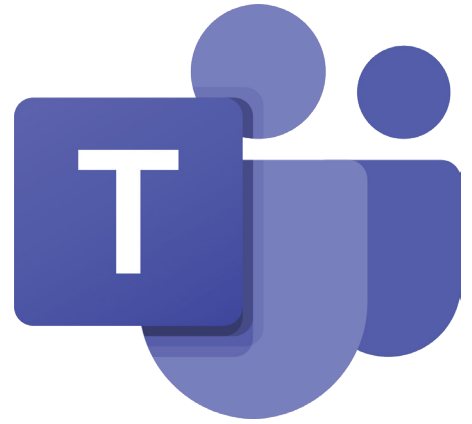# Show up how you want to show up



## Personalize your virtual background:

**1** Go to your Calendar tab

**2** Click on 'Meet now' to start a meeting with yourself

**3** Select ' Start meeting'

**4** In the pre-join screen, select 'Background filters'

**5** Select the background you'd like to use

**6** Click 'Join now' to use your chosen background

**Learn helpful tips and how to best adapt MS Teams to your needs!**
communications.vpfo.ubc.ca/ms-teams