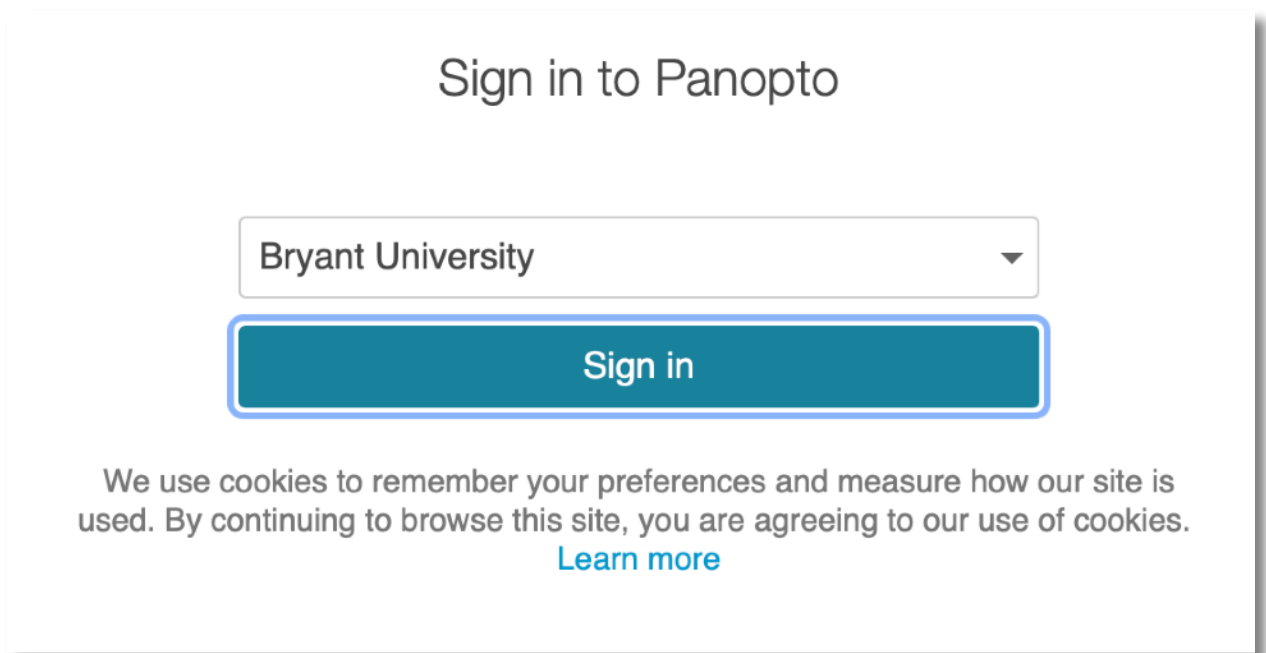


Where to Find Zoom Recordings in Panopto

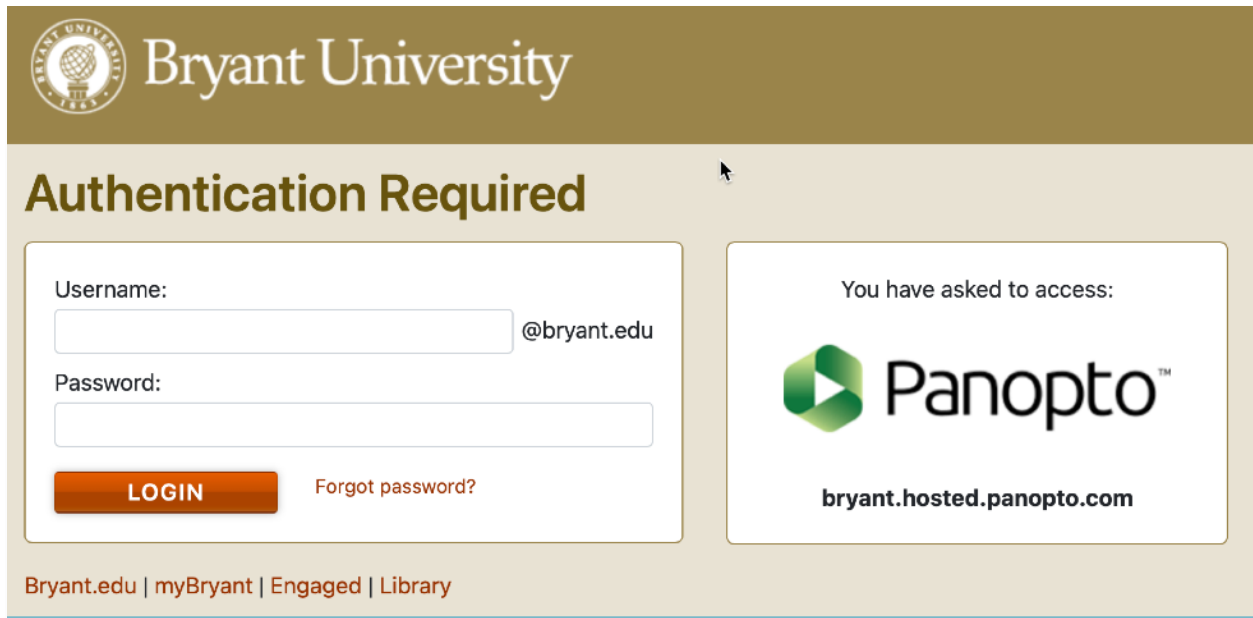
This document will show you can find your cloud Zoom recordings in Panopto using Panopto's backend access portal.

