

Zoom Local Recording and Uploading to YouTube

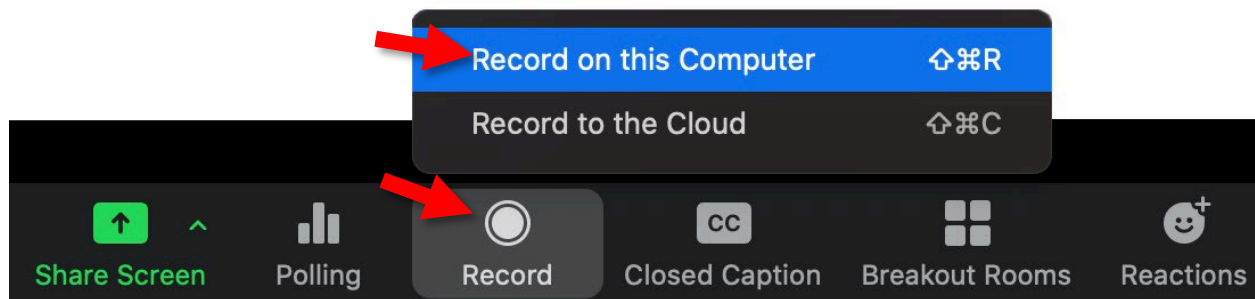
There may be circumstances when you wish to record your Zoom meeting but not have it automatically upload to MyMedia. In this case, you can record the meeting locally to your computer and then upload the video file to the video platform of your choice.

This guide will cover how to record to your computer in Zoom, locate the video file, upload it to YouTube, and embed the YouTube video in Canvas.

RECORD ON THIS COMPUTER

When you are ready to record in Zoom, click the **Record** button.

In the menu that appears, click **Record on this Computer**.



Recording will begin immediately. When you are finished recording, either click **End** to end the meeting or click the **Stop Recording** button.

Once the meeting has ended, Zoom will prepare the video recording file. Once the file is ready, Zoom will open a window with the file location.

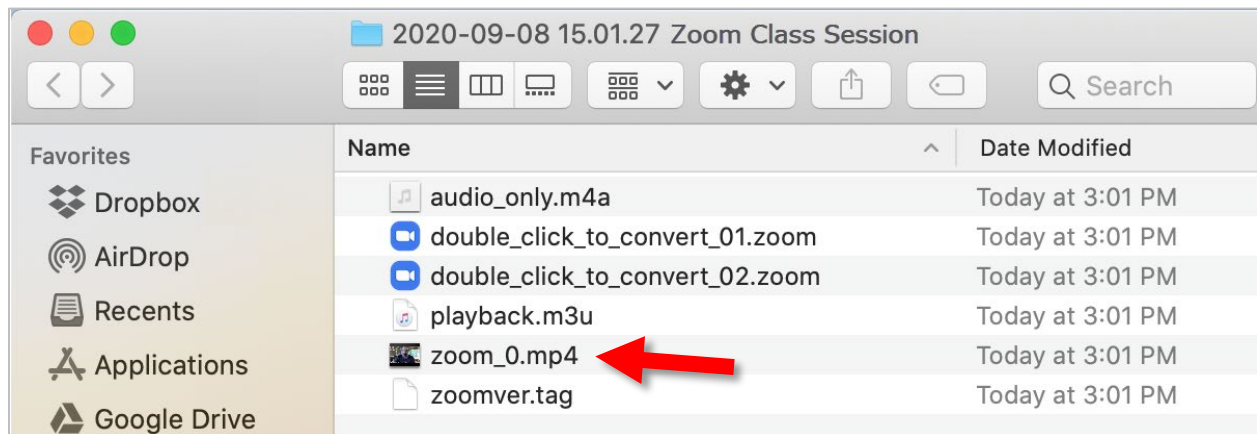
If you need to locate the video recording file later, open the Zoom app.

- 1) Click **Meetings**.
- 2) Click the **Recorded** tab.
- 3) Click the meeting recording you wish to locate.
- 4) Click **Open**.
- 5) Zoom will open the file location on your computer.



When the file location window opens, look for the file labelled **zoom_0.mp4**. This is the file you will upload to YouTube.

You can double-click the file to open it and verify that it is the correct recording.



