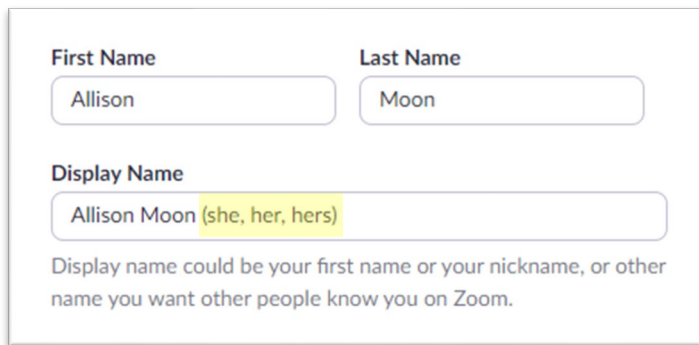


ADDING PRONOUNS TO ZOOM

Our personal gender pronouns can be a way in which we share part of our identity with others. By adding your pronouns to your Zoom display name, you help others use your correct pronouns and can display your understanding of using others' correct pronouns.

FROM THE DESKTOP APPLICATION

1. Open the Zoom application on your desktop and log in.
2. Select your profile icon in the top right corner and select "Settings" in the dropdown menu.
3. Select "Profile" on the left menu.
4. Select "Edit My Profile."
5. On your "Profile" tab, select "Edit" next to your name.
6. To add pronouns to your display name, add them to the end of your last name (example below).
7. Click "Save Changes" at the bottom of the page.



The screenshot shows the Zoom profile editing interface. It has two input fields at the top: 'First Name' with the text 'Allison' and 'Last Name' with the text 'Moon'. Below these is a 'Display Name' field containing 'Allison Moon (she, her, hers)'. The pronouns '(she, her, hers)' are highlighted in yellow. Below the 'Display Name' field is a small text note: 'Display name could be your first name or your nickname, or other name you want other people know you on Zoom.'

FROM THE WEB

1. Log in to Zoom at <https://zoom.us/signin> or through your organization's login page.
2. On your "Profile" tab, select "Edit" next to your name.
3. To add pronouns to your display name, add them to the end of your last name (example above).
4. Click "Save Changes" at the bottom of the page.

FROM A MOBILE DEVICE

1. Open the Zoom application on your mobile device and log in.
2. Select "Settings" in the bottom right corner.
3. Select your name and then select "Display Name."
4. To add pronouns to your display name, add them to the end of your last name (example above).
5. Click "Save Changes" in the top right corner.