- **Log into Panopto** by going to <https://bryant.hosted.panopto.com/>
- Make sure **Bryant University** is chosen from the dropdown list
- Click **Sign in**



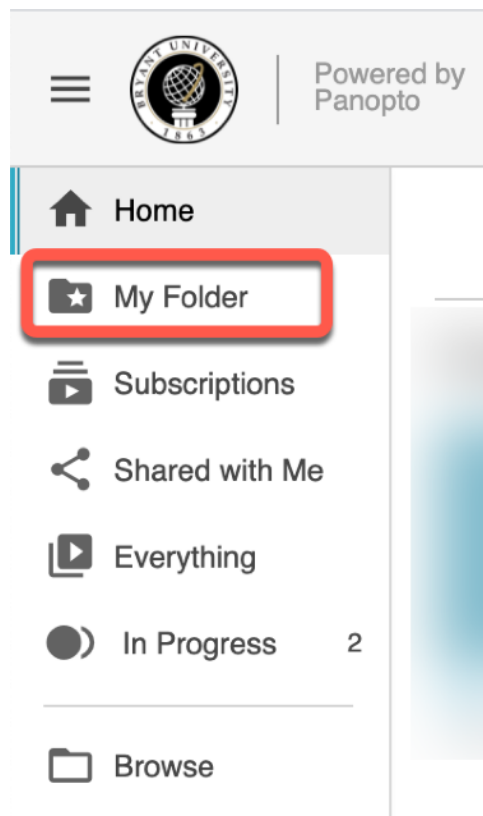
The screenshot shows the Panopto sign-in interface. At the top, it says "Sign in to Panopto". Below this is a dropdown menu with "Bryant University" selected. Underneath the dropdown is a prominent blue button with the text "Sign in". At the bottom of the page, there is a cookie consent message: "We use cookies to remember your preferences and measure how our site is used. By continuing to browse this site, you are agreeing to our use of cookies." followed by a blue link that says "Learn more".

- If prompted, log in with your **Bryant credentials**

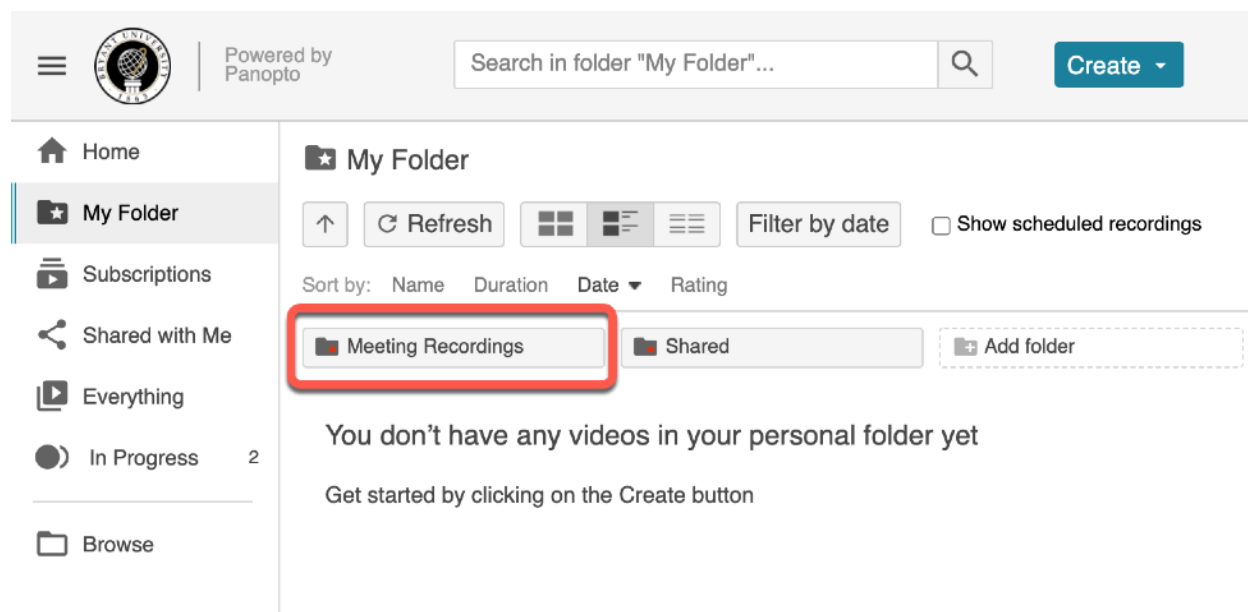


The image shows a login page for Bryant University. At the top left is the Bryant University logo and name. Below this is a section titled "Authentication Required". On the left side of this section is a login form with fields for "Username:" (with a placeholder "@bryant.edu") and "Password:". Below the password field is an orange "LOGIN" button and a link for "Forgot password?". On the right side of the section is a box that says "You have asked to access:" followed by the Panopto logo and the URL "bryant.hosted.panopto.com". At the bottom of the page are links for "Bryant.edu", "myBryant", "Engaged", and "Library".

- From the menu on the left, click on My Folder



- Click on Meeting Recordings



All Zoom recordings whether they are classes, personal meetings, office hours, etc will be deposited in this folder by default when you choose to record Zoom to the cloud - which is what we recommend.

If you would like to have your Zoom class recordings to be filtered to their proper course in Canvas, we have a guide for that as well. You can find that guide on our Panopto support page - <https://cte.bryant.edu/panopto/>