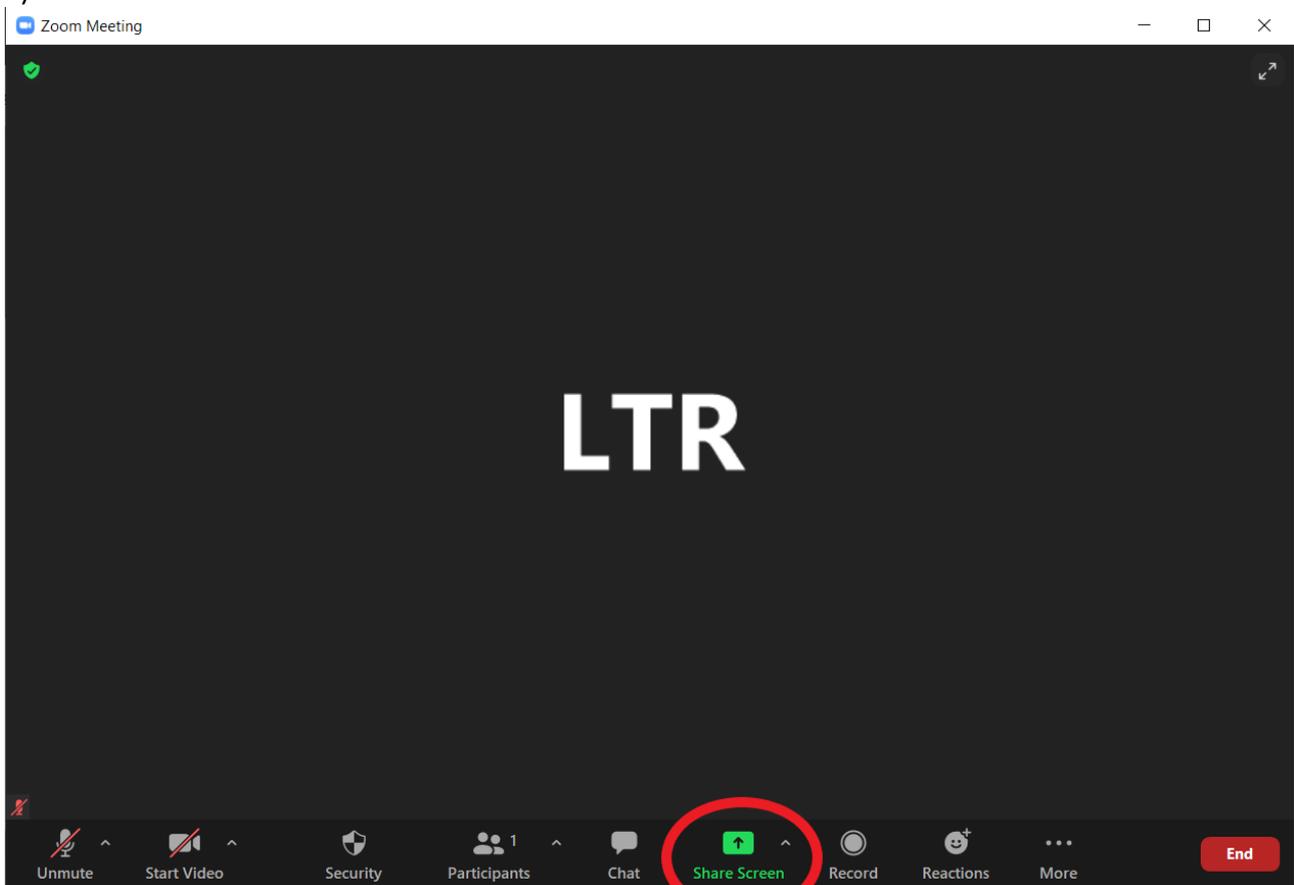


UBC Forestry

Tips for Zoom Lecture Recording

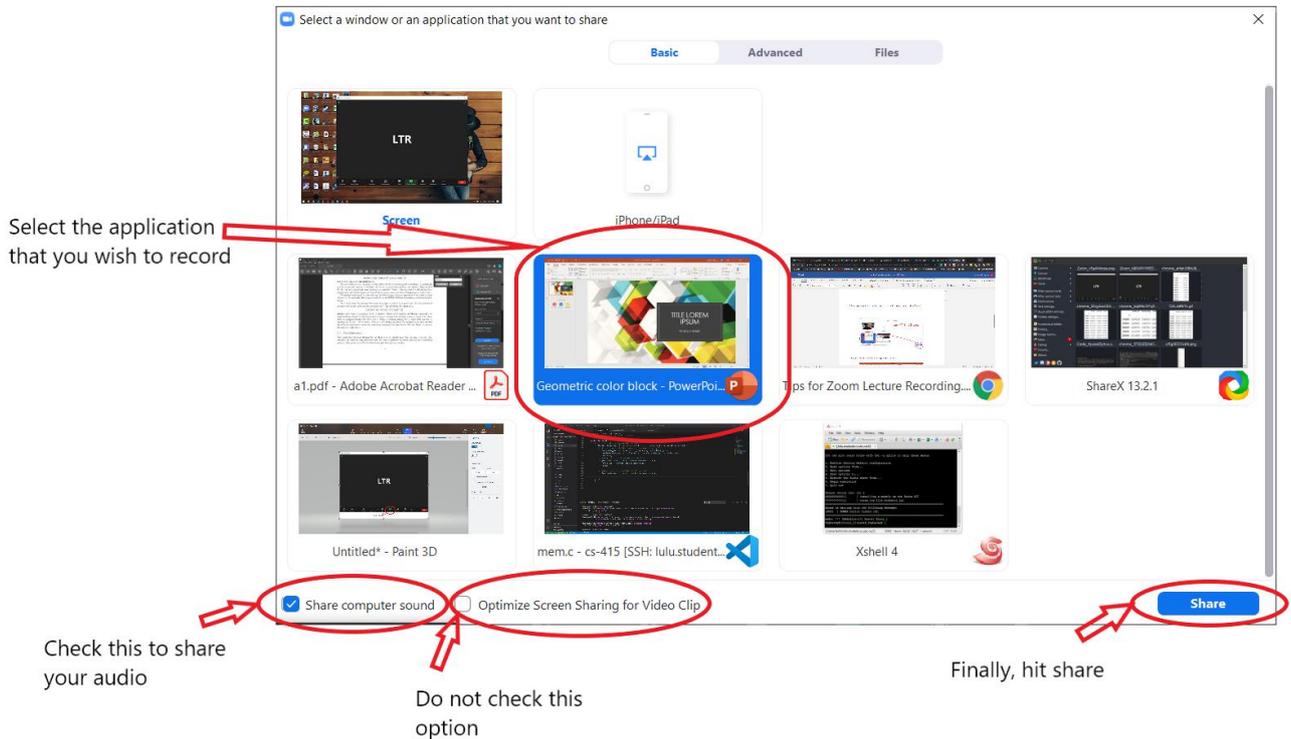
Below are steps to attach your video in the corner while recording slides to avoid concerns on student privacy:

