

Accessing Recorded Teams Meetings

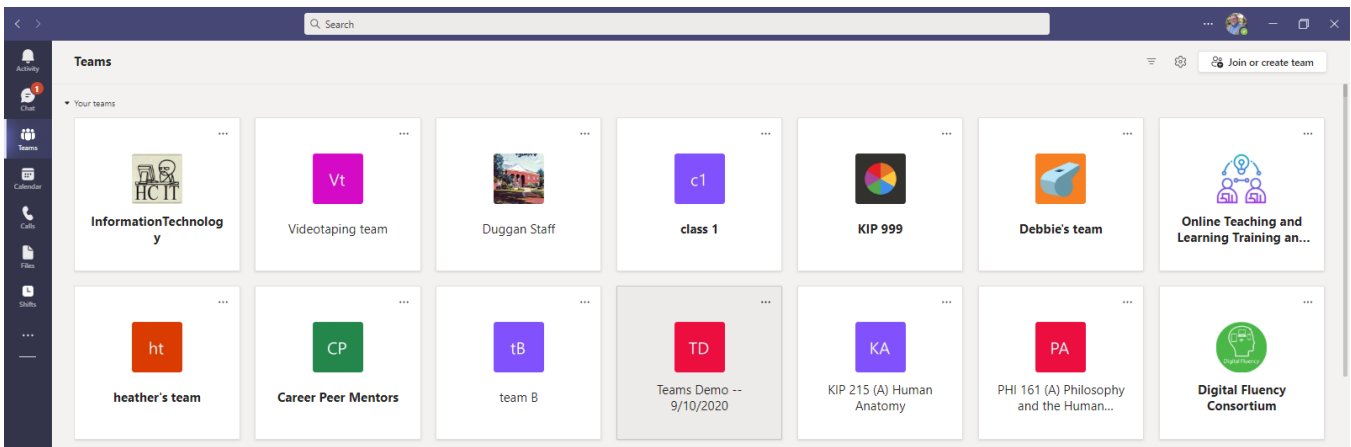
Microsoft has changed the location where recorded video of Teams meetings will be saved.

Rather than going directly to Stream, as they have in the past, recorded Teams videos that have been recorded will be saved in SharePoint.

Here is why -- over the next few years, Microsoft is going to radically change how Stream is configured. This new work on Stream will mean that going forward for the next year or two, any video recorded in will be saved within a Teams team (like your class's team) and in SharePoint, rather than Stream.

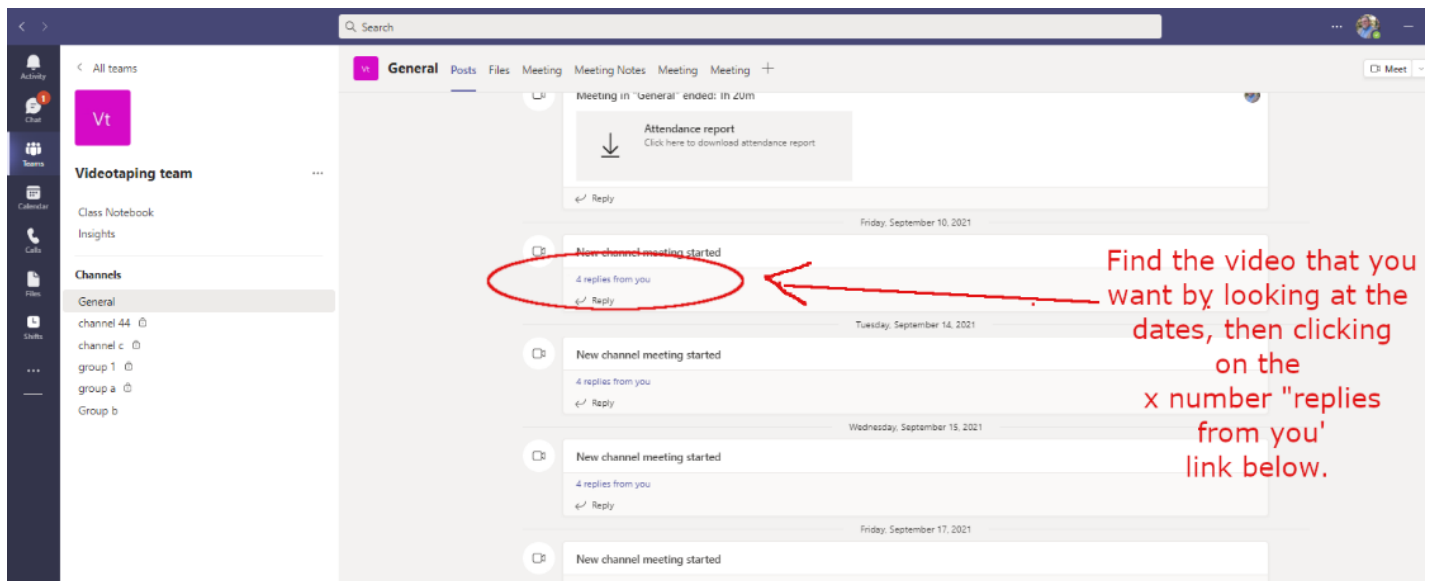
Here is how to find previously recorded videos that were created in Teams (since late fall of 2021) and how to share them out.

