Zoom – Upload recordings to Panopto

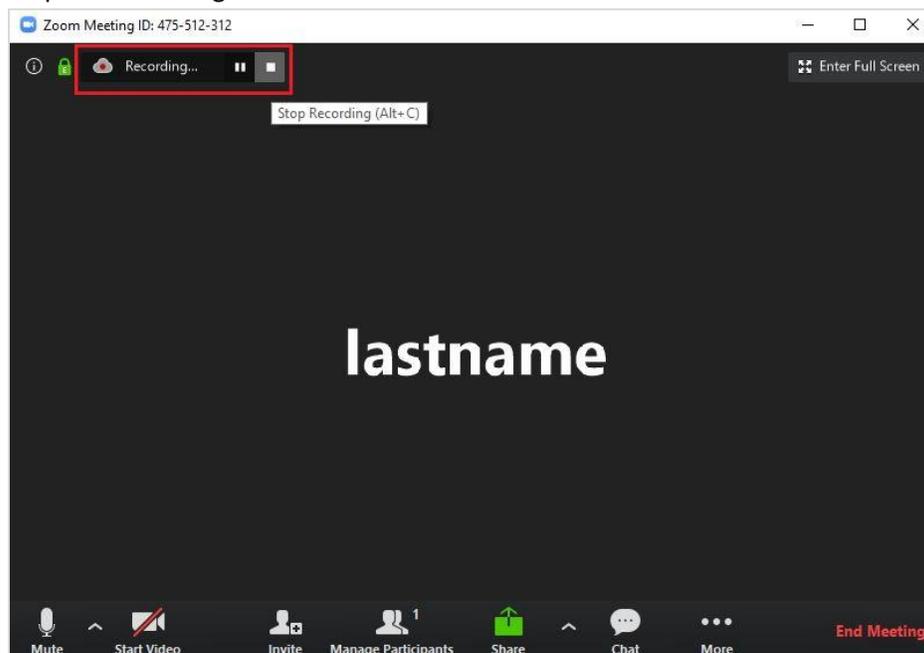| A. Record the Zoom Meeting	→	B. Download the recording from Zoom	→	C. Upload the video to Panopto
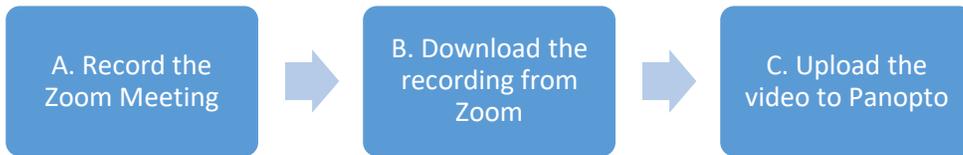
A. Record the Zoom Meeting