1) Click on "Share Screen" at the bottom -



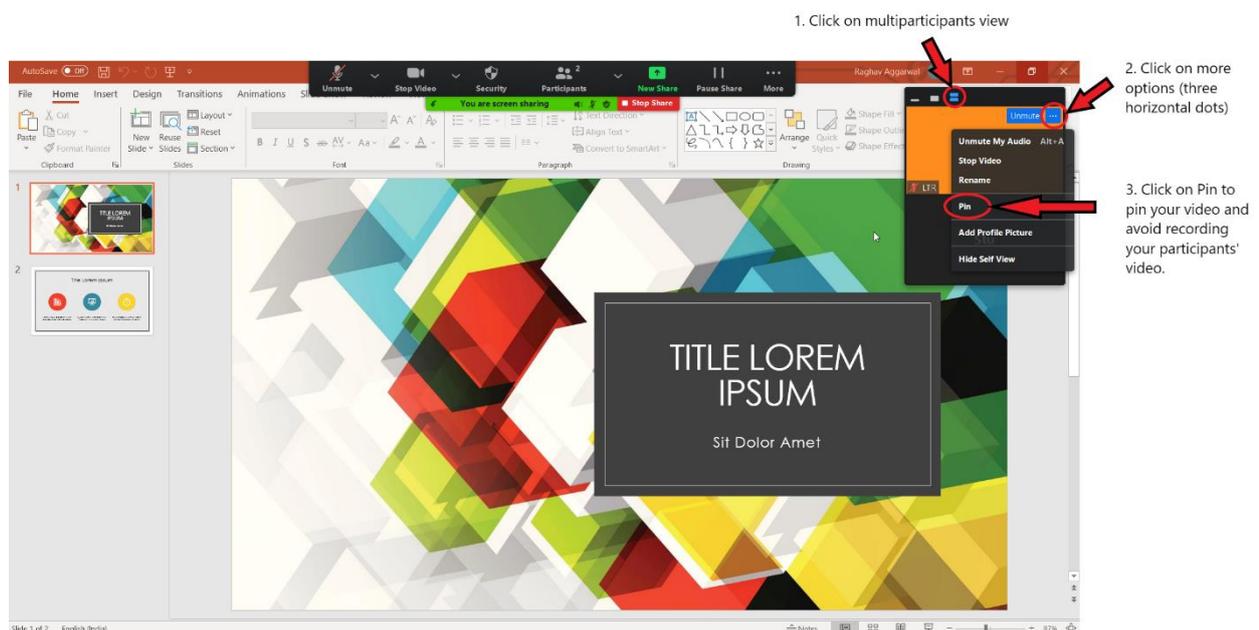
Click on Share Screen

2) Select your application (such as PowerPoint in this example) and click on "Share" -

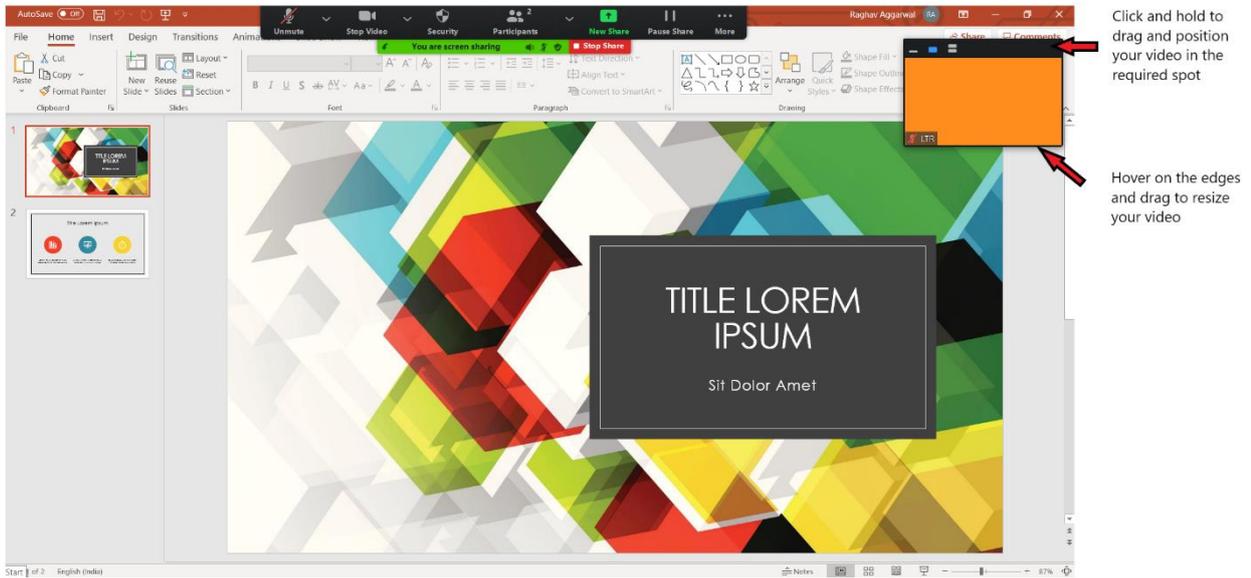


From there on, you have two options to record your session - Either record yourself or let a participant or co-host record on their end. The steps for recording yourself are outlined below. The steps for a participant or co-host recording follow after this section.

