Using Zoom to Create Quick and Easy Screen Recordings!

All you need is Zoom and a microphone! It is a great tool for quickly recording your screen and audio all in one.

- Get started by opening the Zoom application on your computer and click on Start with Video to record yourself alongside your desktop with audio.
- When prompted, click on Join Audio Conference by Computer so Zoom will record your PC's microphone.
- Now you have started a "meeting" with yourself as the only participant.
- Click on Share Screen button. Select the screen you want to share (PowerPoint Presentation).
- The chosen screen will have a green border surrounding it to verify it is being shared.
- Move your cursor to the green area where your meeting ID is listed. A menu will appear.
- In this menu, click More, then either Record on This Computer or Record in the Cloud.
- When done recording, click on End Meeting. The Zoom app will begin compressing the screen recording and available to you in the way you recorded it, via the computer or the cloud.
- Upload your recorded presentation and audio files in the Upload Form below.