1. Suppose you are the host of the meeting (by default only the host can perform recording). After you started the meeting, click "Record" > "Record to the cloud".
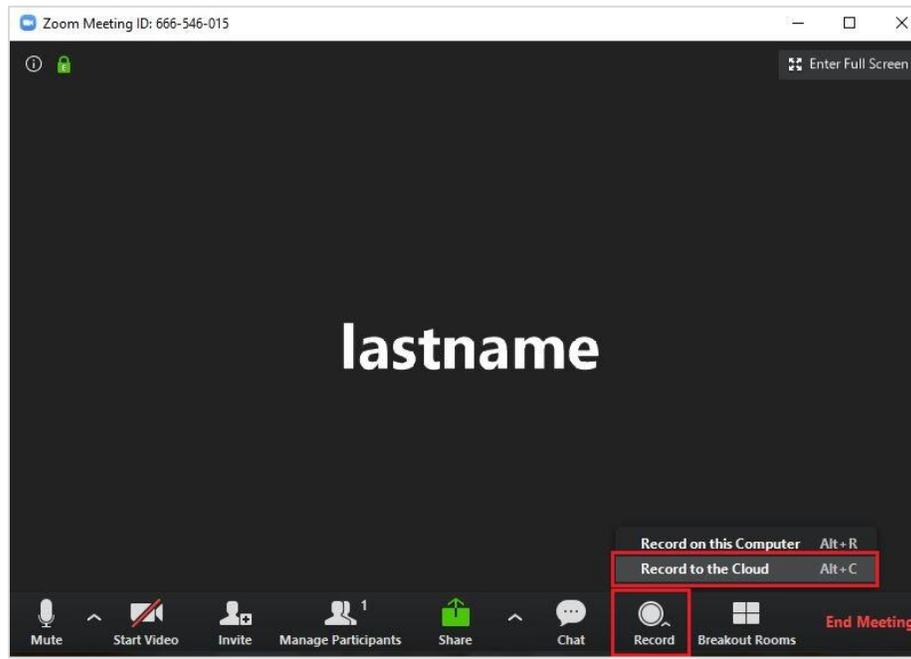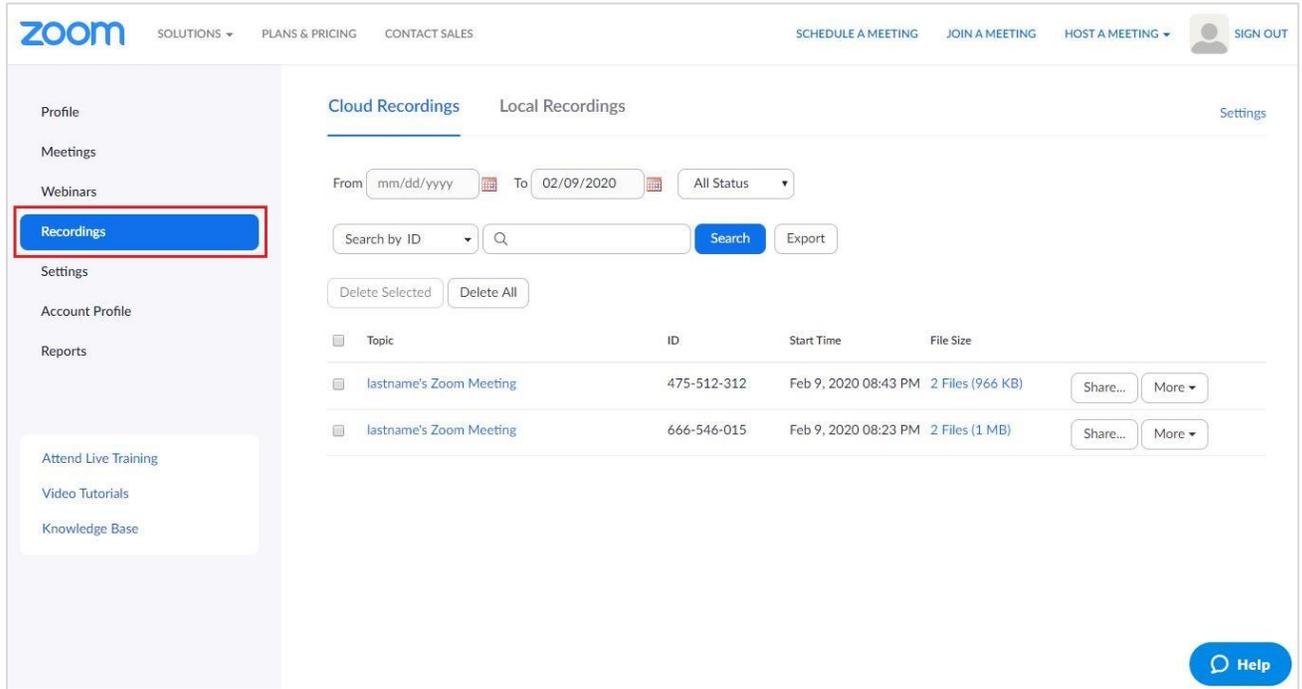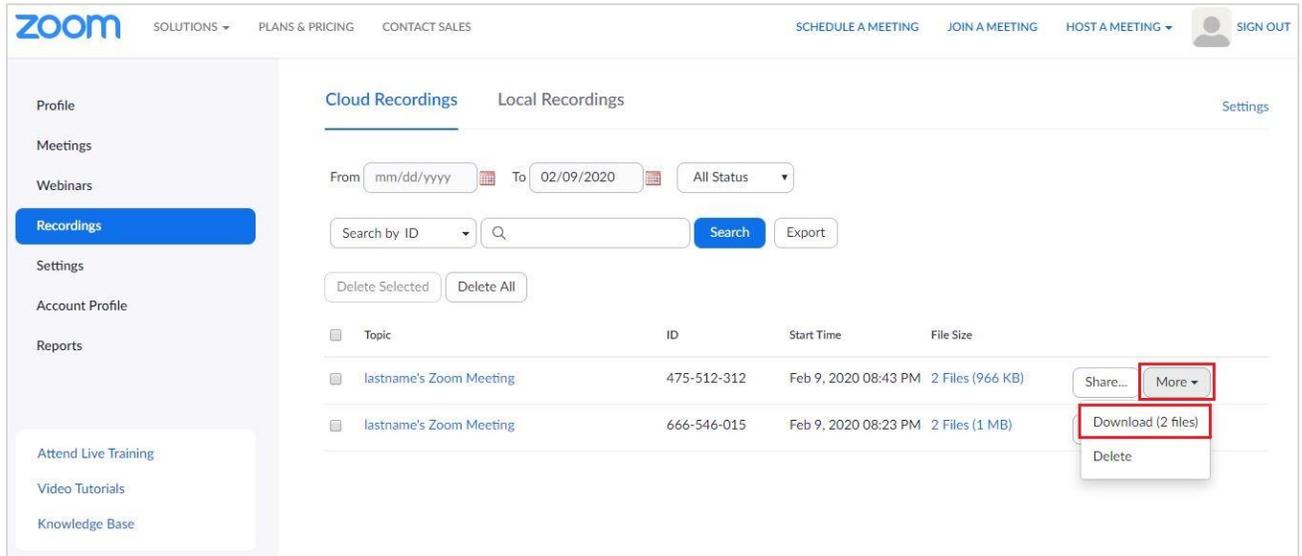

