaded to your phone in the first step.
9. Then **touch Close to save the change**.

## How to change Zoom profile picture (Smartphone/Tablet)

1. After completing the steps above you can **change your profile picture to use the MSBC 250 Parking Spaces background**. This can be useful if you choose not to turn on your video during the call but to still show your support for our parking need.
2. **Launch the Zoom app and sign in**.
3. **Touch Settings**. It is the icon that looks like a gear.
4. **Touch the screen where it shows your name and email address**.
5. **Touch Profile Photo** and **Choose Photo** (Android) or **Select from Photo Album** (iPhone).
6. **Scroll through your pictures and touch the MSBC 250 Parking Spaces background picture** you downloaded to your phone. \*For Android phones you can **Complete action using Gallery**.
7. **Size the image for your profile and touch Done**.
8. Then **touch the back arrow** and that will complete changing your profile picture.