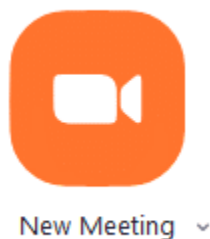


Recording Lectures in Zoom for YouTube

1. Sign into your Zoom account after downloading here:
<https://zoom.us/download> ---Contact ITS@kirtland.edu if you are unsure if you have a Zoom PRO account.
2. Click New Meeting:



3. Invite by Gmail (This will create a link to copy to your course or by email)

Choose your email service to send invitation



This will only be necessary for a synchronous lesson that involves a live chat with your students. If not skip to step #4.

4. Share a screen if you are sharing a document or image to share> Click Record> At end of the meeting click on End Meeting for All. It will automatically render a video saved to your computer. Select the Zoom.mp4 video to upload.

5. Follow the directions in the link below to upload to YouTube.

(Reminders during upload: Select Unlisted for privacy setting and select English to automatically closed-caption).

Upload Videos to YouTube:

<https://support.google.com/youtube/answer/57407?co=GENIE.Platform%3DDesktop&hl=en>