U.S. Department of Justice
United States Trustee Program

Instructions for Changing the Display Language in Zoom
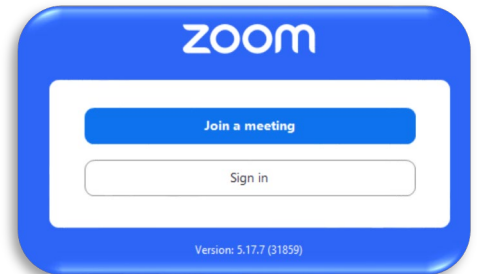
CHANGING THE ZOOM DISPLAY LANGUAGE

In addition to English, Zoom supports 14 additional languages, which include Spanish, German, Simplified Chinese, Traditional Chinese, French, Portuguese, Japanese, Russian, Korean, Italian, Vietnamese, Polish, Turkish, and Indonesian. If English is your second language, you can change the language displayed by Zoom on your computer. If joining by a smartphone or tablet, changing the display language is not necessary, as it will automatically display the default operating system, IOS or Android, language.

ZOOM APPLICATION ON A PC (WINDOWS)
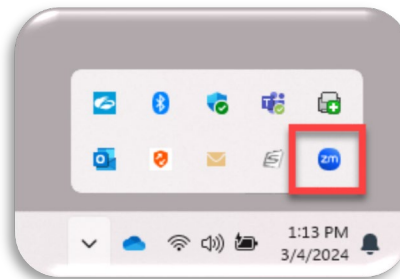
1. Open the Zoom application by clicking the "**Zoom**" icon.

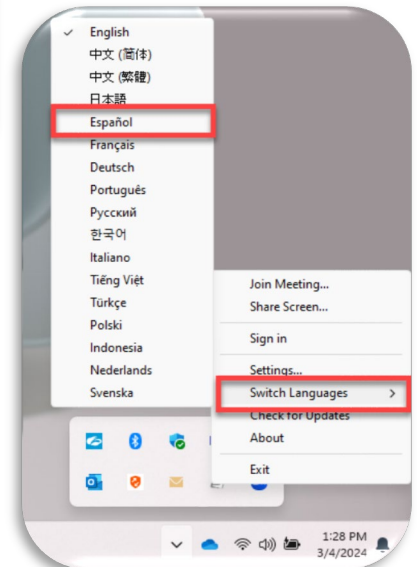2. When the Zoom sign in screen appears, <u>DO NOT</u> click on "**Join a Meeting**" or "**Sign In**".

3. In the bottom right-hand corner of the taskbar, click on the "**Show hidden icons**" caret.

4. From the hidden icons' menu, right click on the "**Zoom**" icon.

5. When the dropdown menu appears, hover over "**Switch Languages**".
    Next, from the language dropdown menu, select the language you want Zoom to display by clicking that language.
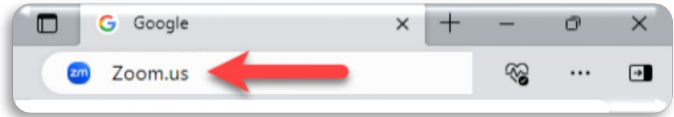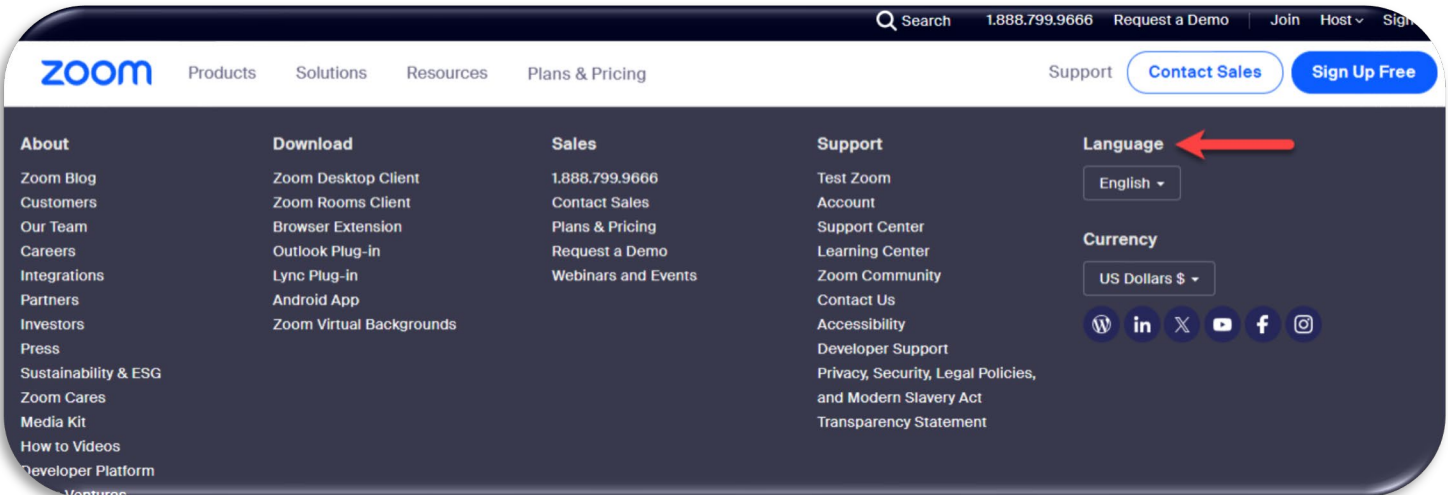
6. The display language has now changed.
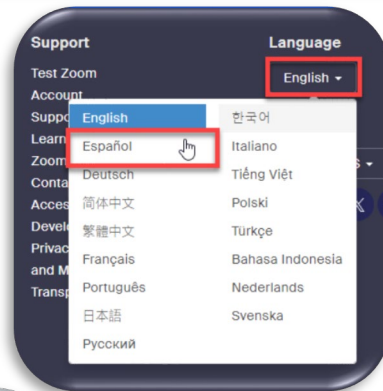
ZOOM THROUGH A WEB BROWSER (INTERNET)

