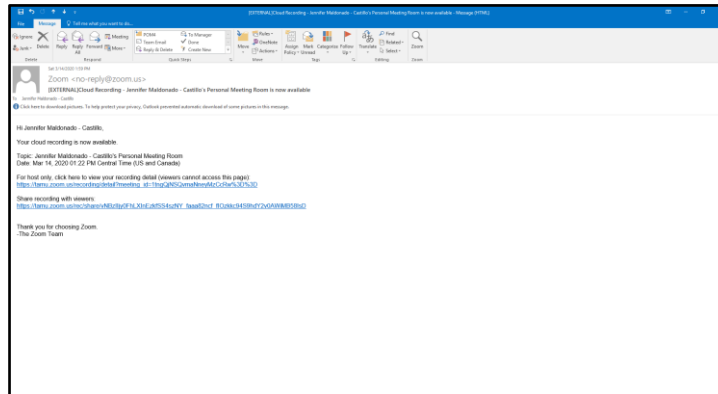


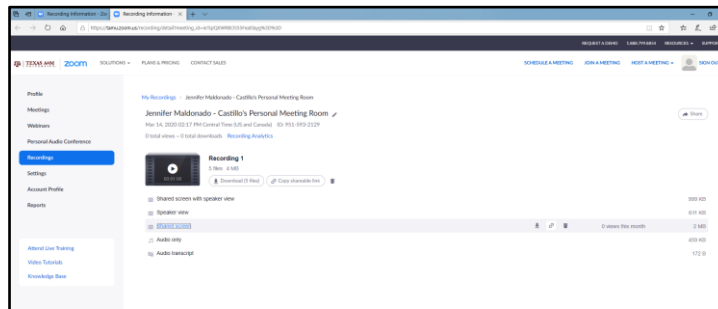
Accessing a Recording

Note: A lecture recorded via Zoom will not be immediately available if **Record to the Cloud** is selected. The time range for accessing a cloud recording varies, but is typically available within two (2) hours.

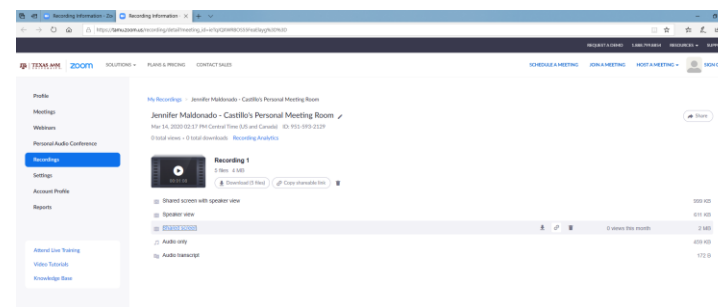
1. **Zoom** will notify the user regarding the availability of a recording via their TAMU provided email address.



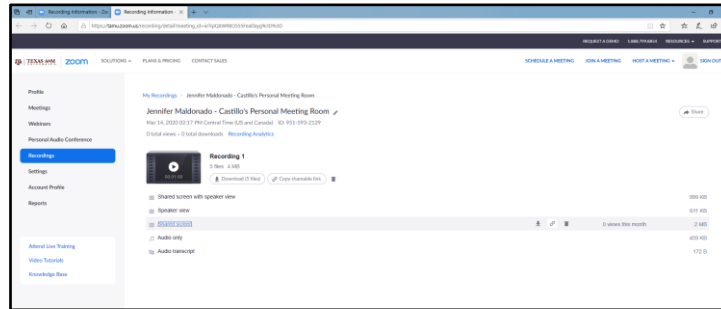
2. To access the video, select the link labeled **For Host Only**. A new browser window will open, providing a list of recordings. Locate the desired recording.



3. The name of the recording may be edited by clicking the small pencil icon next to the title.



4. The type of file shared and/or downloaded may be selected by clicking on desired type (Audio Only, Speaker View, etc.)



If you would like for the Office of Academic Technology to edit your lecture recording please contact us at OAThelp@tamu.edu.