



*Oktoberfest*  
**THE ORIGINAL**

**STEP-BY-STEP**  
TO YOUR PAULANER ZOOM BACKGROUND

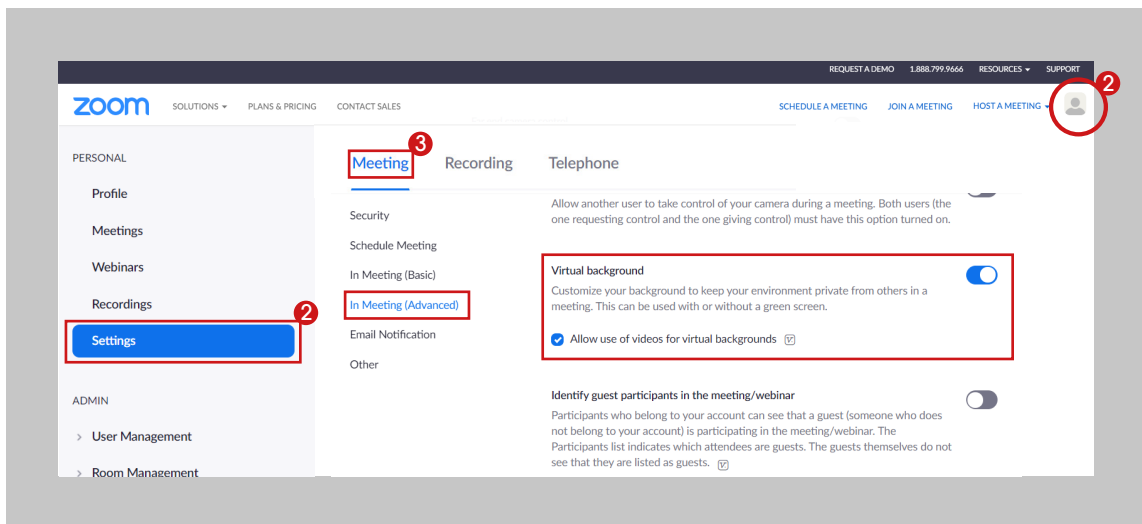


# PRE-SETTINGS

For the following steps a Zoom account is required.



- 1 Sign in to the Zoom web portal (<https://zoom.us/>) as an administrator with permission to edit account settings.