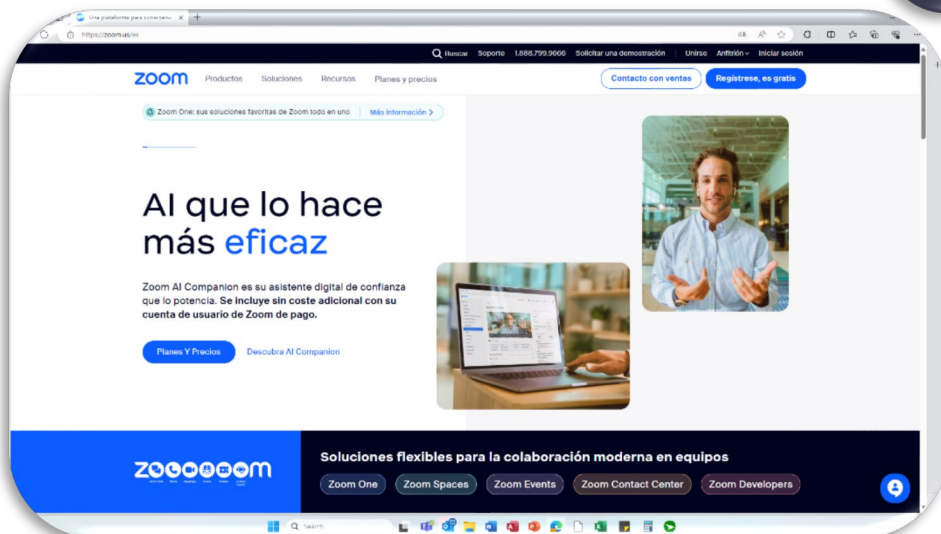1. Open your web browser and in the search bar type "Zoom.us" followed by "Enter".

2. Scroll to the bottom of the Zoom homepage to locate "Language".

3. Click on "English" to access the Language dropdown menu. Next, from the language dropdown menu, select the language you want Zoom to display by clicking that language.
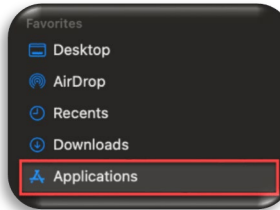

4. The display language has now changed.
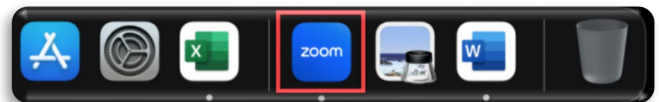
ZOOM APPLICATION ON A MAC (macOS)

1. Click on the "Finder" icon and choose "Applications".

2. Locate the "Zoom" icon and double click it to launch the application. *Note: When the Zoom sign in screen appears, DO NOT click on "Join a Meeting" or Sign In".*
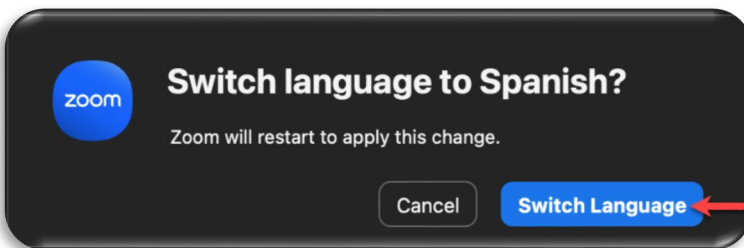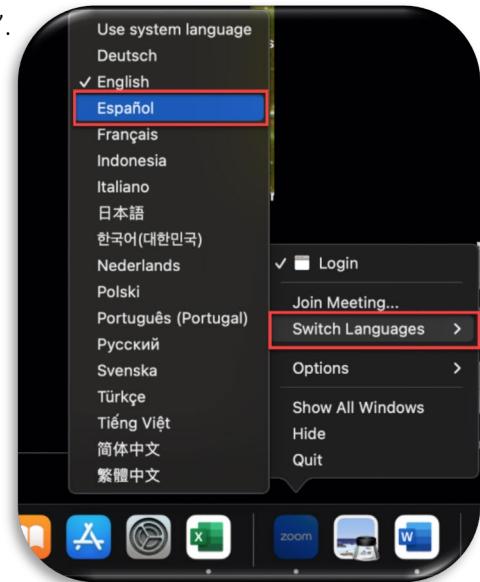
3. Right click or option-click the "Zoom" icon in your dock.

4. When the dropdown menu appears, hover over "Switch Languages". Next, from the language dropdown menu, select the language you want Zoom to display by clicking that language.

5. Confirm you want to change the language by clicking on the blue "Switch Language" button.

6. The display language has now changed.