Adding and Sharing Your Pronouns in Zoom

Pronouns are an essential piece to expressing yourself and building a respectful community. When you add pronouns to your profile, they are visible to your Zoom contacts as part of your Zoom profile card in the Zoom desktop client and mobile app. You can also choose when or if your pronouns are shown during a meeting that you host or join, or webinar that you are the host or panelist for. Webinar attendees' pronouns are never visible.

Note: In order to use the pronoun feature, you must update the Zoom desktop client to 5.7.0.

How to add Pronouns to your Profile

1. Sign in to the Zoom web portal (ucdenver.zoom.us)
2. In the navigation panel, click "Profile."

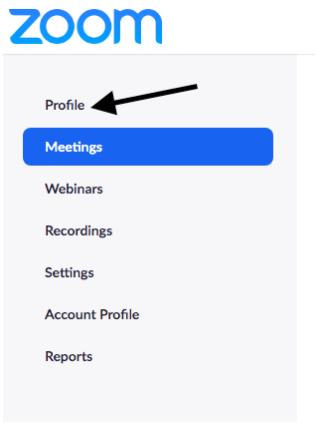

Image: Zoom navigation showing arrow pointing to profile

3. On the right side of your name, click "Edit."

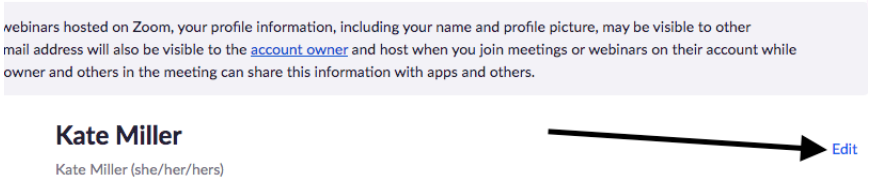

Image: Arrow pointing to edit

4. In the Pronouns field, enter your pronouns (no need to add parentheses around your pronouns, as the system will add them for you).

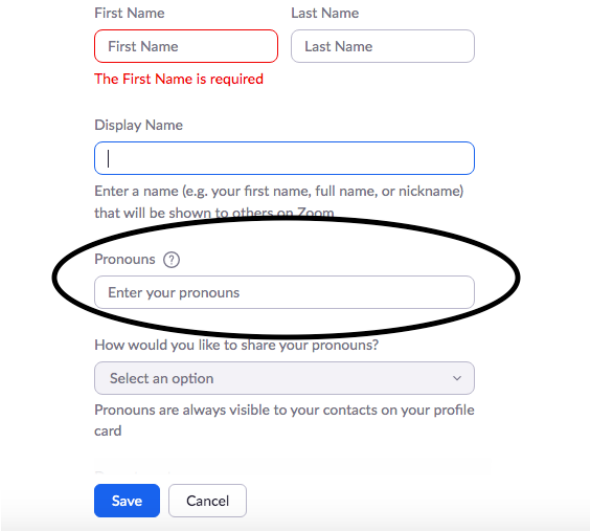

Image: an oval around the pronoun field

5. In the How would you like to share your pronouns? Drop-down field, choose from the following options:

- **Always share in meetings and webinars:** Your pronouns will appear next to your display name automatically in any meetings that you host or join, and any webinars that you're the host or panelist for.
- **Ask me every time after joining meetings and webinars:** You will be asked if you want your pronouns to appear next to your display name in every meeting that you host or join, and any webinars that you're the host or panelist for.
- **Do not share in meetings and webinars:** Your pronouns will not appear next to your display name in any meetings or webinars. You will have to manually choose to share your pronouns.

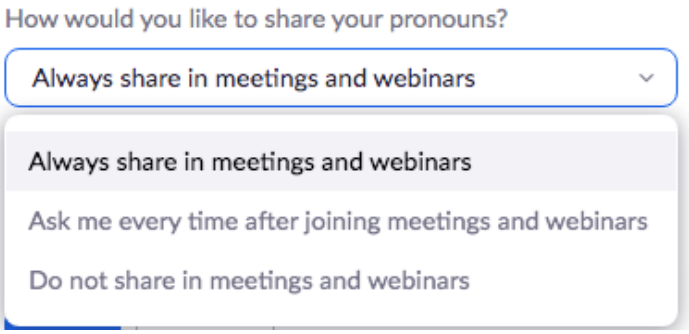

Image: a dropdown list for sharing pronouns

Note: Even if you choose not to share your pronouns in meetings or webinars, your pronouns will still appear in your profile card and be visible to your Zoom contacts if you have entered them in the Pronouns field.

6. Click Save.

Share or Unshare your Pronouns in a Meeting

During a meeting, click Participants. Hover over your name and click “More” and choose “Share your Pronouns.” Alternatively, you can hover over your video thumbnail, click the ellipses button in the top-right corner, then click “Share My Pronouns”. You can unshare your pronouns as well.

Resources:

- CU Denver's Office of Equity has an informative page on gender visibility (at the bottom of the page, there is quite a bit of helpful information on pronouns and preferred pronouns)
- NPR - A Guide to Understanding Gender Identity and Pronouns
- GSLEN: Pronoun guide
- Women and Gender Center