



Zoom Video Deletion

TechConnect Zoom (ConferZoom) has nearly reached the allotted capacity of cloud storage space for the TechConnect Zoom institutional license.

Zoom videos from **August 15th, 2020** and earlier will be deleted. This means those videos will be lost forever without possibility of recovery. This handout and video will take you through the steps to preserve any videos you wish to save from this period.



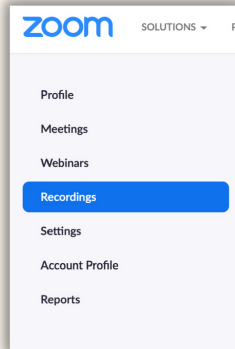
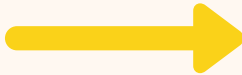
[Click here to watch a how-to video.](#)

DELETION BEGINS JUNE 30, 2021



STEP 1

Log on to Zoom (on the Web with Zoom.us). Click on Recordings tab on the Left menu.



STEP 2

Look at the third column over on the top and find the Start Time column that also includes date.



<input type="checkbox"/> Topic	ID	Start Time	File Size	
<input type="checkbox"/> Teaching Talk 46: Interactivity Tips	978 4308 3634	Apr 27, 2021 06:09 PM	2 Files (248 MB)	Share... More ▾



STEP 3



Locate any Zoom recording with a date of August 15th, 2020 or earlier.



Mar 23, 2020 12:59 PM
Mar 22, 2020 03:58 PM
Mar 22, 2020 01:57 PM

STEP 4

Click on the Zoom recording title in the first column to access the recording.

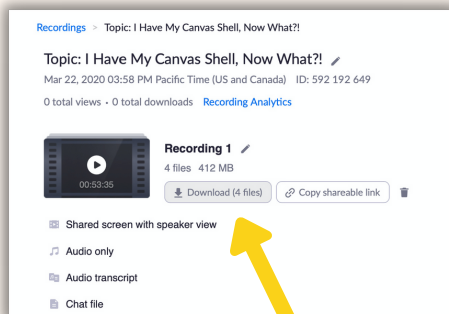


<input type="checkbox"/>	Topic: I Have My Canvas Shell, Now What?!
<input type="checkbox"/>	Topic: The Syllabus and Student Behavior in Canvas




STEP 5

Download any of the files in the Zoom recording by clicking the arrowed button. The files here will depend on your recording settings.



STEP 6

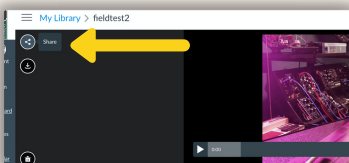
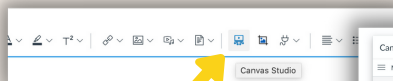
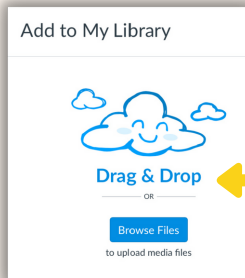
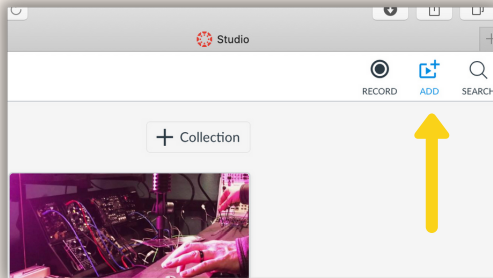
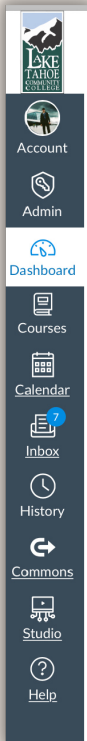
The files are now on your computer. At this point, you can leave them there, copy to a hard/flash drive, or go to the next steps for public access of the previous Zoom recordings. Note the naming convention of the file (GMT.....)



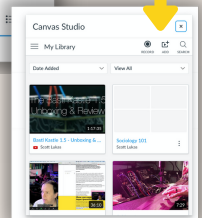
QuickTime Player			
MS - PODCAST - Opener.mov	1.45 GB	QT movie	Mar 17, 2021 at 6:23 PM
GMT20210330-165801_...rding_avo_1280x720.mp4	253.2 MB	MPEG-4 movie	Today at 11:18 AM
TextEdit			
58276289-feld-ethnomusicology.rtf	81 KB	RTF Document	Feb 23, 2021 at 1:36 PM
GMT20210427-185836_Recording.txt	138 bytes	Plain Text	Yesterday at 1:44 PM
GMT20210330-165801_Recording.transcript.vtt	3 KB	Plain Text	Today at 11:18 AM

STEP 7 CANVAS STUDIO

Upload the downloaded Zoom video to Canvas Studio following the steps below.



Share link



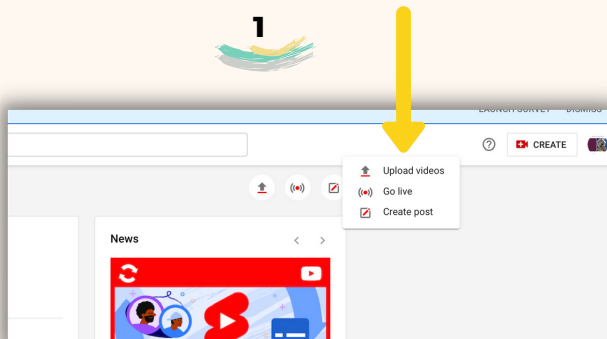
Insert in Pages

STEP 8 YOUTUBE

Upload the downloaded Zoom video to YouTube following the steps below.



1



[Visit LTCC Teaching & Learning](#)