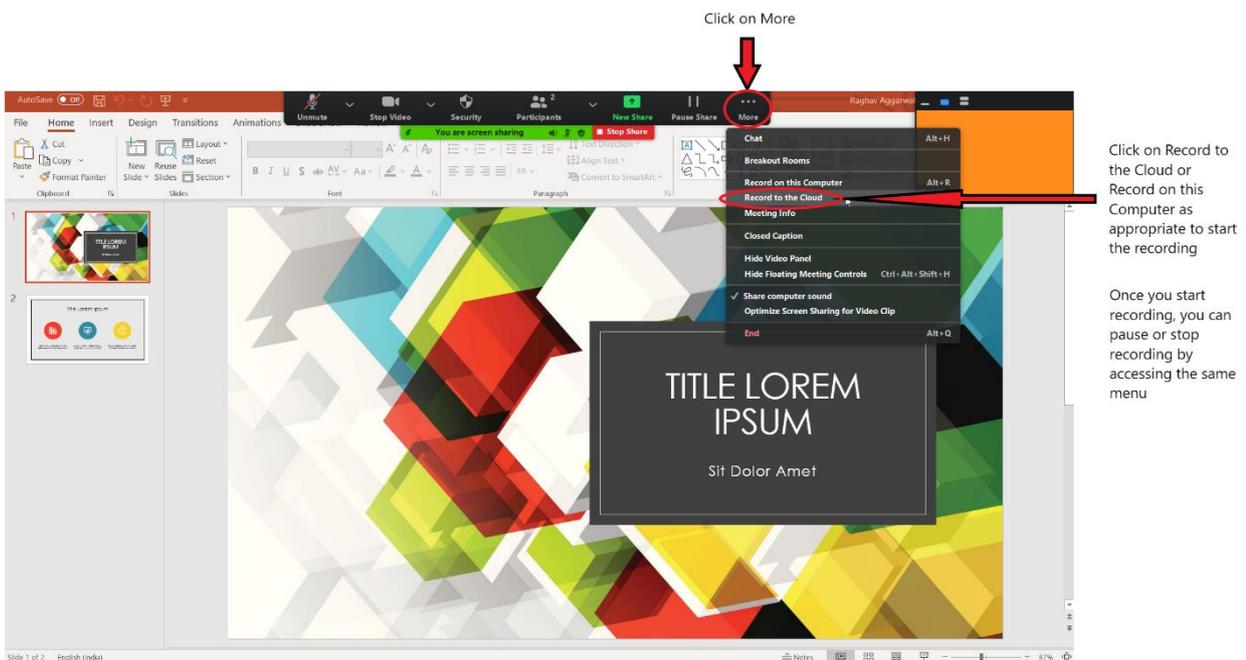
3) Pin your camera window in the appropriate position -



4) After selecting the correct view, you can drag your video to the location you see fit.

