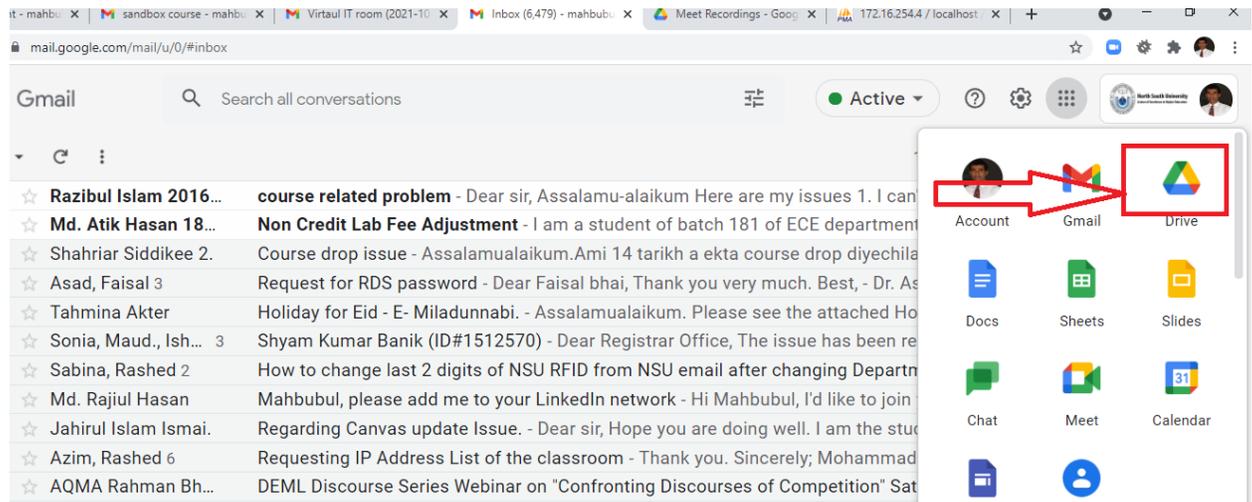


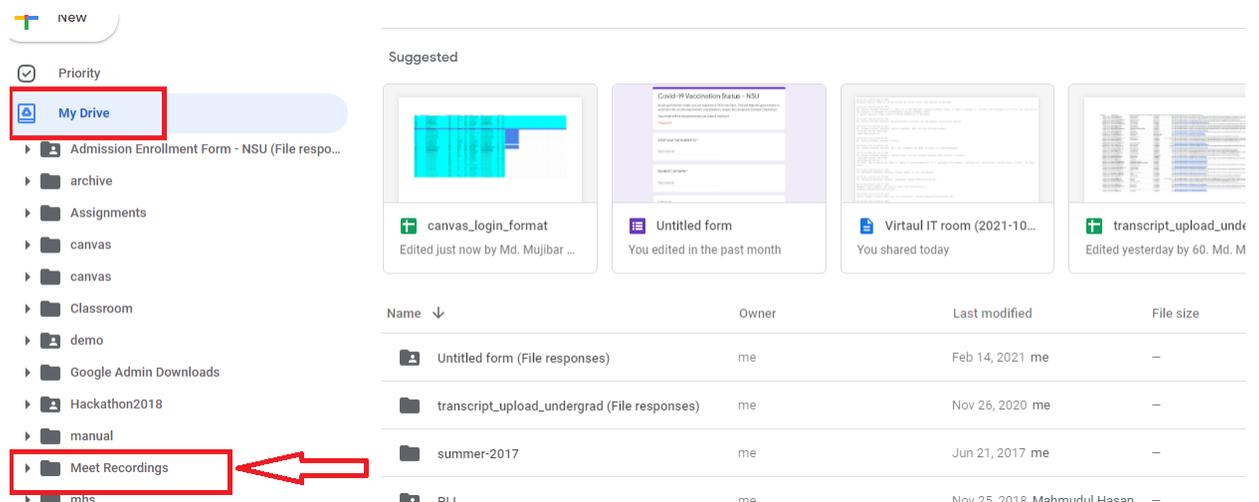
Class Recording – How to Share

By default, class recording gets collected inside Google Drive in the “Meet Recording” folder