1. If you aren't already in the Team where you recorded the video in question, go to it.

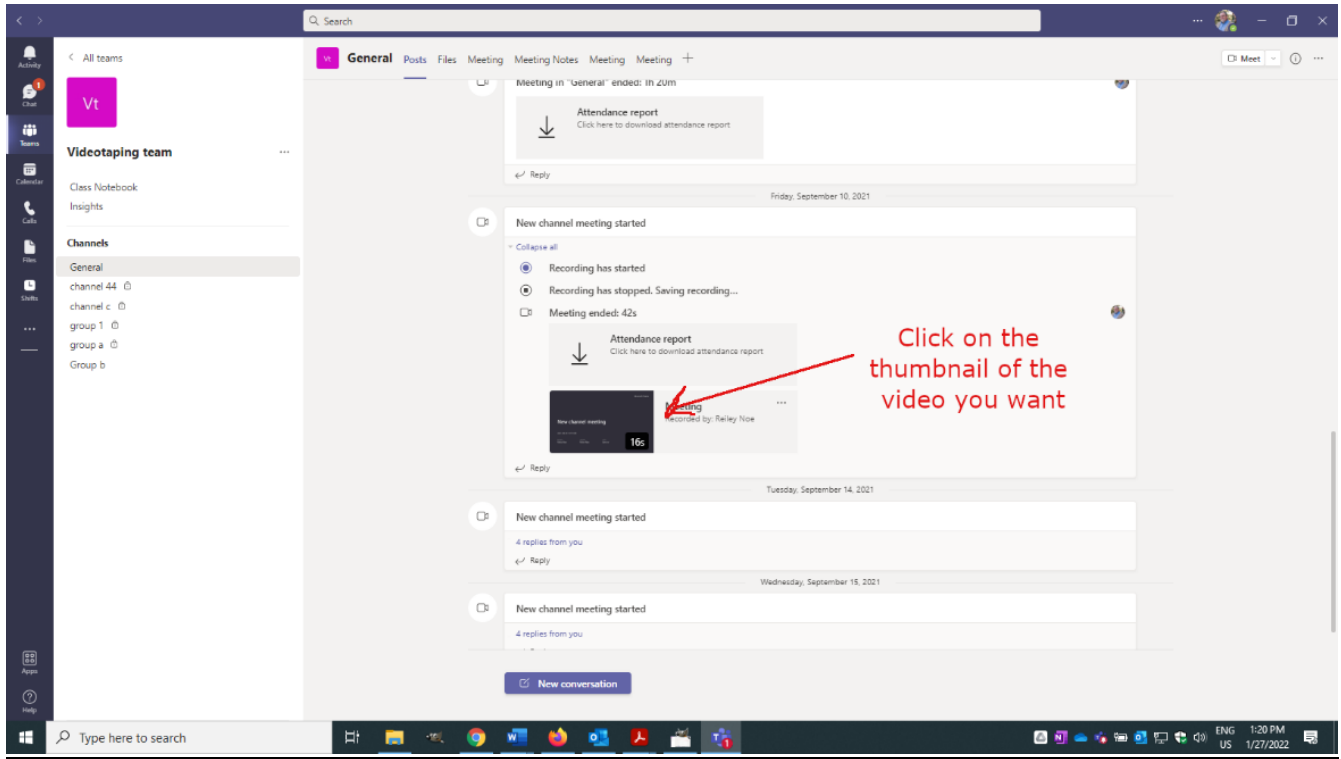


2. Once you are inside that Team, look in the central area. Look to the right of a 'new channel meeting' or 'new meeting in general' text and you'll see a specific date.

