

Students- Changing Your Display Name

If you are like me you did not notice when joining your Professors meeting that you left the box checked by Remember my name for future meetings.

This is fine as long as you put in your preferred name. If you did not or want to remove/add your last name, since there are 4 Rebecca's in class this is how.

You will have to be in a Zoom Meeting to change your display name.

Steps:

1. Once in your meeting locate and click on the **Participants** button. On your phone this will be at the bottom.
 2. Click on your Display Name. **(me)** will be located next to your name.
 3. Then click on **More** and **Rename** to change your Display Name.
 4. Change your name and then click **Done** to save your new name.
- NOTE:** this will change your name for all future classes.

If you need any help please call

Distance Education and we can help:

Click [here](#) for contact info



Distance Education

Going the Distance for our students!

