 

**Change Your Background for a Teams Meeting**

If you want to change what appears behind you in your video, you can either [blur your background](https://www.microsoft.com/microsoft-365/microsoft-teams/background-blur?smc365=blur) or replace it entirely with any image you want.

Change your background before a meeting starts

While you are setting up your video and audio before joining a meeting, select **Background effects** . It is just to the right of the mic switch. Your background options will display on the right.

Choose **Blur** to blur your background. You will appear nice and clear while everything behind you is subtly concealed.

You can also replace your background with one of the images provided, or with one of your own choosing. To use an image of your own, choose **Add new** and then select one to upload from your computer. Make sure it is a .JPG, .PNG, or .BMP file.

Your new background will persist in all your meetings and calls until you change it again.

To turn off background effects, select   .

Change your background during a meeting

To alter your background after you have already joined a meeting, go to your meeting controls and select **More actions**  > **Show background effects**.

Select **Blur** to blur your background or choose from the available images to replace it. To upload an image of your own, select **Add new** and pick a .JPG, .PNG, or .BMP file from your computer.

To turn off background effects, select   .

You will be able to preview your chosen background to see how it looks before you apply it.

You can find corporate backgrounds at [**https://hants.sharepoint.com/sites/CN/SitePages/Corporate-Backgrounds-available-for-your-video-calls.aspx**](https://hants.sharepoint.com/sites/CN/SitePages/Corporate-Backgrounds-available-for-your-video-calls.aspx)