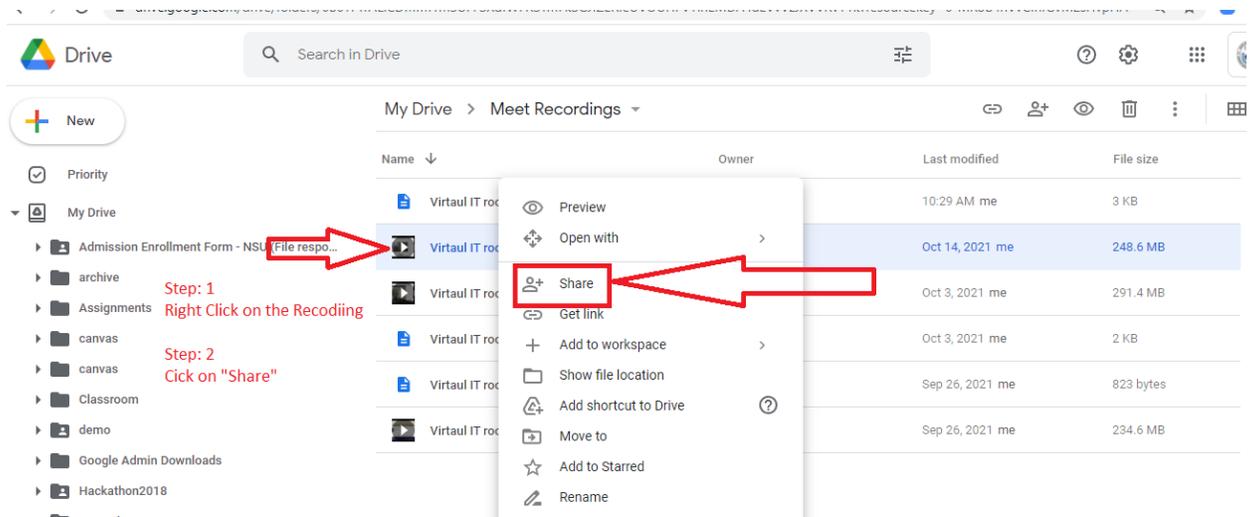
1. Login to NSU email system and click on Google Drive



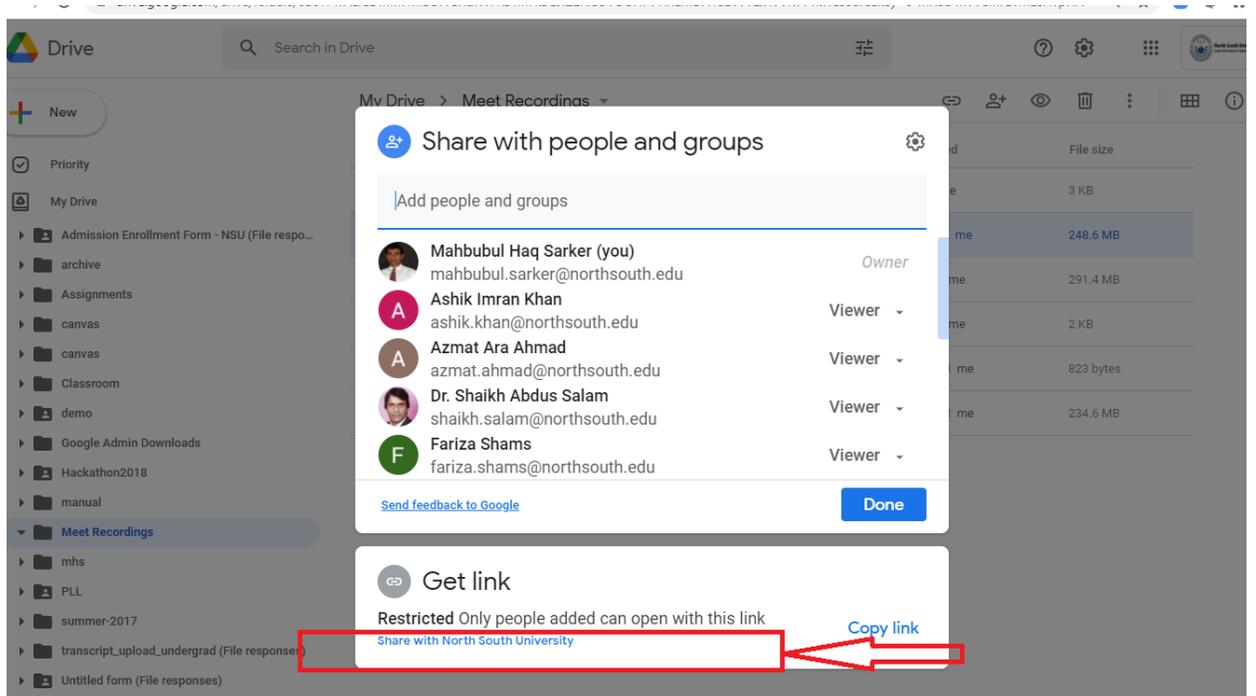
2. Click on “My Drive” and then click on “Meet Recording” Folder



