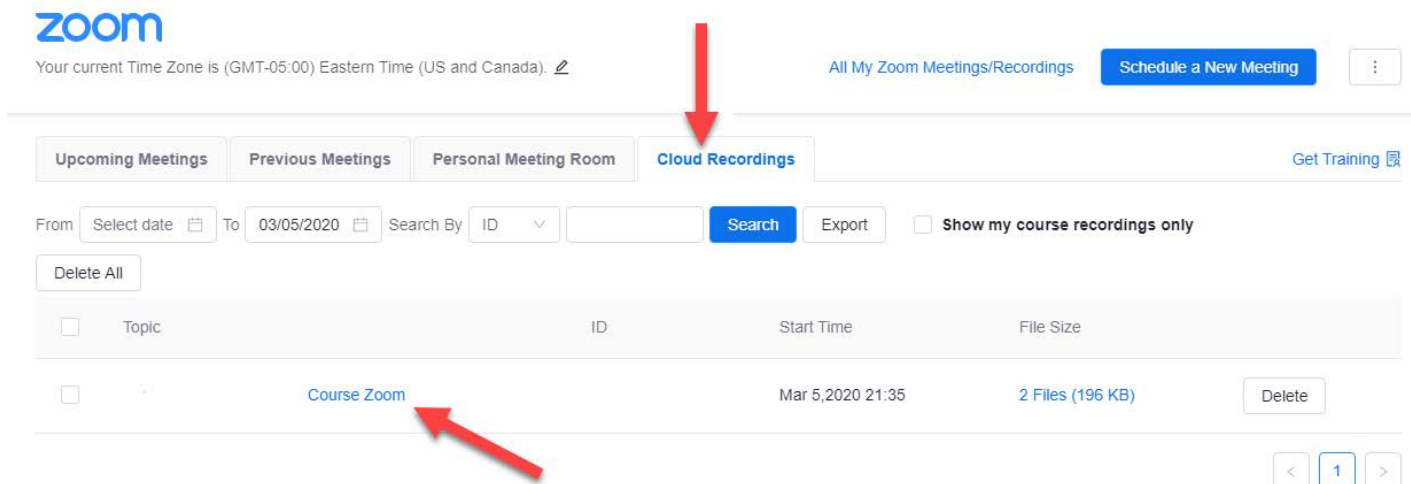


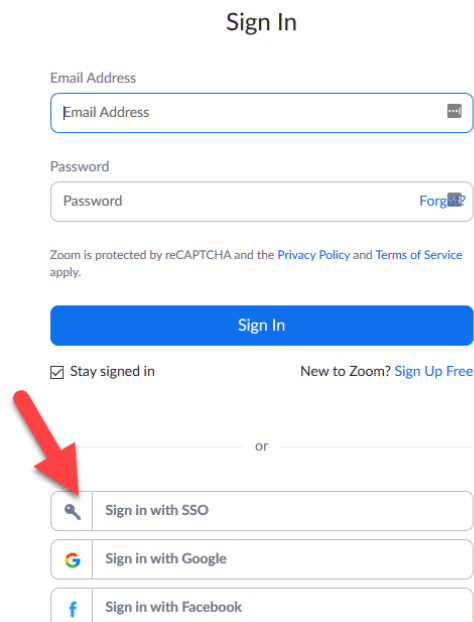
Viewing Zoom Recording

1. If your instructor recorded the Zoom meeting, you will be able to view it.
 - a. If the Zoom meeting was launched from within Blackboard, click Zoom link from within Blackboard (like you did to start the Zoom meeting). Then click on the “Cloud Recordings” tab. Click on the topic name that you are looking for.



The screenshot shows the Zoom web interface. At the top, there's a navigation bar with the Zoom logo, time zone information, and a 'Schedule a New Meeting' button. Below this is a tabbed interface with 'Upcoming Meetings', 'Previous Meetings', 'Personal Meeting Room', and 'Cloud Recordings'. The 'Cloud Recordings' tab is active. Below the tabs is a search bar with fields for 'From' (date), 'To' (date), 'Search By' (ID), and a 'Search' button. There's also an 'Export' button and a checkbox for 'Show my course recordings only'. Below the search bar is a table of recordings. The table has columns for 'Topic', 'ID', 'Start Time', and 'File Size'. One recording is listed with the topic 'Course Zoom', start time 'Mar 5, 2020 21:35', and file size '2 Files (196 KB)'. A red arrow points to the 'Course Zoom' link in the 'Topic' column. At the bottom right, there are navigation arrows and a page number '1'.

- b. If the Zoom meeting was launched from outside of Blackboard, the instructor will either email you weblink to the Zoom recording or will post the recording link in your Blackboard course. Please ask your instructor.
2. If you get prompted with the following Zoom login screen, select “Sign in with SSO”.



The screenshot shows the Zoom Sign In screen. It has a title 'Sign In' and two input fields: 'Email Address' and 'Password'. Below the password field is a 'Forgot?' link. There's a note: 'Zoom is protected by reCAPTCHA and the Privacy Policy and Terms of Service apply.' Below that is a blue 'Sign In' button. Underneath is a checkbox for 'Stay signed in' and a link for 'New to Zoom? Sign Up Free'. At the bottom, there are three buttons: 'Sign in with SSO', 'Sign in with Google', and 'Sign in with Facebook'. A red arrow points to the 'Sign in with SSO' button.

On the next screen, enter the domain as “villanova” and click “Continue”. You will then be taken to the Villanova login page. Enter your VU userid and password and click “Sign in. The Zoom cloud recording will then play.



Enter your company domain

villanova .zoom.us

[I don't know the company domain](#)

← Back Continue

Zoom Support

Please contact UNIT Instructional Technologies if you have any questions.

- Phone: (610) 519-7777
- Email: support@villanova.edu