UPLOAD TO YOUTUBE

Go to YouTube at <https://www.youtube.com/>

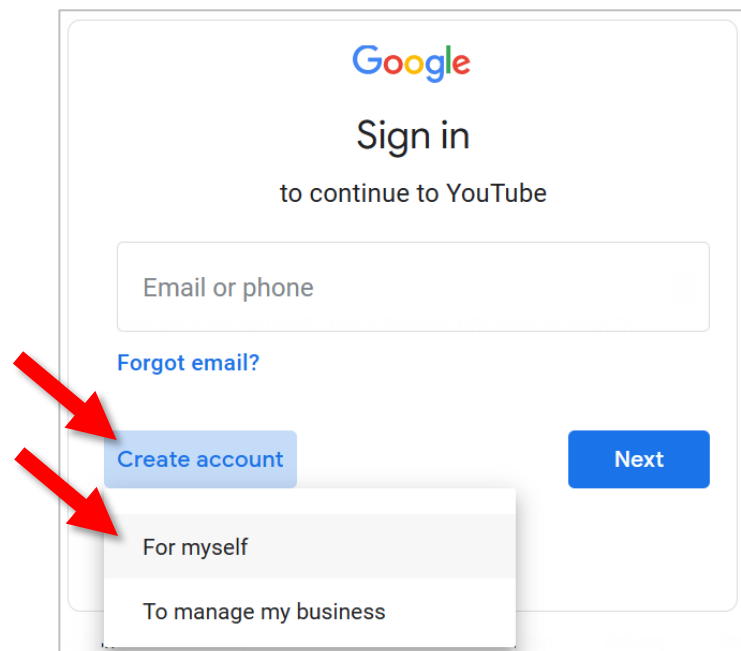
Click **Sign In** in the upper-right corner of the page.



If you already have a Google/YouTube account, sign in.

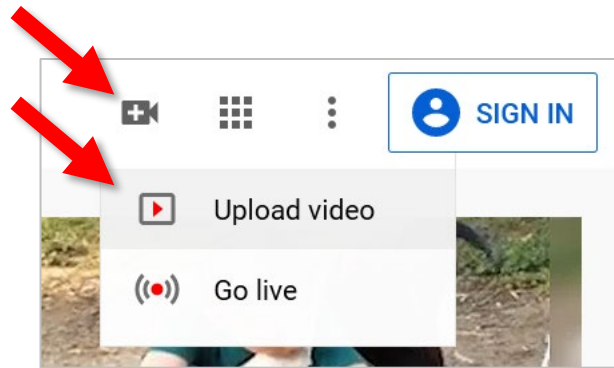
If you do not have a Google/YouTube account, click **Create Account**.

Click **For Myself**.



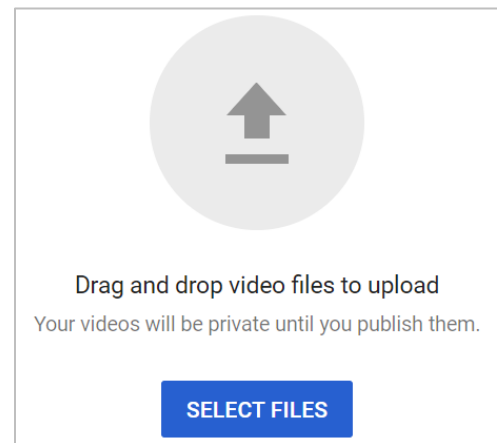
Once you are signed in, click the **Create** camera icon in the upper-right corner near where you signed in.

Click **Upload video**.



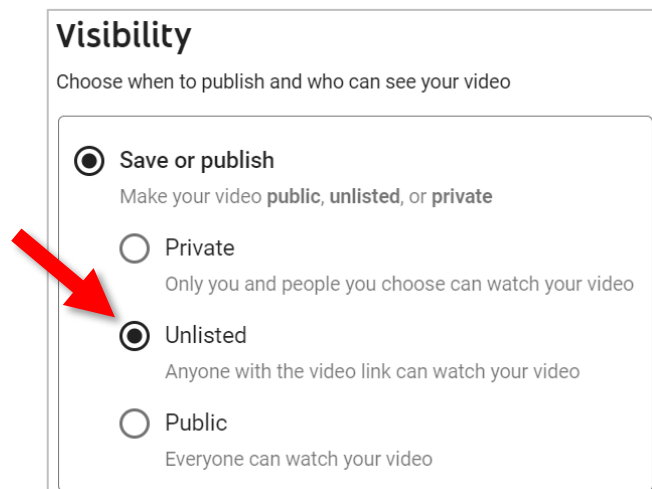
On the next screen, drag and drop the **zoom_0.mp4** file you located earlier.