Under the date in question, click on the link for "(x number) replies to you"



3. Click on the thumbnail that appears.

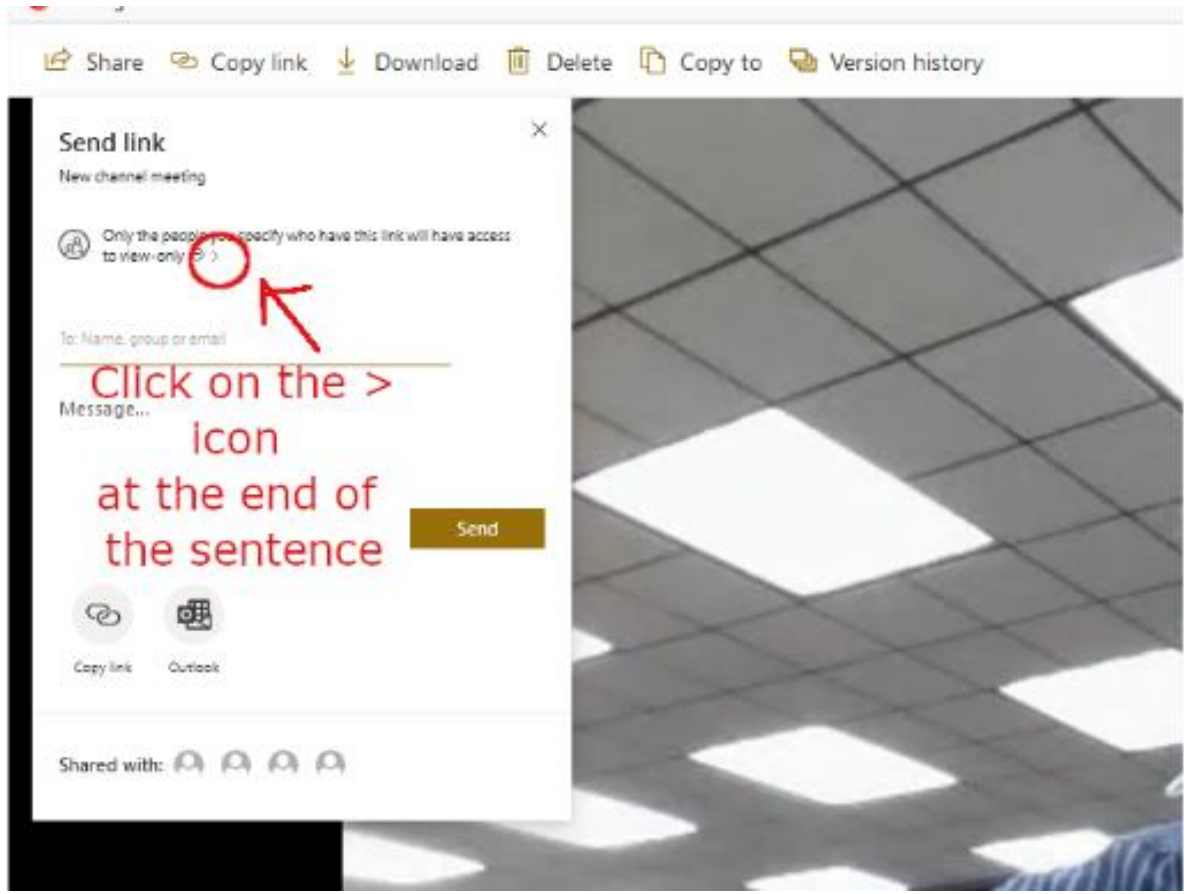


4. The video opens up and expands within a SharePoint interface. You could click on the white arrow to play the video, if you want to double-check that this is the video that you want.

