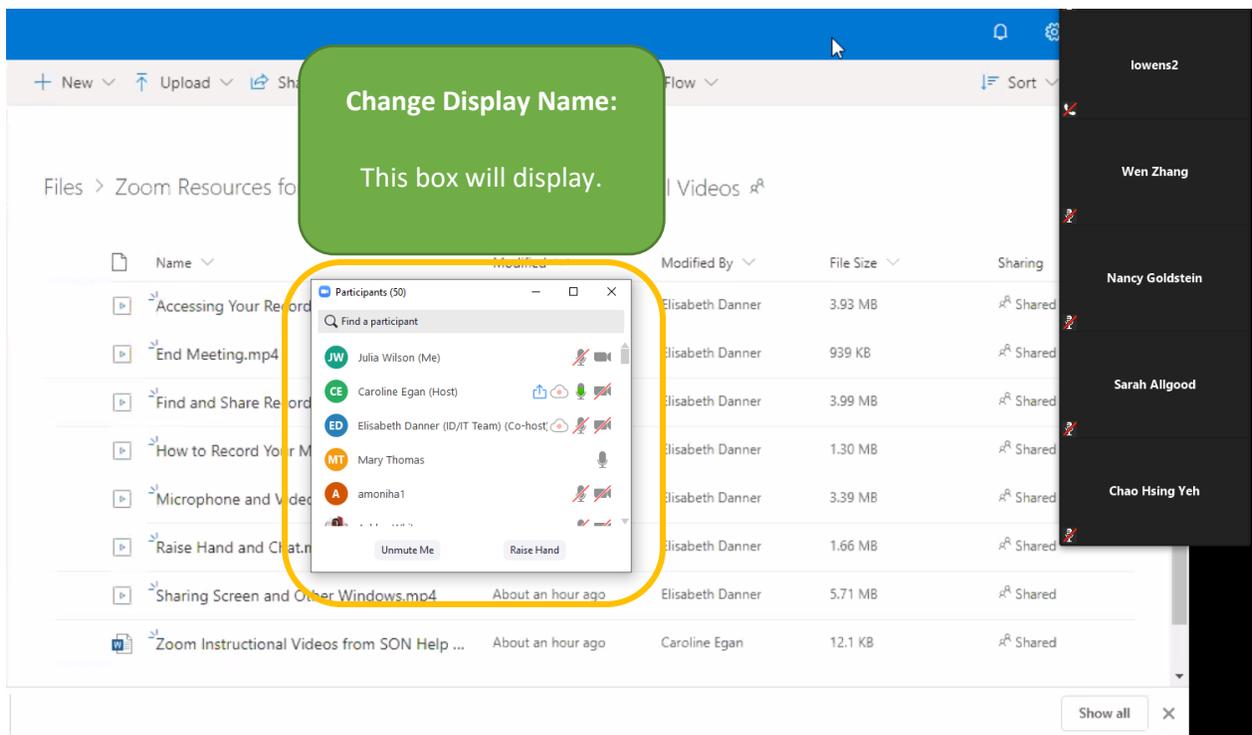
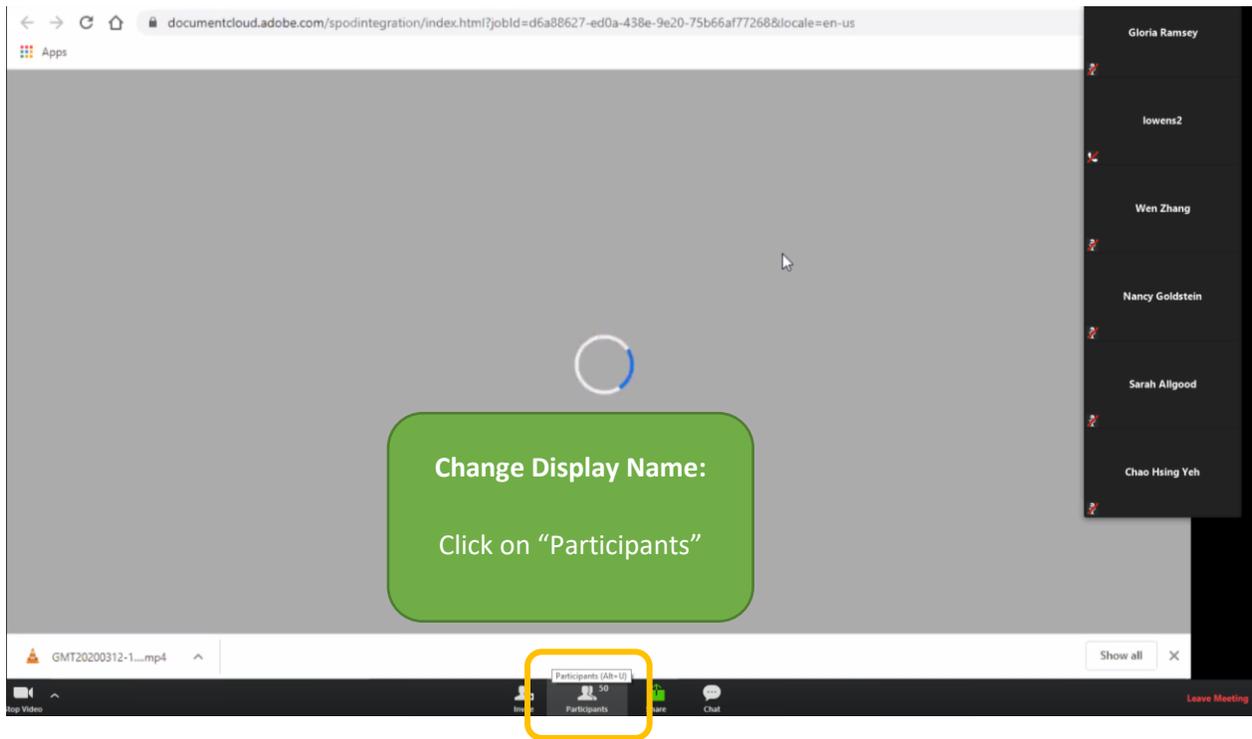