You can also click **Select Files** to manually browse to the video file location.



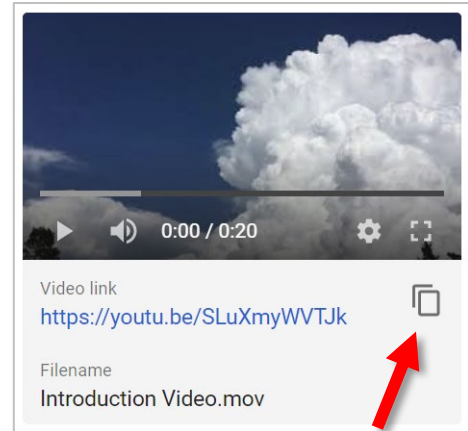
While your video is uploading, fill in the details for your video. Be sure to include the name of your course in the video title so you can find it later.

When you get to the section on **Visibility**, click the button for **Unlisted**. This allows others to view your video when you share it with a link or embed the video on a page, but the video will not be visible otherwise.



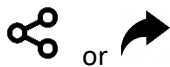
On the same pages where you enter your video information, you will also see a preview of your video. Below the preview window, you will see the link to your video. Click the **Copy** icon to the right of the link to copy the link to your video.

Once your video has uploaded and processed, you can use this link to open your video and retrieve the embed code. This will allow you to embed the video on a page in Canvas.

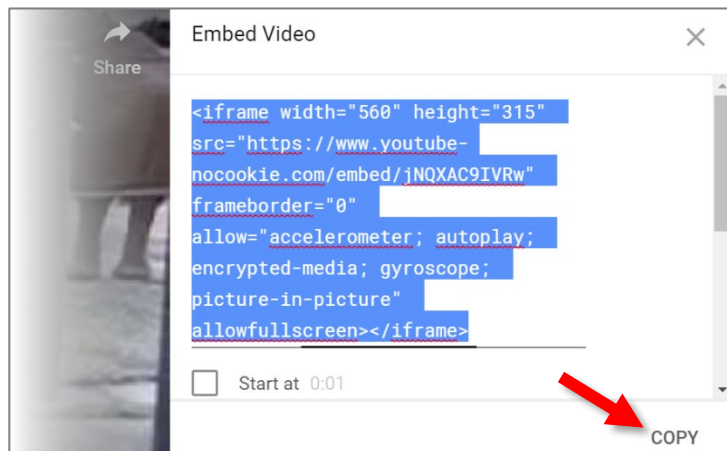


COPY EMBED CODE

Locate and copy the embed code from the video you wish to share. Embed code is usually found by clicking the video's **Share** link, which is often represented by an icon:





Select and copy the *entire* embed code.



Shown above: YouTube Embed Code

PASTE EMBED CODE IN CANVAS

1. Go to the page in Canvas where you want to use the embed code.
2. Place the cursor where you would like to insert the video.
3. Click the **Embed** button located at the right edge of the Rich Content Editor. 

You may need to click the three dots icon  at the right side of the Rich Content Editor to reveal the **Embed** button icon.



4. In the window that appears, paste the embed code you copied earlier into the box.
5. Click **Submit**.

Embed ×

Embed Code

4 `<iframe width="560" height="315" src="https://www.youtube.com/embed/jNQXAC9IVRw" frameborder="0" allow="accelerometer; autoplay; clipboard-write; encrypted-media; gyroscope; picture-in-picture" allowfullscreen></iframe>`

Close
5 Submit

6. Verify that the video has embedded correctly. You can add text before or after your video.
7. When you are ready, click **Save**.

Edit View Insert Format Tools Table

12pt Paragraph **B** *I* U A

Please watch the video below and let me know what you think:

p 12 words

Notify users that this content has changed

Cancel
Save & Publish
7 Save