

# KMA VIRTUAL ZOOM BACKGROUND

**KMA has created a custom Zoom virtual background that can be used during KMA Advocacy in Action Month for virtual meetings with legislators. To insert the KMA Custom Zoom Virtual Background, follow these steps:**

1. Make sure you have downloaded and saved the background file, available [here](#), to your computer.
2. Log into your Zoom account or launch the meeting in progress.
3. Make sure video is enabled and click on the (^) arrow on the "Stop Video" button.
4. Select "Choose Virtual Background..."
5. In the pop-up window that appears, you should see a preview of your screen, with a selection of available backgrounds below. On the right, click on the small (+) button that allows you to upload a photo or graphic. Click "Add Image."
6. Select the KMA Virtual Background from your files.
7. Once uploaded, select the KMA Virtual Background from the available options.
8. Close the window to return to the meeting. Your virtual background should appear behind you.

**For more detailed information and required software, a video tutorial from Zoom is available [here](#).**

