

How to Add Pronouns to your Zoom Name

This is a guide for anyone who wants to add pronouns to their Zoom name. This will change your display name for all meetings you are in.

Another option is to manually change your pronouns in your display name while in a Zoom meeting, and through this method, your pronouns will only remain displayed for the length of that meeting.

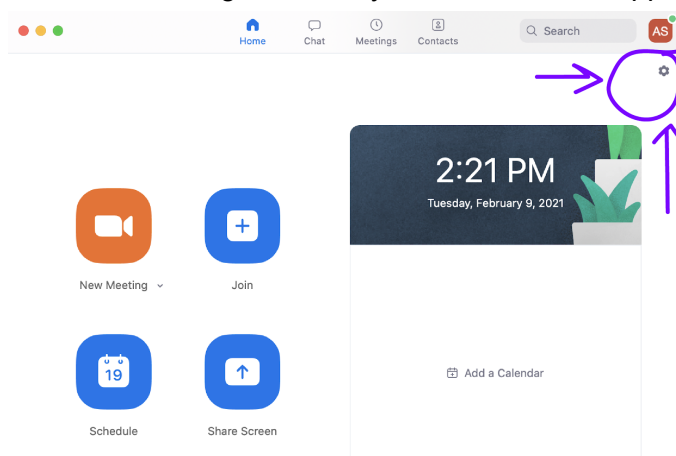
The steps below for changing your permanent display name on Zoom can also be used to change or remove your pronouns from your name, as well as change your name on Zoom.

Note: Placing your pronouns in your Zoom name can help create a sense of inclusivity within the classroom. It allows a person with pronouns outside of the gender binary (he/him or she/hers) a place where they can safely affirm their identity. Including your pronouns lessens the opportunities for a person to make an assumption around another person's pronouns, and use the correct one listed.

Sometimes a person might change their pronoun listing depending on their context, and that is totally okay. It might involve their personal comfort, sense of safety, etc. Adding or changing your pronouns on Zoom can be difficult due to a person's gender identity being fluid. Allow space for people to change and not to as well.

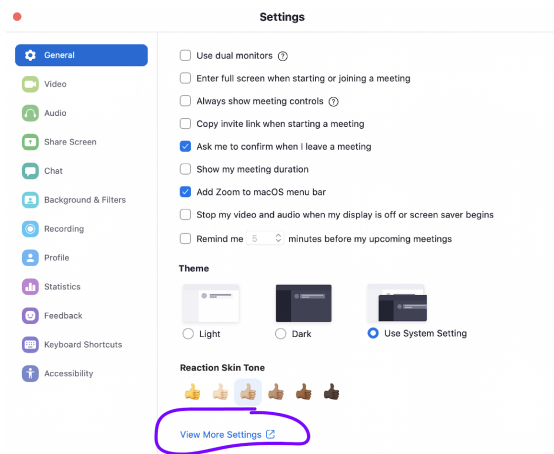
While adding pronouns to your Zoom name can be beneficial for your learning environment, remember above all that it is important to listen when people describe or introduce themselves, and to never make assumptions about another person's pronouns or gender identity.

1. Click the gear under your initials on the app's home screen.

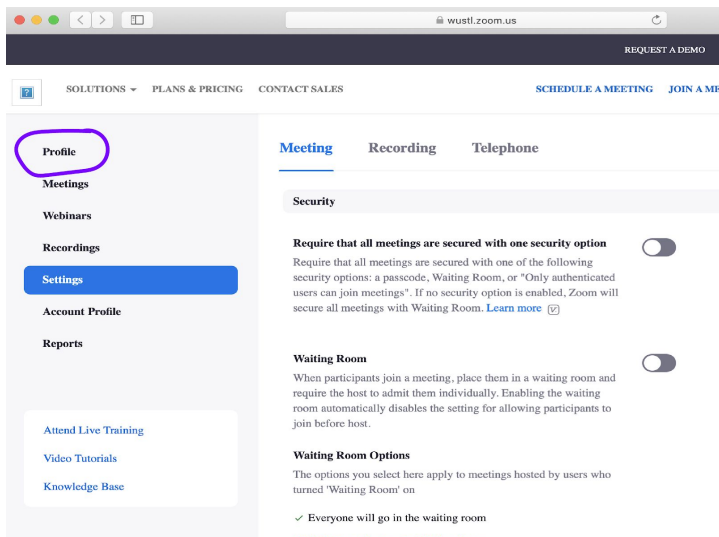


2. After clicking on the gear, the settings screen will pop up. Click on "View More Settings" at the bottom of the page. Your browser will open, and you will be asked to log in using

