

Sharing Zoom Recordings

Zoom cloud recordings can be shared with students in two different ways.

Publish to the Canvas Zoom Scheduler

A meeting that has been added to the Canvas Zoom Scheduler within a course can be made available to students through the Cloud Recordings tab. Click **Zoom** from the course navigation menu. Select the **Cloud Recordings** tab and toggle the switch within the **Publish** column for the corresponding recording.

<input type="checkbox"/>	Topic	ID	Start Time	File Size	Publish	
<input type="checkbox"/>	Training Demo	972 9451 3031	Aug 31, 2020 14:54	2 Files (644 KB)	<input checked="" type="checkbox"/>	Delete

Students will click on the **Zoom** link within the course navigation menu, select the **Cloud Recordings** tab, and click on the name of the session to view the recording.

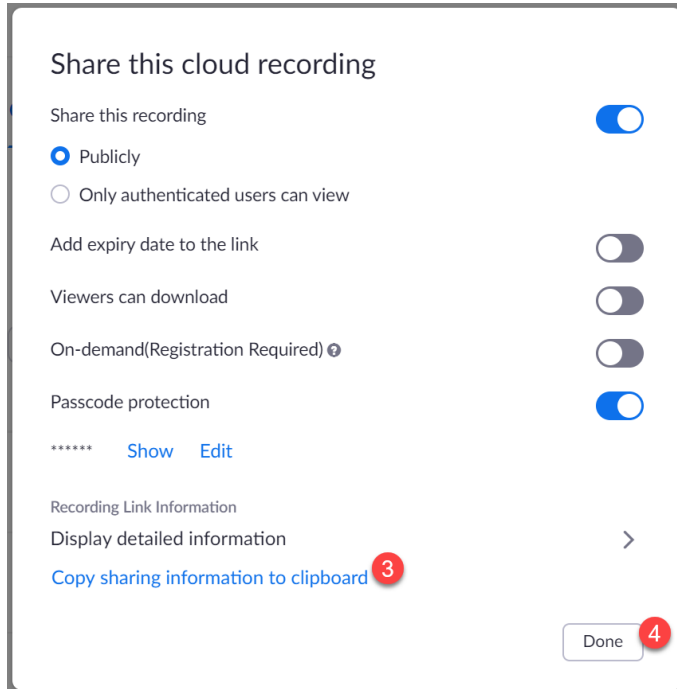
Share a Link to the Cloud Recording

This is the best option for recordings that need to be shared with multiple courses, because the Canvas Zoom Scheduler will not allow a meeting ID to be imported into more than one course. To locate the sharable link to a cloud recording, navigate to **unf.zoom.us** and **sign in** with UNF credentials. Click **Recordings** from the left-hand navigation. Select the **Share** button for the corresponding recording.

<input type="checkbox"/>	Topic	ID	Start Time	File Size	
<input type="checkbox"/>	Training Demo	972 9451 3031	Aug 31, 2020 02:54 PM	2 Files (644 KB)	Share... More

A pop-up window will appear with configurable options for the shared recording. Click **Copy sharing information to clipboard**. Select **Done**.

Note: Consider disabling the passcode protection setting in order to provide students with immediate access to the recording.



Paste the copied information onto an item within Canvas, such as a Course Announcement or Inbox message. Students will click the Meeting Recording link and enter the provided passcode if required.

