UBC Forestry

How to restore deleted zoom recordings on Canvas?

Zoom allows you to restore a recording within 30 days of deletion. However, you can't restore deleted cloud recordings in the Zoom Canvas portal. You need to go to the <u>Zoom web portal</u> to recover.

If you schedule a meeting via Zoom Canvas platform:

1. After you record a designated zoom session on the Zoom Canvas platform and save it to Cloud, the recording will be uploaded automatically to Zoom Cloud Recordings. Cloud recording processing time can be up to 72 hours.

Home		All My Zoom Meetings/Recordings	Schedule a New Meeting
Announcements			Concluie a new meeting
<u>Modules</u>			
Zoom	Upcoming Meetings Previous Meetings Personal Meeting Room	Cloud Recordings	
Collaborate Ultra	From Select date 📋 To 10/02/2020 🗎 Search By ID 🗸	Search Expor	t Show my course recordings only
<u>Syllabus</u>			
Badges			
<u>Discussions</u>	Торіс	ID Start Time	File Size Publish
Assignments		648 1472 Oct 2,2020 1	2 Files (80
Quizzes	SandBox - Learning Support Team	0140 5:57	KB) Delete

- 2. If you delete your cloud recording accidentally, you can recover it via the Zoom web portal.
- 3. Login to your Zoom account and navigate to the <u>Recordings</u> tab. You will see a **Trash** link on the upper right corner of the **Cloud Recordings tab**.

ZOOM SOLUTIONS - PLANS	& PRICING CONTACT SALES	sc	HEDULE A MEETING	JOIN A MEETING	HOST A MEETING +
Profile	Cloud Recordings Local Recordings				Settings
Webinars	From mm/dd/yyyy To 10/02/2020	All Status 🗸			
Recordings Settings	Search by ID	Search Export			Trach (1)
Account Profile Reports	Topic	ID Start Time	File Size		
	SandBox - Learning Support Team	648 1472 0140 Oct 2, 2020 03:57 Pt	4 2 Files (80 KB)	Share	More -
Attend Live Training Video Tutorials					
Knowledge Base					
					0

4. Click the **Trash** link, and you can access any deleted cloud recordings within the past 30 days. Click on **Recover** on the right to restore this deleted recording.

My Recordings > Trash					
Deleted Meeting Recordings Deleted	Recording files				Empty Trash
Your recording files will be saved for 30 days. These f	iles will not count as part of your total storag	e allowance.			
From 09/02/2020 To 10/02/2020	Search by meeting number	Search Export			
П Торіс	ID Start Time	File Size	Delete Time		
My Meeting2	623 3551 0704 Oct 2, 2020 04:02 PM	430 KB (2 Files)	Oct 2, 2020 04:53 PM	Recover	Delete

5. Confirm your choice on the pop-up window.

Recover	×
Are you sure you want to recover the recording?	
	Recover

6. And your recording will then be available again in your recordings list.

	SCHEDULE AMEETING JOIN AMEETING ONTACT SALES SCHEDULE AMEETING JOIN AMEETING HOST AMEETING + SETTING From mm/dd/yyyy To 10/02/2020 All Status • Search by ID • • • Search Export Delete Selected Delete All Topic ID Start Time File Size More • SandBox - Learning Support Team 648 1472 0140 Oct 2, 2020 03:57 PM 2 Files (80 KB) Share More •				
Profile	Cloud Recordings Local Recordings				Settings
Meetings					
Webinars	From mm/dd/yyyy m To 10/02/2020	All Status 🗸			
Recordings	Search by ID	Search Export			
Settings					
Account Profile	Delete Selected Delete All				
Reports	Торіс	ID Start Time	File Size		
	My Meeting2	623 3551 0704 Oct 2, 2020 04:02	PM 2 Files (430 KB)	Share	More -
	SandBox - Learning Support Team	648 1472 0140 Oct 2, 2020 03:57	PM 2 Files (80 KB)	Share	More -
Attend Live Training					
Video Tutorials					
Knowledge Base					

This recording will also be available at the Zoom Canvas portal.

Home	zoom	
Announcements	Your current Time Zone is (GMT-07:00) Vancouver. 🖉	All My Zoom Meetings/Recordings Schedule a New Meeting
Modules		
Zoom	Upcoming Meetings Previous Meetings Personal Meeting Ro	om Cloud Recordings
Collaborate Ultra		
<u>Syllabus</u>	From Select date 10 10/02/2020 Search By 10	Export Show my course recordings only
Badges	Delete All	
Discussions	Торіс	ID Start Time File Size Publish
Assignments		
Quizzes	My Meeting2	623 3551 Oct 2,2020 1 2 Files (43 0704 6:02 0 KB) Delete
<u>My Media</u>		
People	SandBox - Learning Support Team	648 1472 Oct 2,2020 1 2 Files (80 Delete
Modia Callony		

If you schedule a meeting via the Zoom Web portal or the Zoom App in your local devices and you want to import the recordings to Canvas sites.

1. You need to import the Zoom meeting to Canvas. To do that, click on the **options** icon (three little dots icon), and choose **Import meeting.**

Home Announcements	ZOOM Your current Time Zone is (f	GMT-07:00) Vancouver. 🖉	All My Zoom Meetings/Recordings	Schedule a New Meeting
Zoom	Upcoming Meetings	Previous Meetings Personal I	Meeting Room Cloud Recordings	Import meeting
Collaborate Ultra	Show my course meet	ings only		
<u>Syllabus</u>		ingo only		
Badges	Start Time	Торіс	Meeting ID	
Discussions	Teday			
Assignments	6:00 PM	SandBox - Learning Sup	oort Team 627 3362 6513	Start Delete
Quizzes				
My Media				< 1 >

2. In the pop-up window, enter the ID for your zoom session.

Import Meeting	×
Meeting ID Example:598-378-174	
	Import Cancel

3. Your cloud recording will appear in the **Cloud Recordings** of the Zoom Canvas portal in the course.

Your current Time Zone is	(GMT-07:00) Vancouver. 🖉	A	ll My Zoom Me	etings/Recording	Schedule	a New Meetir	ng :
Upcoming Meetings	Previous Meetings	Personal Meeting Room	Cloud Re	cordings			
From Select date	To 10/02/2020 🗎 Sea	rch By ID V		Search Expo	ort Show n	ny course reco	ordings only
Торіс			ID	Start Time	File Size	Publish	
SandBox - Lea	arning Support Team		627 3362 6513	Oct 2,2020 1 7:37	2 Files (46 KB)		Delete
My Meeting2			623 3551 0704	Oct 2,2020 1 6:02	2 Files (43 0 KB)		Delete

4. If you restore recordings via the Zoom web portal, recovery will be automatically synced to the Zoom Canvas portal.