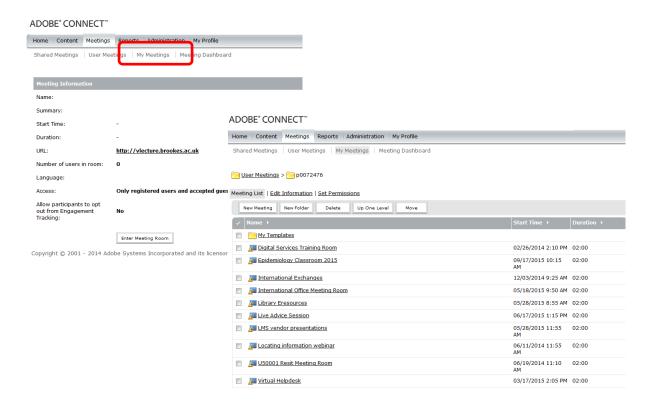
How to view an Adobe Connect recording directly

Please note: Only hosts can make an Adobe Connect recording available to participants. If you are not a host please contact the Adobe Connect administrator (email cs-mediaworkshop@brookes.ac.uk) and ask them to do this for you.

Click on the link to the Adobe Connect room in your Moodle space and click on the link that says **See server meeting details**.

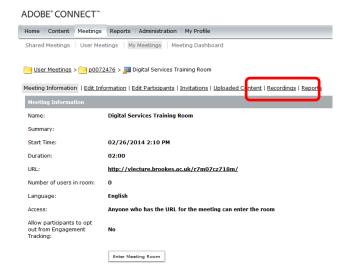


This will open a new tab/window and take you into the Adobe Connect admin interface. Click on the **My Meetings** tab (in the second row of text) and click on the title of the meeting room that you want to access the recording for.

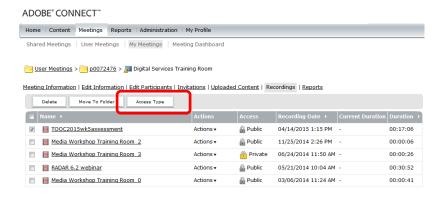




Click on the **Recordings** tab



Put a tick in the checkbox next to the title of the recording that you want to make available and then click on the **Access Type** button.



Choose the **Public** radio button and then click on the **Save** button. Click on the title of the recording again to access the recording URL which you can then share with your participants via an email.