To share out your video, click on the Share button.



5. You'll see a sentence about "only people who have this link can view the video" with an angle bracket (>) at the end. Click on that angle bracket.



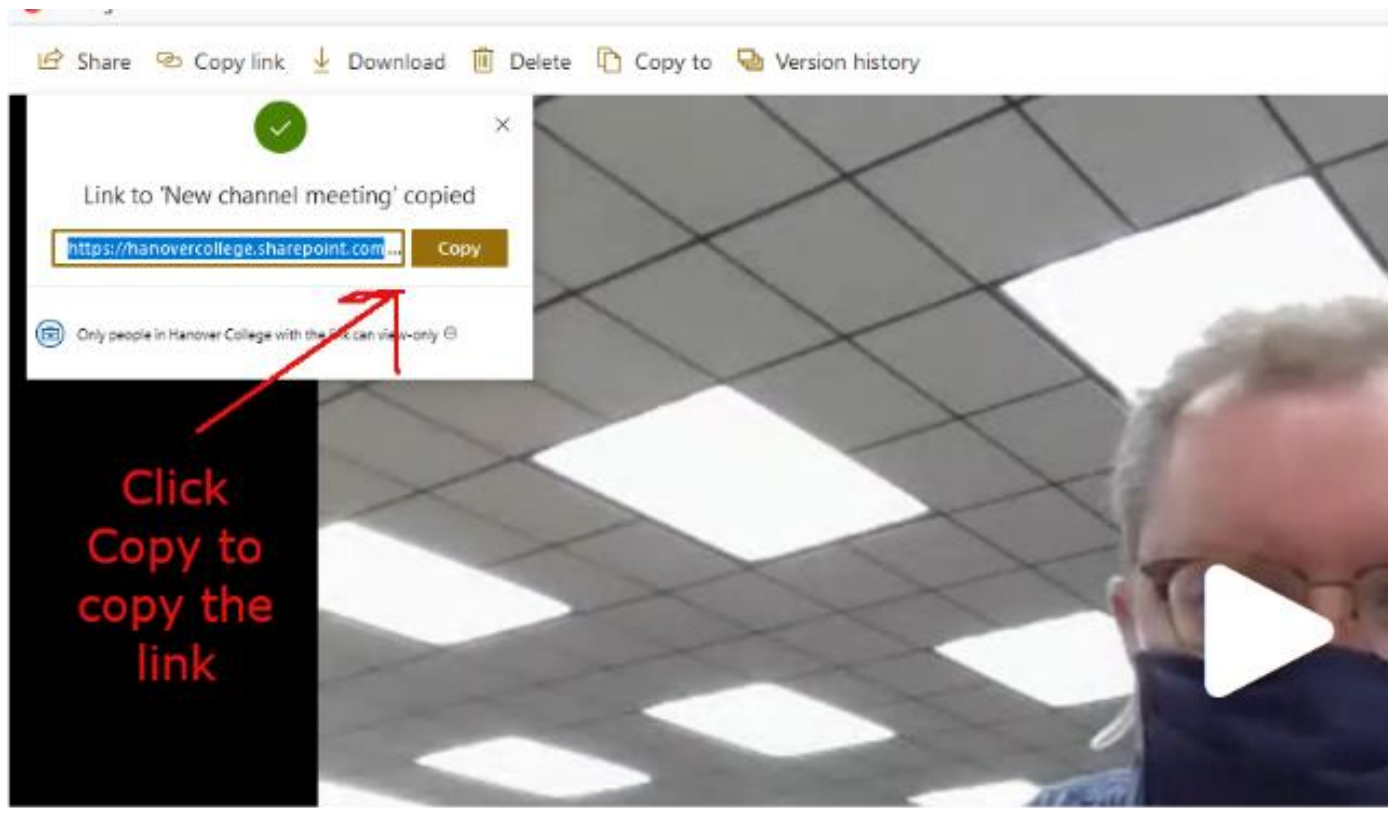
6. Click on "People in Hanover College with the Link" and then click the Apply button.