2. Stop the recording.

B. Download the recording from Zoom
1. Access https://cuhk.zoom.us > Recordings (only the host can access the recordings).
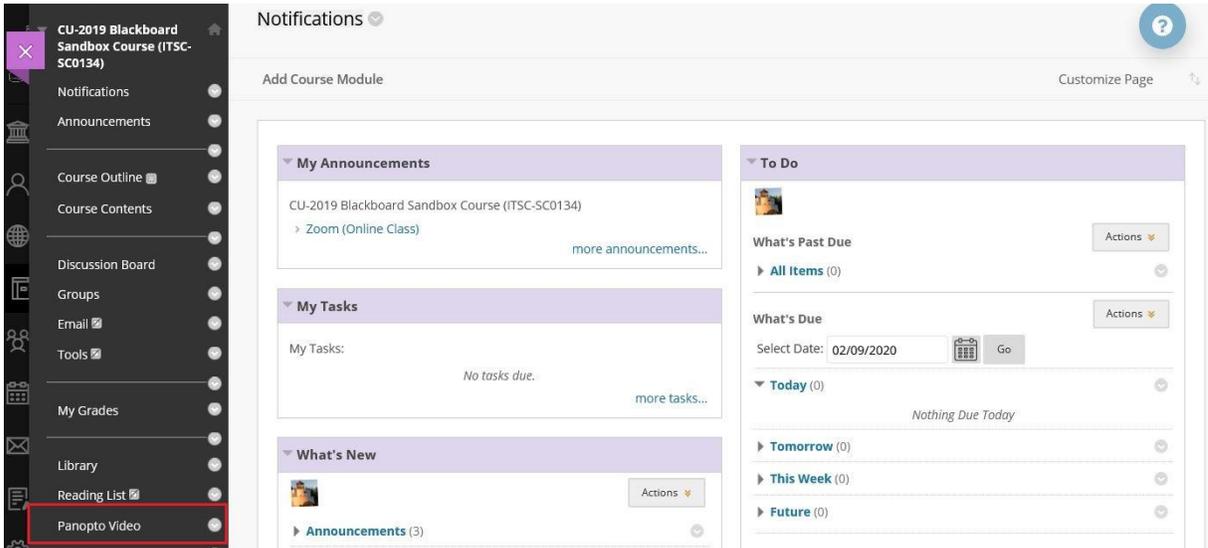
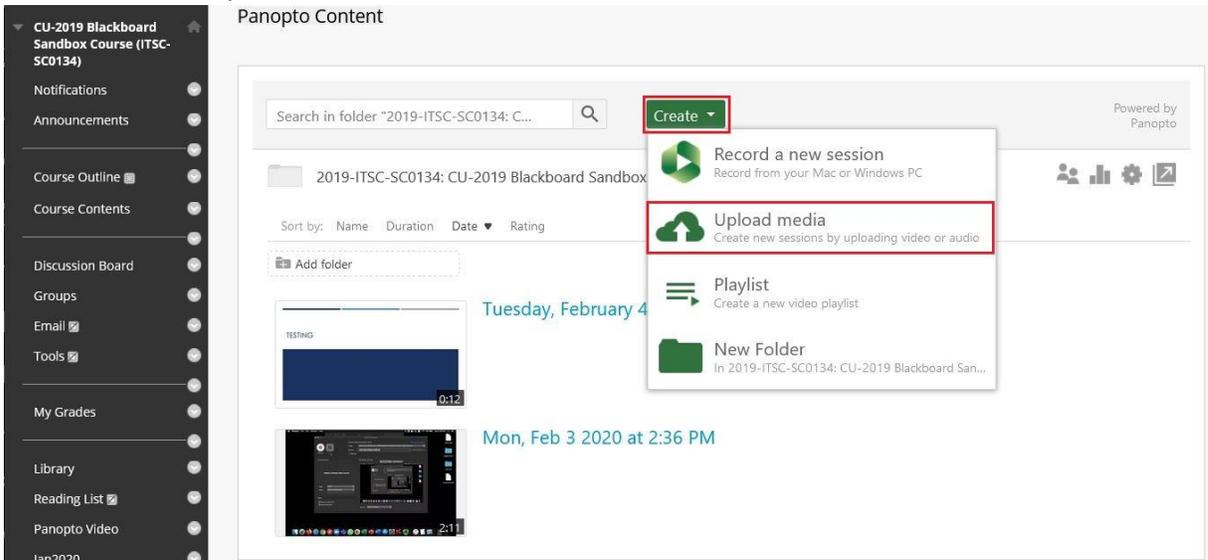2. Click "More" and select "Download".

C. Upload the video to Panopto
   1. Access your Blackboard Course. Click "Panopto Video" in the menu.

   2. Click "Create" > "Upload media".

   3. Upload the video following the instruction provided. For more, please see here.