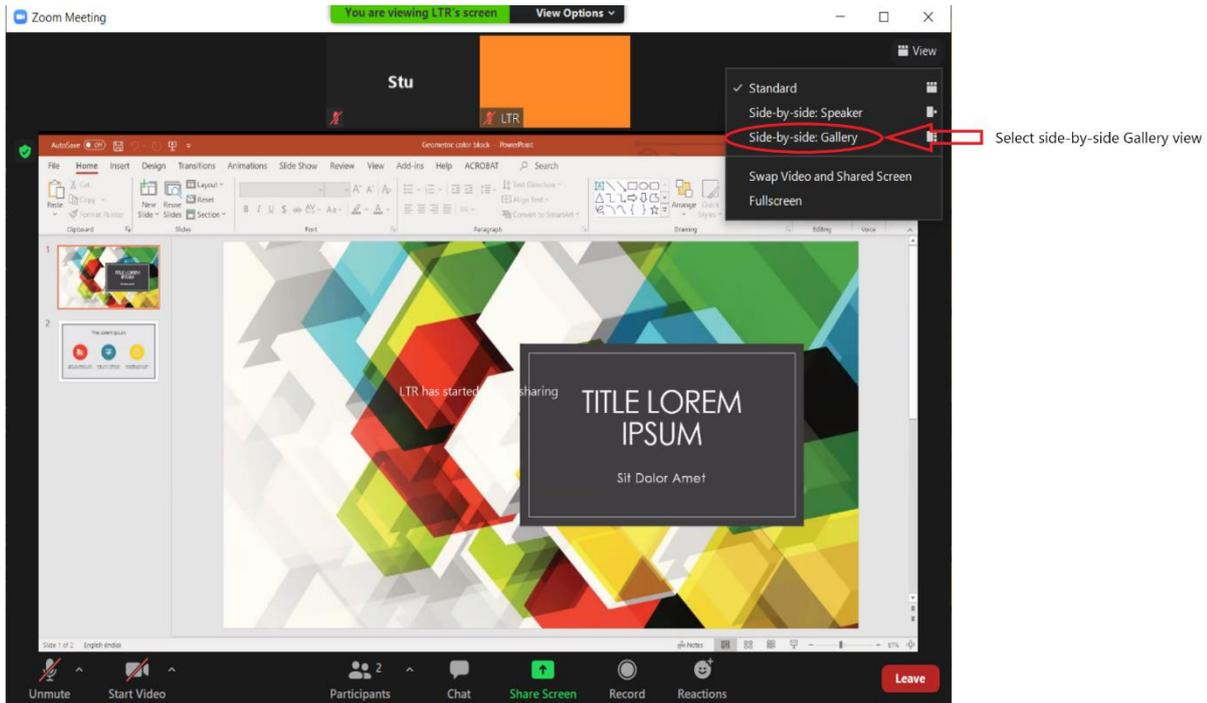


5) Finally, record your session by clicking on More and selecting "Record to the Cloud" -