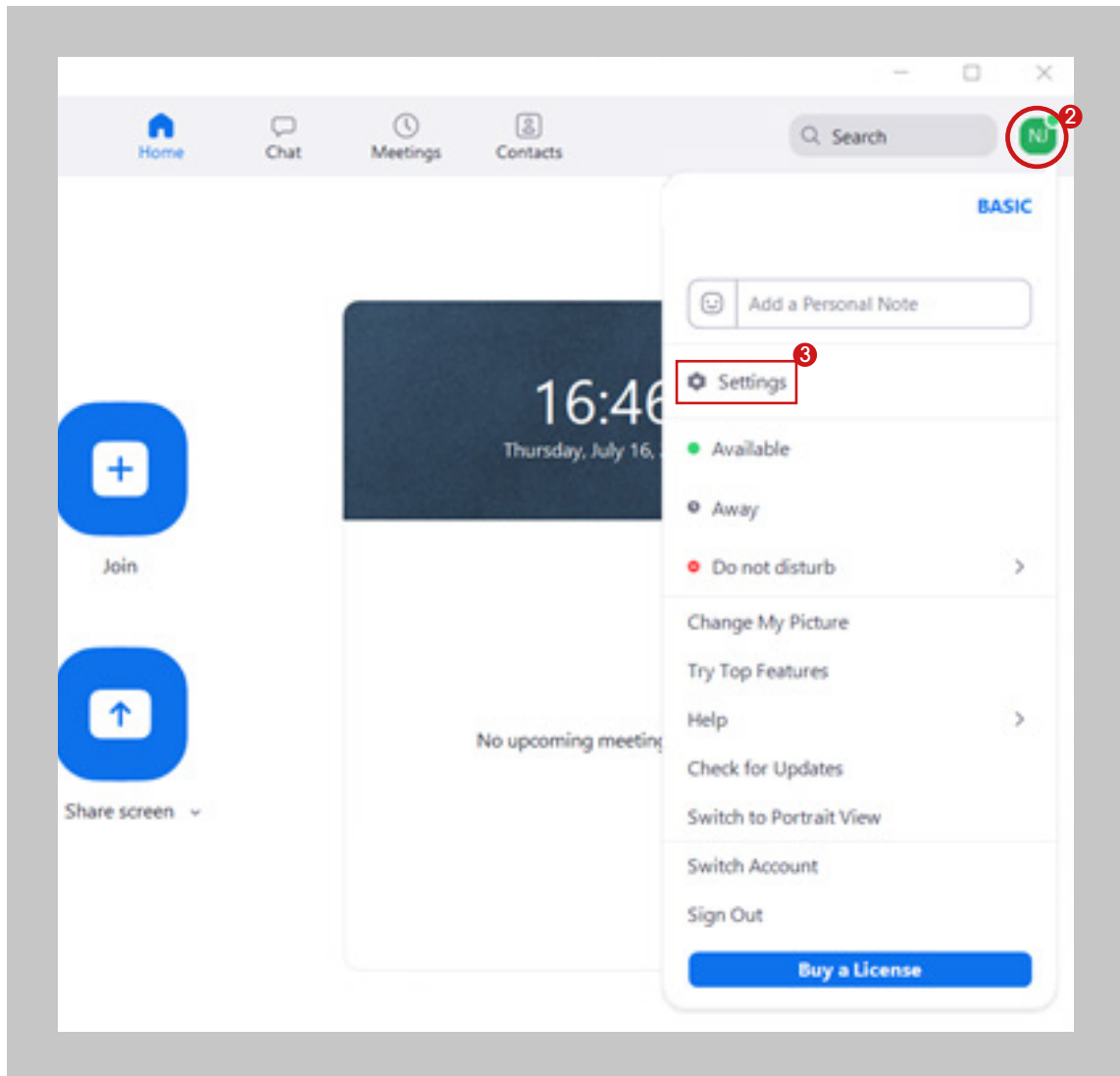


- 2 In the navigation menu, click Account Management then Account Settings.
- 3 In the Meeting tab, navigate to the Virtual Background option and verify that the setting is enabled.

**Note:** If the setting is disabled, click the toggle to enable it. If a verification dialog displays, choose Turn On to verify the change. Users must sign out of the Zoom Desktop Client and sign back in for Virtual Backgrounds to take affect.

- 4 Download your Paulaner Zoom Background for desktop from the website:  
[www.paulaner-oktoberfest.com](http://www.paulaner-oktoberfest.com)

# USING A VIRTUAL BACKGROUND VIA DESKTOP



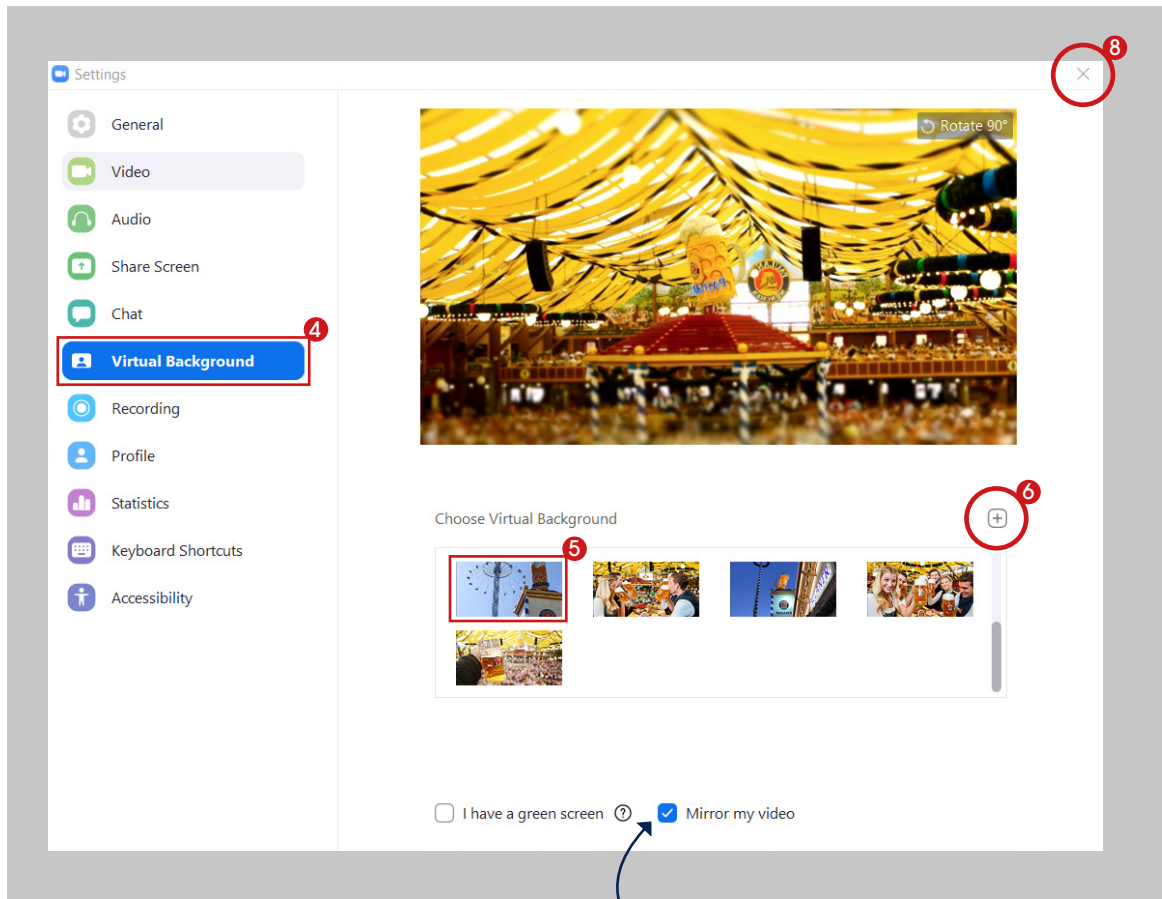
1 Sign in to the Zoom desktop client.