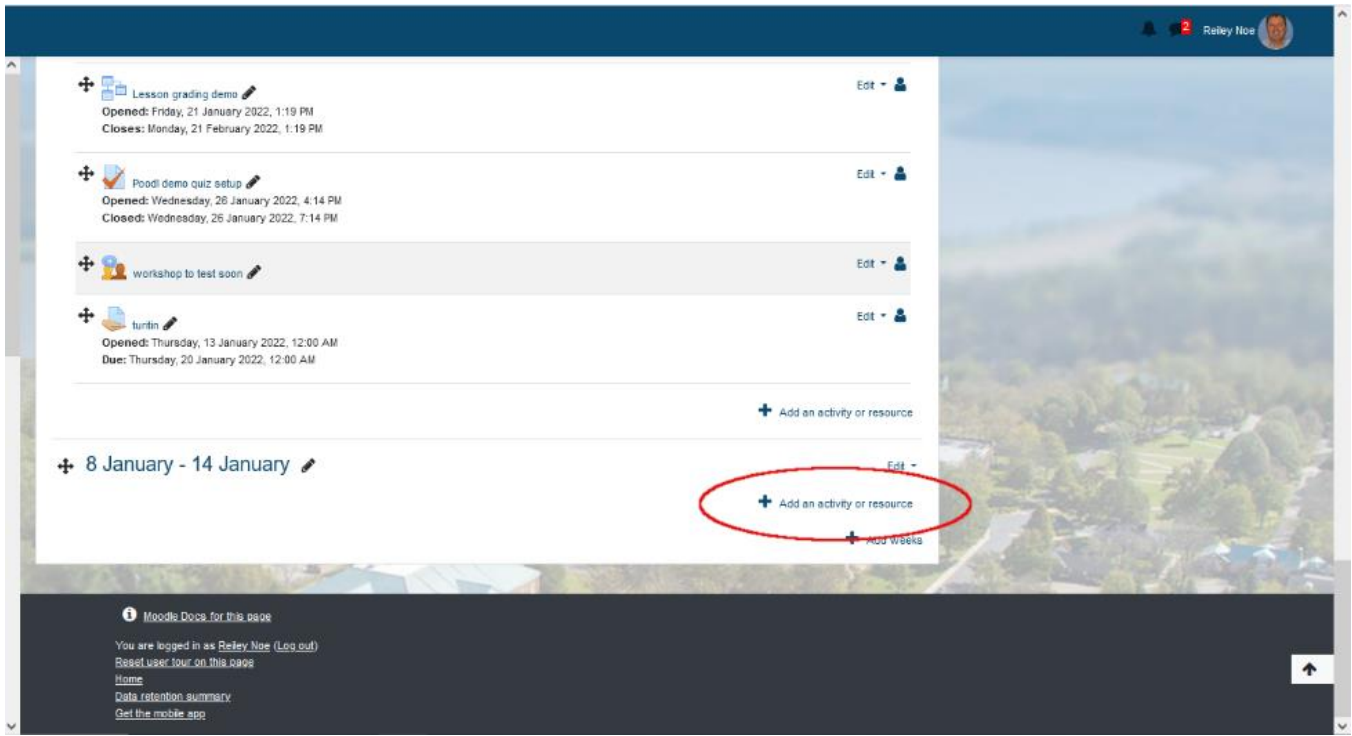
7. Click on the Copy Link icon.



