Recording Your Zoom Meeting

Zoom sessions can be recorded and stored in your Kaltura account. First, you will need to have linked your Zoom and Kaltura accounts for this process to be successful. These simple steps below will get you started.

**Step 1**

In order to record, you will have to sign in to Zoom on your computer. Open the Zoom program, sign in, then begin your Zoom meeting either by clicking on your Zoom link (finding your meeting link) or by clicking “Start with video” or “Start without video.”

**Step 2**

Now find the “Record” button on the bottom toolbar. Once clicked, you will have the option to “Record on this Computer” or “Record to the Cloud.” You will want to choose “Record to the Cloud” in order to share the recording from your Kaltura account.

**Step 3**

When your meeting is done, click the “Stop Recording” button from the bottom toolbar.

Your recording will be automatically uploaded to the server after the meeting ends and processed by Kaltura (assuming you have linked your Zoom account to Kaltura). Note that this may take some time, depending on length of recording and server load.