

Go Online Share Recording Session with the External Users

Find your Recording Sessions

1- Click on the Online Class Link.

Online Classes

2- Then Click on the three-line Icon (Menu)



3- Click On Recordings



Share the Recording with external users

- 1. Share the Recording with an external user out of your course, click on the 3 Dots Beside each Recording Session,
- 2. Then Click on Recording Settings, Make the link Public Access by Click on Allow public Access

Professors Training Session 3 / recording_2	9/10/2	20, 3:4	19 PM	01:44:42	
Professors Training Session 3 / recording_1	9/10/2	\triangleright	Watch now		
FLE students / recording_1	9/3/20	ſ.√J	Download		
Bachelor Law, Economy / recording_1 Master students EDTS, environmental sustainability, H&E, HOA, LFA / recording_1		۹	Recording se	ettings	
		Ŵ	Delete		
		<i>o</i> o	Copy link		
Professors Session 2 / recording_1	8/31/2	C	Add caption	source	
 ★ Recording name recording_2 Public access ✓ Allow public access 					

3- Then Click on Copy Link

Session name / Recording name	Date	Duration
Records Management Program / recording_3	3/24/20, 9:07 AM	
Records Management Program / recording_2	3/23/20, 10:31 AM	्रि Get link
Records Management Program / recording_1	3/23/20, 9:30 AM	📎 Edit name
192020_Records Management Program / recording_4	3/22/20, 11:32 AM	W Delete
192020 Records Management Program / recording_3	3/22/20, 10:30 AM	чы Сору IInk

4- Share the link with your external user list by email or any proper method.

Good Luck