Changing Your Display Name in Zoom

It is nice to know who is online. With Zoom, the default is your JHED which is not always professional.



Change Display Name:
Hover over your name until the two blue boxes appear – “Unmute & Rename”
Click on “Rename”

The screenshot shows the Zoom interface with a list of recorded files. A 'Participants (50)' window is open, displaying a list of participants. The user 'Julia Wilson (Me)' is highlighted, and the 'Rename' button is circled in yellow. The background shows a list of files with columns for Name, Modified, Modified By, File Size, and Sharing.

Name	Modified	Modified By	File Size	Sharing
Accessing Your Recordings	About an hour ago	Elisabeth Danner	3.93 MB	Shared
End Meeting.mp4	About an hour ago	Elisabeth Danner	939 KB	Shared
Find and Share Recordings	About an hour ago	Elisabeth Danner	3.99 MB	Shared
How to Record Your Meeting	About an hour ago	Elisabeth Danner	1.30 MB	Shared
Microphone and Video	About an hour ago	Elisabeth Danner	3.39 MB	Shared
Raise Hand and Chat	About an hour ago	Elisabeth Danner	1.66 MB	Shared
Sharing Screen and Other Windows.mp4	About an hour ago	Elisabeth Danner	5.71 MB	Shared
Zoom Instructional Videos from SON Help ...	About an hour ago	Caroline Egan	12.1 KB	Shared

Change Display Name:
Type in your full First and Last Name.
Check the box to remember name.
Click “OK”

The screenshot shows the Zoom interface with the 'Rename' dialog box open. The dialog box prompts the user to 'Enter a new screen name:' and has a text input field containing 'Julia Wilson'. The checkbox 'Remember my name for future meetings' is checked. The 'OK' button is highlighted in yellow. The background shows the same list of recorded files as in the first screenshot.

Name	Modified	Modified By	File Size	Sharing
Accessing Your Recordings	About an hour ago	Elisabeth Danner	3.93 MB	Shared
End Meeting.mp4	About an hour ago	Elisabeth Danner	939 KB	Shared
Find and Share Recordings	About an hour ago	Elisabeth Danner	3.99 MB	Shared
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