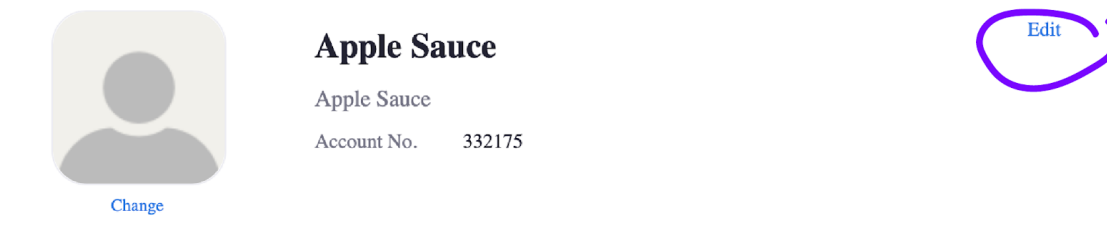
your WUSTL ID. (note: this settings page is also where you can change your “Reaction Skin Tone”).



3. Once logged in, click “Profile” on the sidebar on the left.



4. On the right side of your profile, click “Edit.”

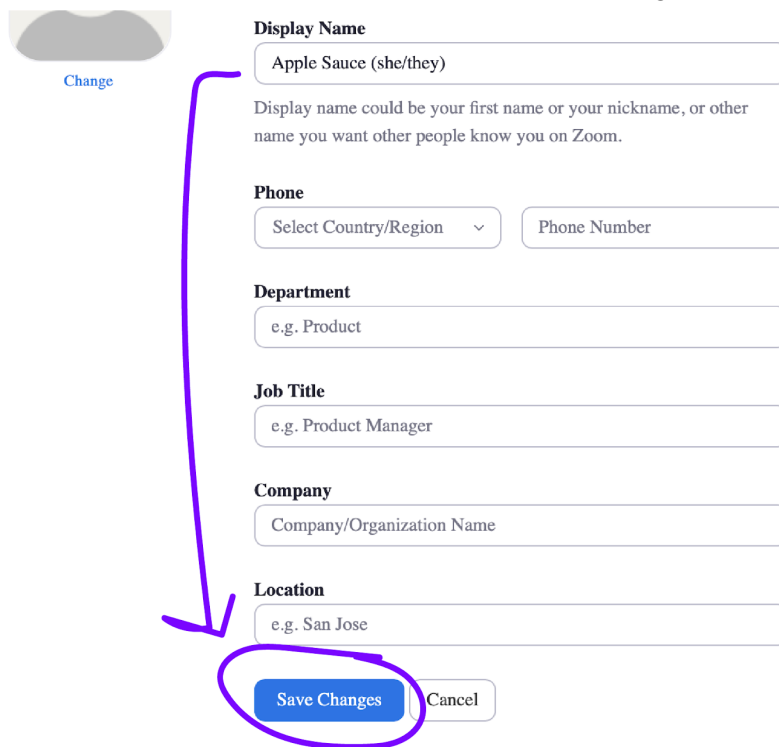


5. Add your pronouns to the “Display Name” section. This is the name that will be displayed on all of your Zoom meetings.



A screenshot of the Zoom profile setup form. On the left is a placeholder profile picture with a 'Change' link below it. To the right are input fields for 'First Name' (containing 'Apple') and 'Last Name' (containing 'Sauce'). Below these is a 'Display Name' field containing 'Apple Sauce (she/they)'. A descriptive text below the field states: 'Display name could be your first name or your nickname, or other name you want other people know you on Zoom.'

6. Make sure to scroll down and click “Save Changes.”



A screenshot of the Zoom profile setup form, scrolled down to show additional fields. A purple arrow points from the 'Display Name' field to the 'Save Changes' button. The 'Save Changes' button is circled in purple. The fields shown are: 'Display Name' (Apple Sauce (she/they)), 'Phone' (Select Country/Region dropdown, Phone Number), 'Department' (e.g. Product), 'Job Title' (e.g. Product Manager), 'Company' (Company/Organization Name), and 'Location' (e.g. San Jose). At the bottom are 'Save Changes' and 'Cancel' buttons.

Resources

- WashU
 - [LGBTQIA+ Resources](#)
 - [Pronouns](#)
 - [Preferred Name](#)
- St. Louis

- [St. Louis Queer+ Support Helpline \(SQSH\)](#)
- [Metro Trans Umbrella Group](#)