

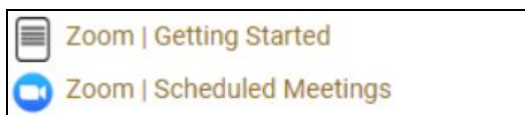
# Viewing Recordings

Zoom allows for seamless recording of a meeting and sharing of recordings. This document highlights how meetings can be recorded and shared.

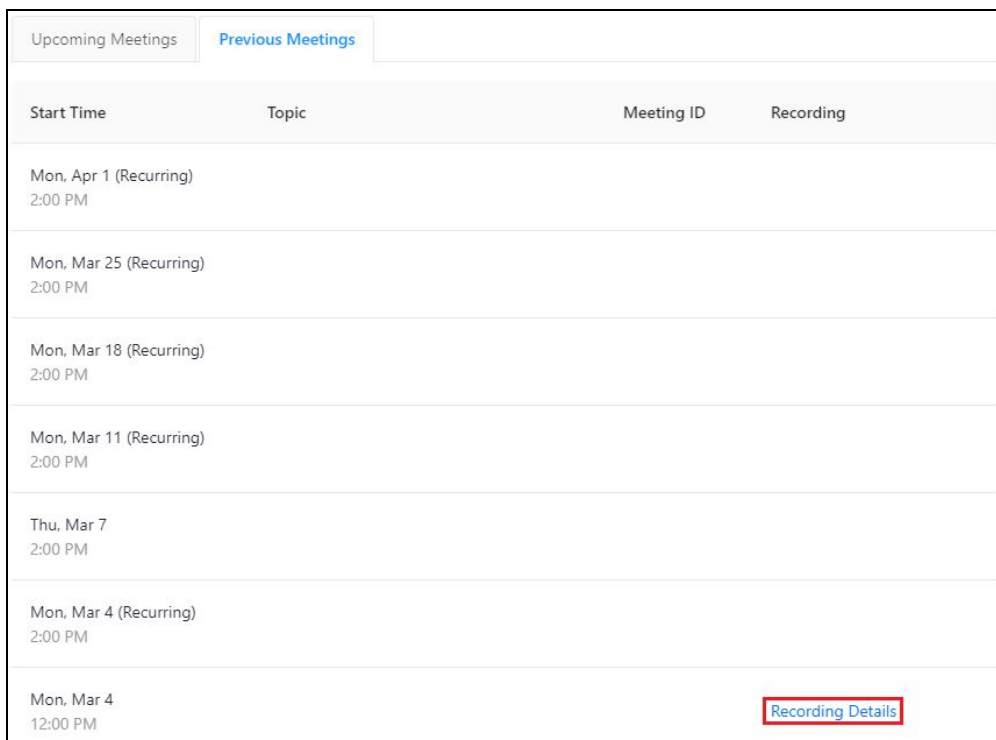
## How to View a Zoom Recording

Zoom recordings initiated by the instructor will automatically be moved to the cloud for easy access and sharing. The following steps demonstrate how to view these Zoom recordings.

1. Select the Zoom | Scheduled Meetings link in your course page.



2. Click the Previous Meetings tab at the top of the Zoom window. Here you will see a list of meetings that have taken place in the course. To view the recording, click the Recording Details link next to the meeting recording you would like to view.

A screenshot of the Zoom 'Previous Meetings' tab. At the top, there are two tabs: 'Upcoming Meetings' and 'Previous Meetings', with 'Previous Meetings' selected. Below the tabs is a table with four columns: 'Start Time', 'Topic', 'Meeting ID', and 'Recording'. The table lists several meetings, including recurring ones. The last row shows a meeting on 'Mon, Mar 4' at '12:00 PM' with a 'Recording Details' link highlighted in a red box.

Start Time	Topic	Meeting ID	Recording
Mon, Apr 1 (Recurring) 2:00 PM			
Mon, Mar 25 (Recurring) 2:00 PM			
Mon, Mar 18 (Recurring) 2:00 PM			
Mon, Mar 11 (Recurring) 2:00 PM			
Thu, Mar 7 2:00 PM			
Mon, Mar 4 (Recurring) 2:00 PM			
Mon, Mar 4 12:00 PM			<a href="#">Recording Details</a>