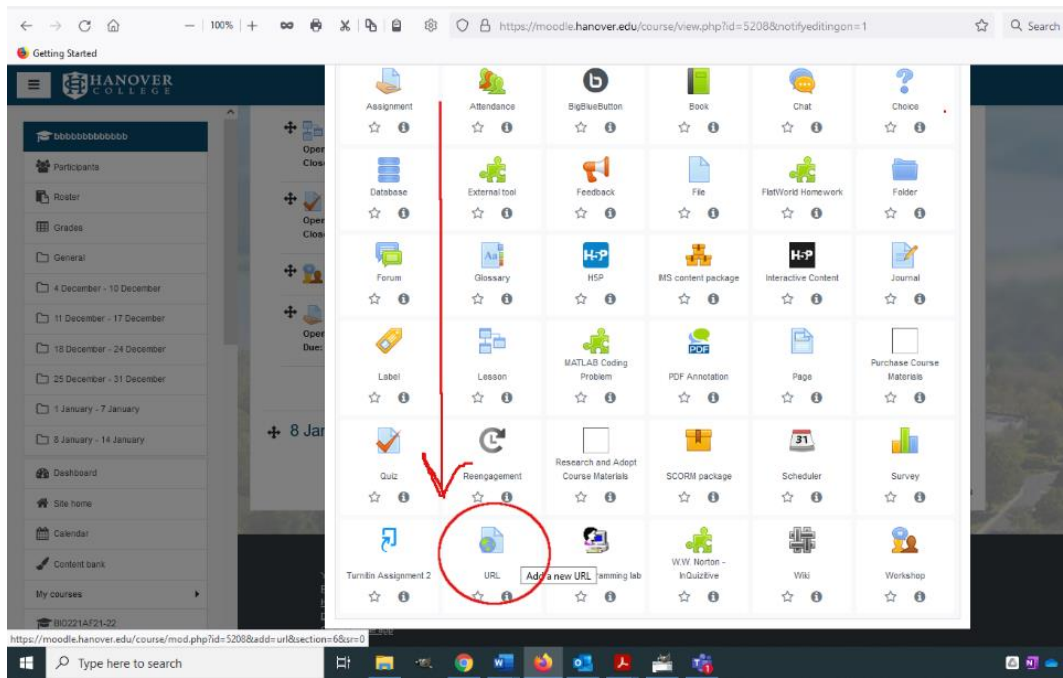
8. Click on the Copy button. This will copy your link to a clipboard. You can paste it into a document or an email or onto a Moodle page.



9. Moodle users -- click on Add an Activity or Resource to add the link to the video to your Moodle page.



10. Select the URL resource.



11. On the next page, name the URL resource, paste in the URL and save it.

EDU 999999

Dashboard / Courses / Resources / Faculty Resources / Demo courses / bbbbbb / 8 January - 14 January / Adding a new URL to 8 January - 14 January

Adding a new URL to 8 January - 14 January

Expand all

General

Name: 1. Name the link

External URL: 2. Paste the copied URL from SharePoint

Description:

Rich text editor toolbar: Bold, Italic, Underline, Strikethrough, Link, Unlink, Bulleted list, Numbered list, Indent, Outdent, Undo, Redo, Help.

Display description on course page

Appearance

URL variables

Common module settings

Restrict access

Scroll down and click the Save button

12 . It is now on the course page. Take a moment to click on it and test it.

Closed: Wednesday, 20 January 2022, 7:14 PM

workshop to test soon

turbid

Opened: Thursday, 13 January 2022, 12:00 AM

Due: Thursday, 20 January 2022, 12:00 AM

8 January - 14 January

Lecture from the reference desk

Moodle Docs for this page

13. If you or your audience cannot view the video, it is likely an issue with the permissions.

Go back through steps 5-8. Click on the thumbnail again in Teams and then the Share button in SharePoint. Then click on the angle bracket in the popup, but share it with the most broad permissions possible, like 'Anyone with the Link' or 'Anyone at Hanover College with the link'.

If this doesn't work, contact the instructional technologist if you have any questions – Reiley Noe, noe@hanover.edu

