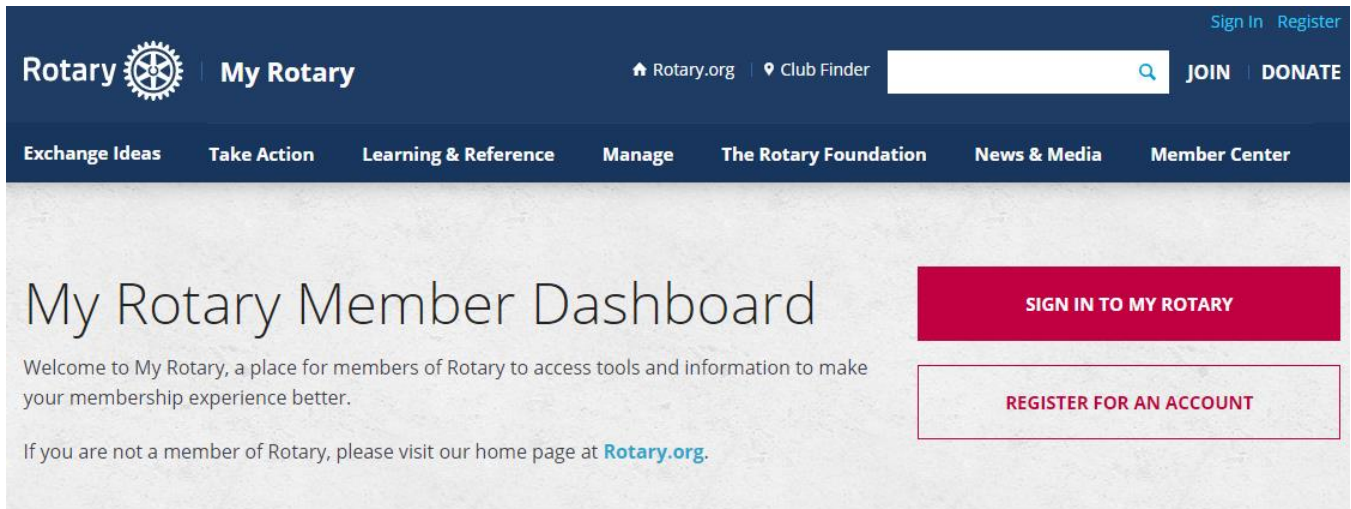# How to: Rotary Virtual Background

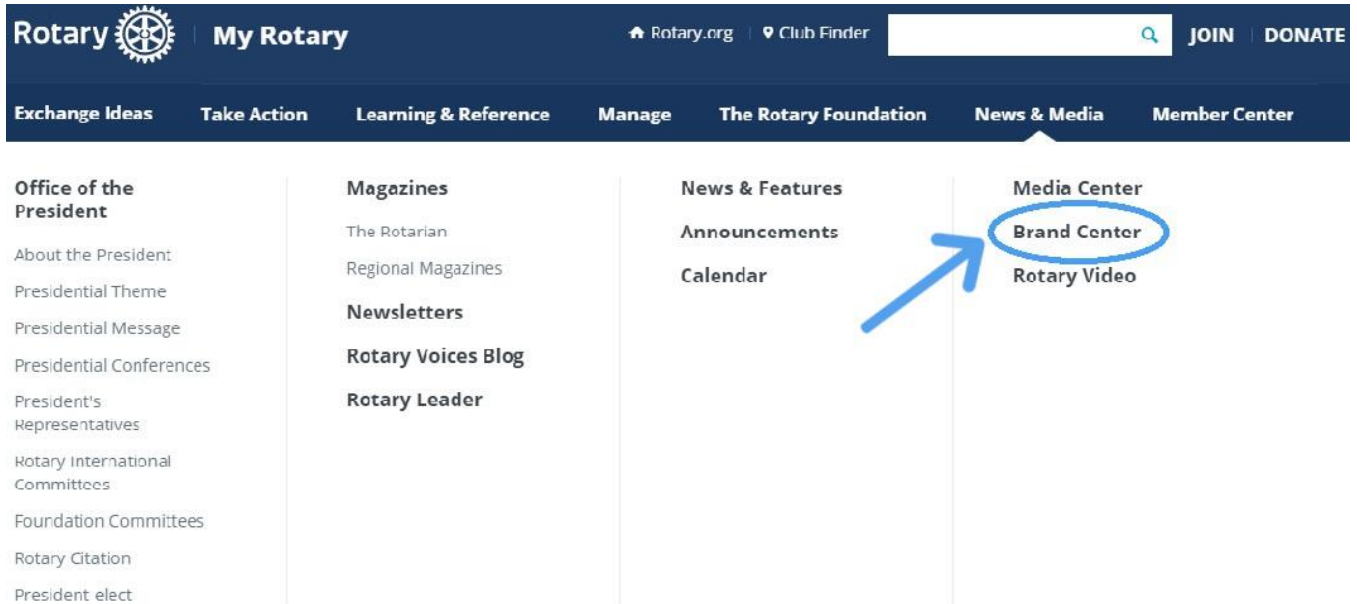The following tutorial explains how to access MyRotary Brand Center to save a Virtual Background Rotary logo.

1) Go to https://my.rotary.org.

2) Click the "Sign In" link in the upper right of the screen.

3) Enter your username and password.

4) If not already selected, select the box marked "Remember Me" to stay signed in for up to 30 days.

5) Click Sign In.

6) Hover your cursor over the tab marked **News & Media**, located directly under the search box on the upper right side of the screen. A drop-down menu will appear.

7) Select **Brand Center** from the fourth column to the right, second item down from the News & Media drop-down menu.

8) Hover your cursor over the tab marked **Materials**, located in the middle of the screen. A drop-down menu will appear. Click **Materials**.

9) Click on the **Club Resources blue "view" button**, the first option on the left.

Baskets   Tools   Help   English   ▼   Search Keywords   🔍

Rotary 🛞   Our Image Matters   Guidelines   Logos   **Materials**   Ads   Images & Video

Brand Center | Materials

MATERIALS

CLUB RESOURCES

Give your club materials a fresh and consistent look by using our templates to update your flags, membership certificates, newsletters, and more.

VIEW

CREATE YOUR OWN

Use our online tools to customize your club's logo, create a brochure to showcase your activities and projects, or make cards to promote Rotary's programs for young leaders.

VIEW

PROMOTIONAL RESOURCES

Promote Rotary, your club, service projects, and events using our templates. You can create banners, brochures, press releases, and more. Also find guides for planning events and social media campaigns.

VIEW

TOOLKITS

Promote Rotary campaigns, events, and programs like People of Action, World Polio Day, and Rotary Global Rewards with these helpful tools.

10)Scroll down to view and select the desired Virtual Background Rotary logo. Right click your chosen image and **"Save Image As"** to your desired folder and rename the image as desired.

Email sina.tidwell@gmail.com or call (940)242-1012 to schedule a one-on-one walk through.