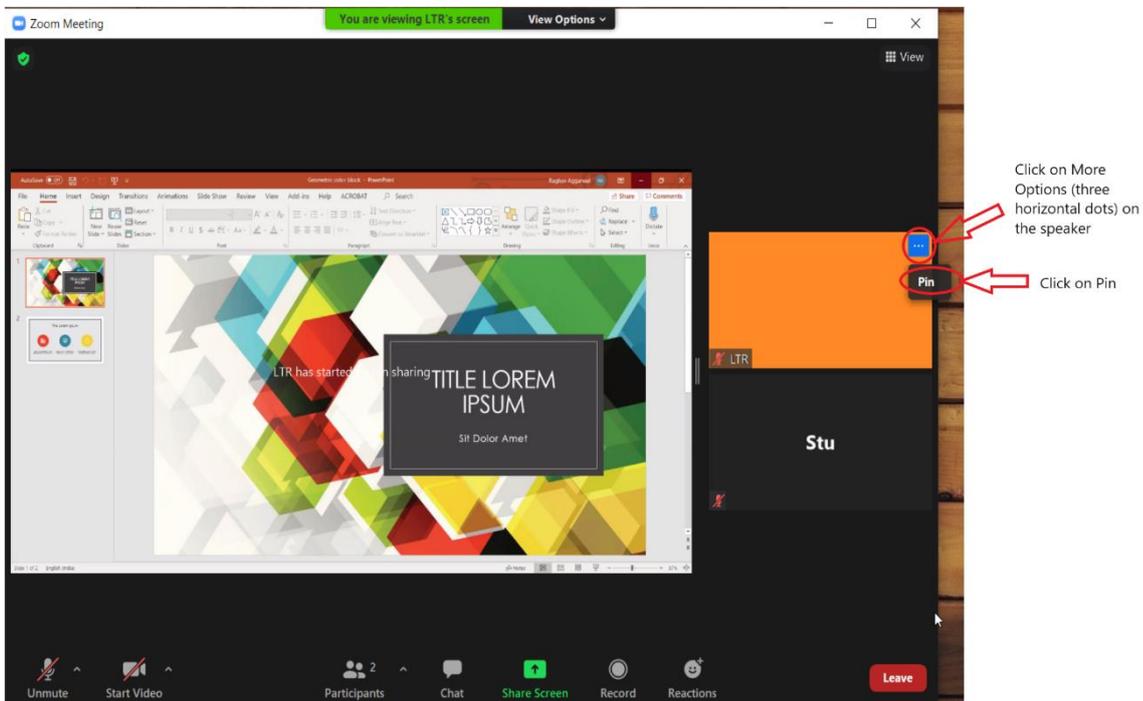


Below are the steps for a participant/ co-host recording -

3) The participant selects the Side-by-side Gallery view -

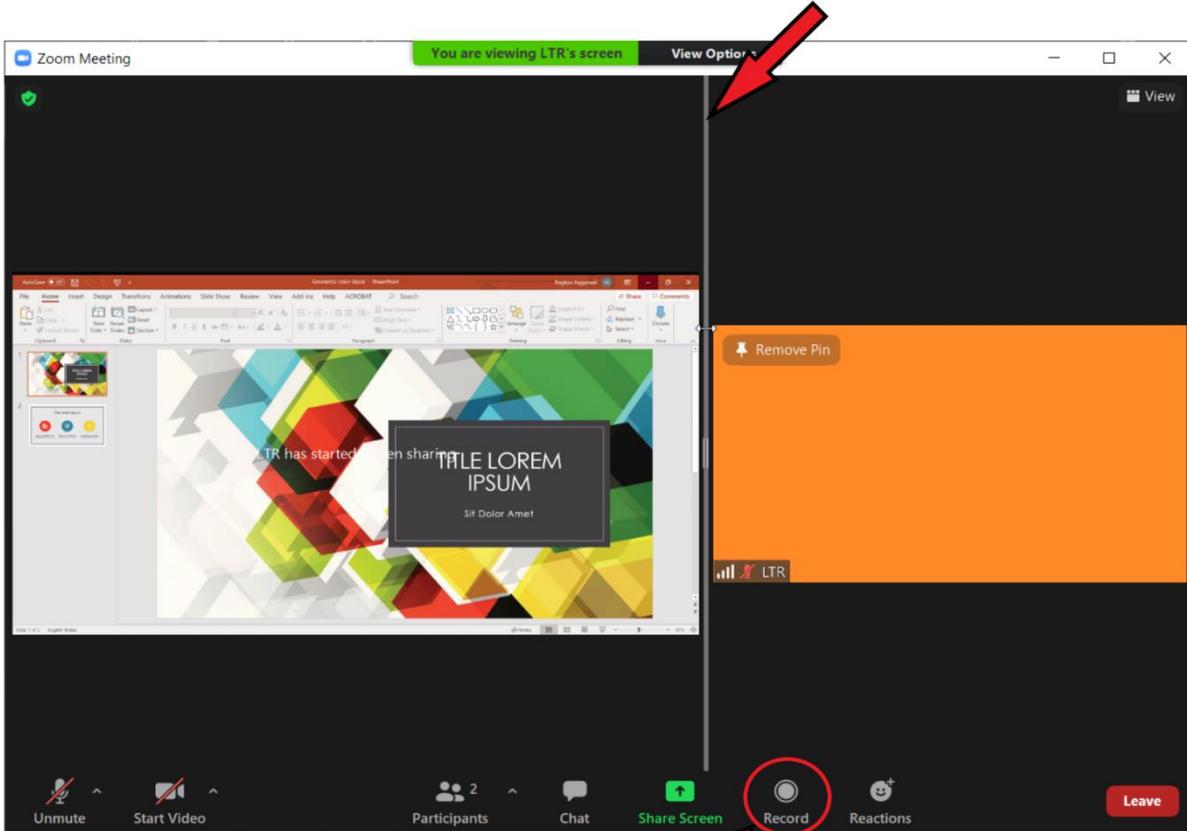


4) The participant pins the host's video -



5) The participants resize the presentation and the host's video and hits records.

Hold and drag the vertical bar to resize the presentation window and speakers' video



Hit Record