**Note:** The desktop client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here: <https://zoom.us/download>

2 Click your profile picture.

3 Then click Settings.

# USING A VIRTUAL BACKGROUND VIA DESKTOP



When selecting a background the picture you choose will be shown mirror-inverted. But other users will see it in the right way.

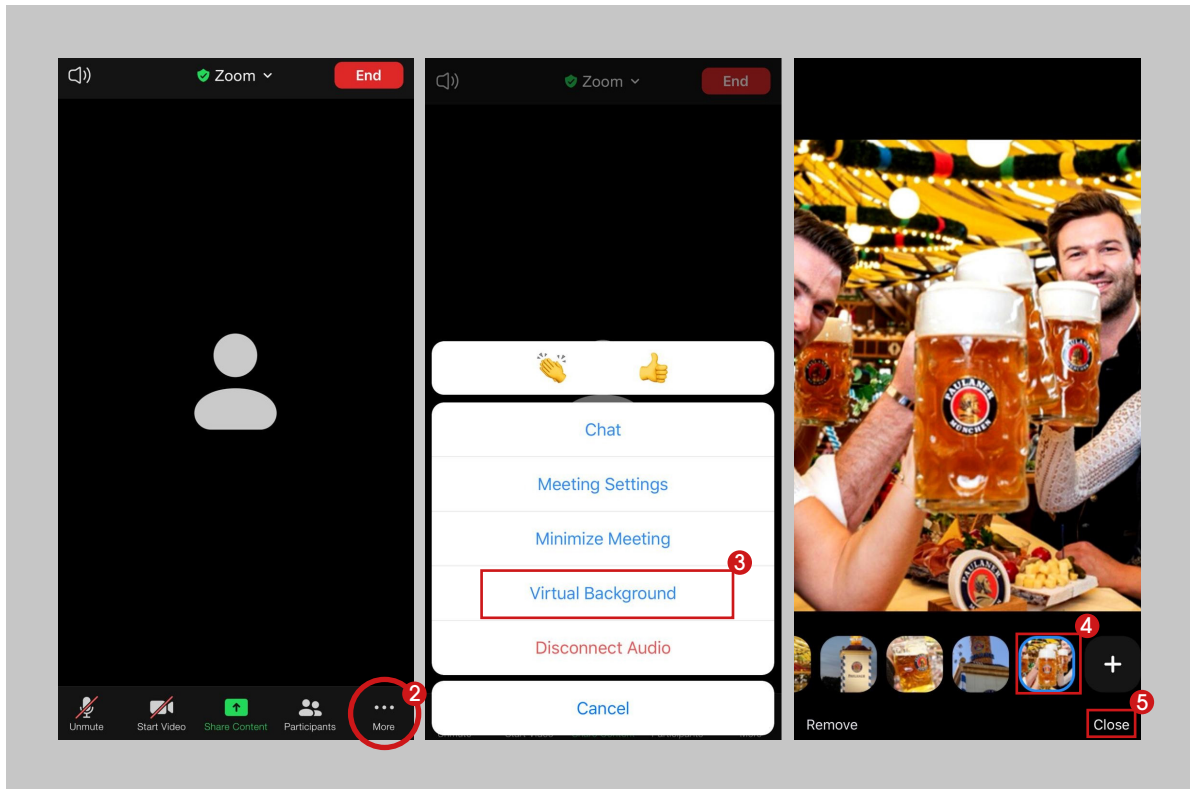
- 4 Select Virtual Background.

**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.

- 5 Click on an image to select the desired virtual background.
- 6 You can add your own image or video by clicking +
- 7 If prompted, click Download to download the package for virtual background without a green screen.
- 8 Close the window by clicking on X. You are all set for your next meeting. Make sure your video is on while in a meeting to see the virtual background.

**Note:** You can find video instructions for setting the backgrounds on the desktop here: <https://www.youtube.com/watch?v=3Zq-b51A3dA>

# USING A VIRTUAL BACKGROUND VIA MOBILE PHONE



**Note:** The background can only be changed if you are already participating in a meeting.

- 1 Download your Paulaner Zoom Background for mobile from the website: [www.paulaner-oktoberfest.com](http://www.paulaner-oktoberfest.com) and save the pictures on your phone.
- 2 While in a meeting click on "more".
- 3 Click on "Virtual Background".
- 4 Click on an image to select the desired virtual background.
- 5 Click on "close".

Make sure your video is on to see the virtual background.

**Have fun with your virtual Oktoberfest!**