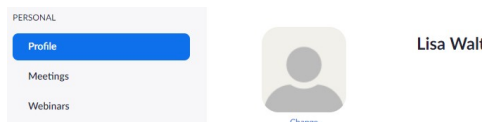


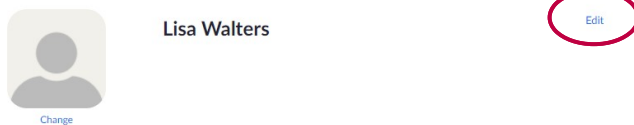
How to create an anonymity protected Zoom profile

You do not need to have a Zoom account to join an online AA meeting, but if you want to set up an account that doesn't show your last name, you can follow these instructions.

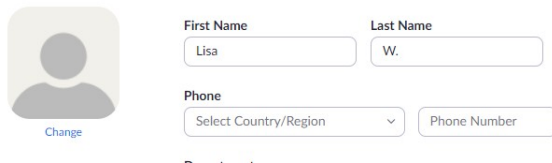
1. Request a free account at <https://www.zoom.us/signup>. Use the email address you will be using for attending meetings.
2. Log in to your new account and choose "Profile"



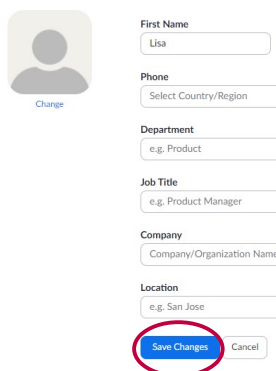
3. Choose "Edit" on the far right side of your name.



4. Change your name to show your first name and last initial.

A screenshot of the Zoom profile edit form. On the left is a placeholder profile picture with a "Change" link below it. The form has two columns: "First Name" with a text input containing "Lisa", and "Last Name" with a text input containing "W.". Below these are "Phone" fields: a dropdown menu for "Select Country/Region" and a text input for "Phone Number".

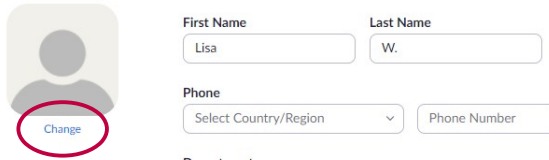
5. Click on "Save Changes" on the bottom right.

A screenshot of the Zoom profile edit form. On the left is a placeholder profile picture with a "Change" link below it. The form has several fields: "First Name" (text input with "Lisa"), "Phone" (dropdown for "Select Country/Region"), "Department" (text input with "e.g. Product"), "Job Title" (text input with "e.g. Product Manager"), "Company" (text input with "Company/Organization Name"), and "Location" (text input with "e.g. San Jose"). At the bottom, there are two buttons: "Save Changes" (highlighted with a red circle) and "Cancel".

To change your profile picture:

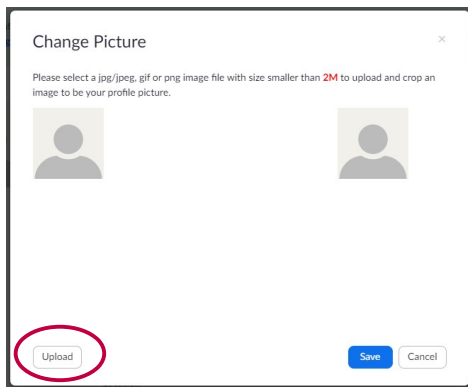
*Make sure you have a picture saved on your computer. (File must be smaller than 2 MB)

1. Click on “Change” next to the profile picture.



A user profile form with a profile picture placeholder on the left. Below the placeholder is a blue button labeled "Change" which is circled in red. To the right of the picture are input fields for "First Name" (containing "Lisa") and "Last Name" (containing "W."). Below these are fields for "Phone", including a dropdown for "Select Country/Region" and a "Phone Number" input field.

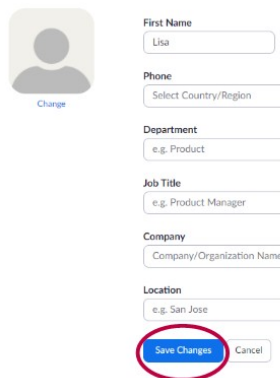
2. Click “Upload” and choose the file from your computer. You will be able to crop it to fit the profile picture area.



A "Change Picture" dialog box with a close button (X) in the top right. The text inside reads: "Please select a jpg/jpeg, gif or png image file with size smaller than 2M to upload and crop an image to be your profile picture." Below the text are two profile picture placeholders. At the bottom left is a blue "Upload" button circled in red. At the bottom right are "Save" and "Cancel" buttons.

3. Click on “Save”

4. Click on “Save Changes”



A user profile form with a profile picture placeholder on the left. Below the placeholder is a blue button labeled "Change". To the right are input fields for "First Name" (containing "Lisa"), "Phone" (with a "Select Country/Region" dropdown), "Department" (containing "e.g. Product"), "Job Title" (containing "e.g. Product Manager"), "Company" (containing "Company/Organization Name"), and "Location" (containing "e.g. San Jose"). At the bottom are "Save Changes" and "Cancel" buttons, with "Save Changes" circled in red.