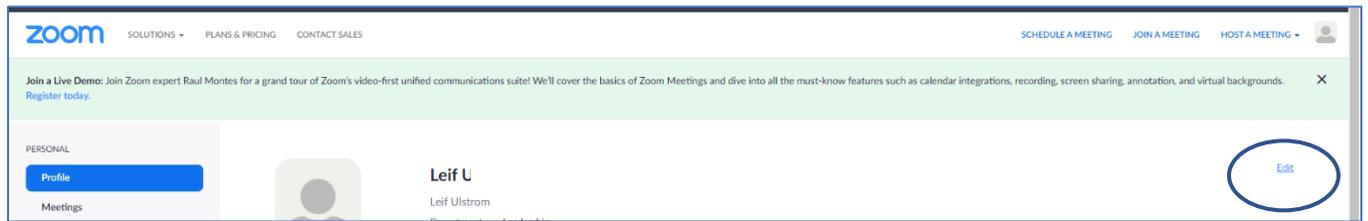
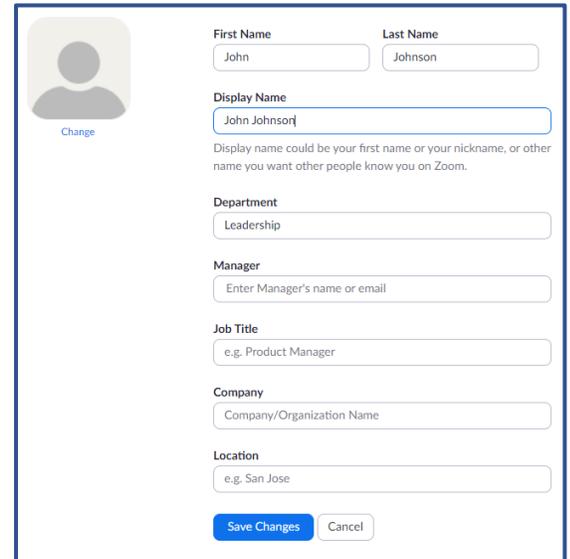


On the Zoom.com website:

1. Log into your personal account. In the profile section of the main page, select the “Edit” link.

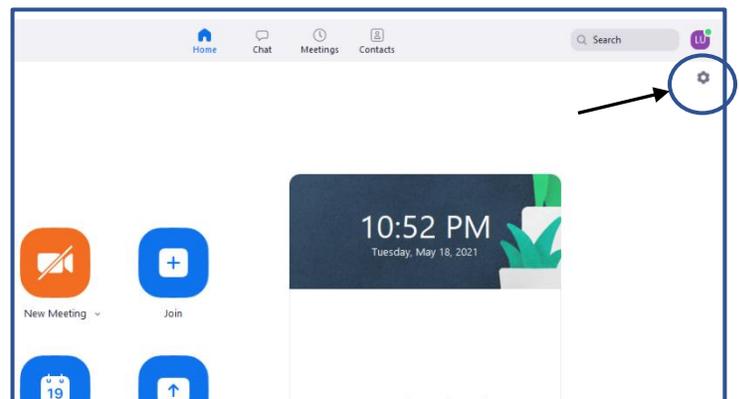


2. Update your first and last name, as well as your display name. This will be the name your provider will see in the Zoom wait room. When your edits are complete, select “Save Changes” on the bottom of the page.

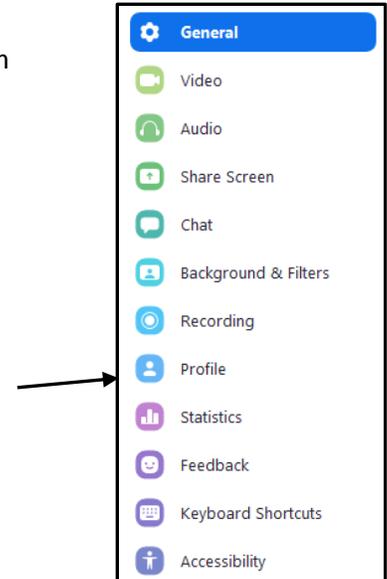
A screenshot of the Zoom profile edit form. The form includes fields for First Name (John), Last Name (Johnson), Display Name (John Johnson), Department (Leadership), Manager (Enter Manager's name or email), Job Title (e.g. Product Manager), Company (Company/Organization Name), and Location (e.g. San Jose). There are 'Save Changes' and 'Cancel' buttons at the bottom. A 'Change' link is visible next to the profile picture placeholder.

The Zoom App on your desktop computer:

1. Open the Zoom App. On the landing page, select the settings option in the upper right corner.

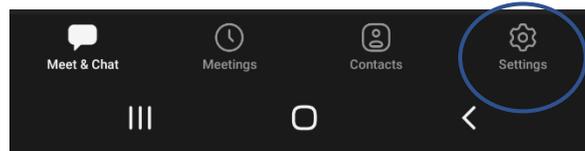


2. Select "Profile".
3. In the profile section, select "Edit my profile". This will open the Zoom website and allow you to update your information.

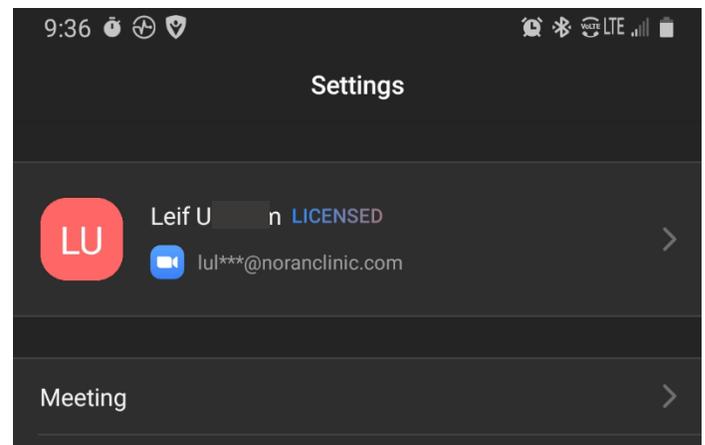


The Zoom App on an Android/iPhone

1. Select "Setting" from the options along the bottom of the screen.



2. In the settings menu, click your name to open the profile options.



3. In My Profile, select “Display Name”.
4. Update your information in the fields provided.