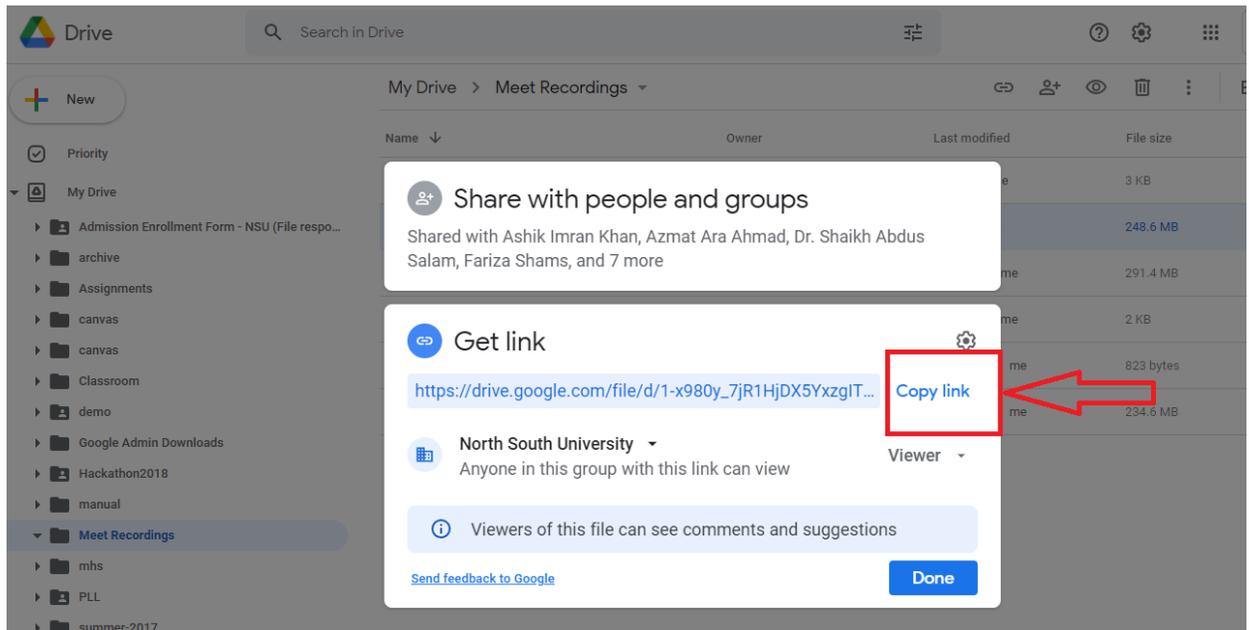
3. Right click on the Class Recording you are looking for and then click on “Share” Menu



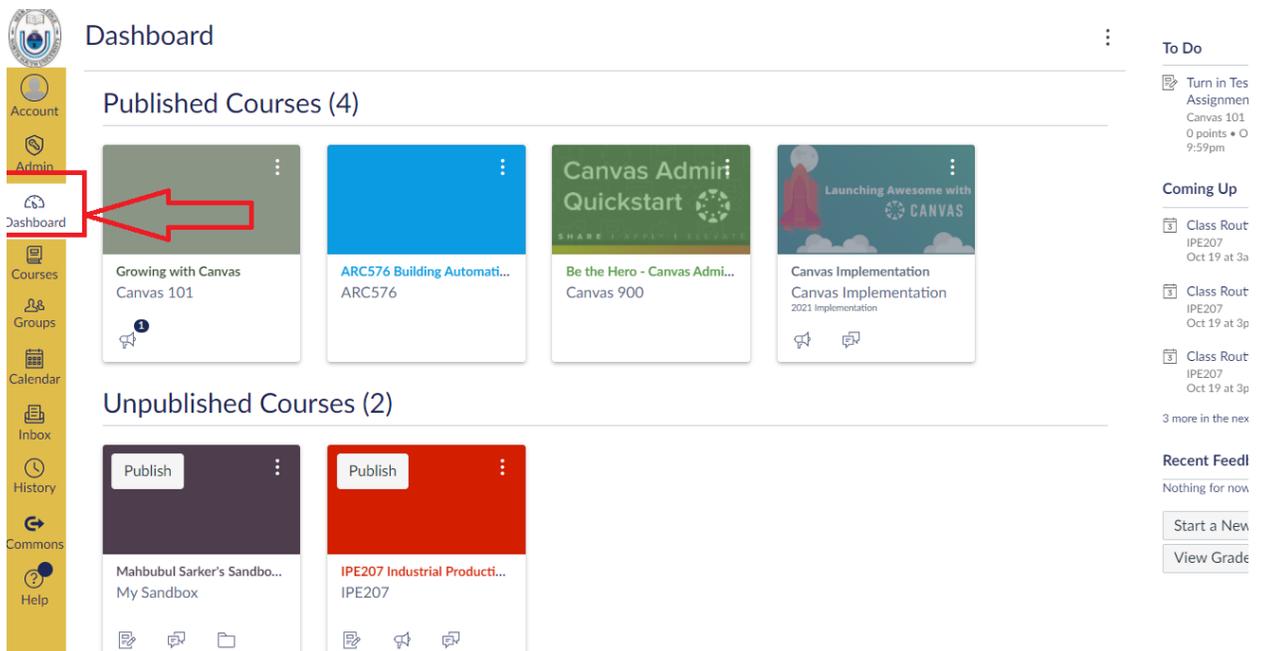
4. Click on the link beneath the “Get link” to permit students to view with NSU email account



5. Click on **“Copy link”** and then Click on **“Done”** button



6. Now, Login to Canvas and Click on Dashboard and then **Click on the desired Course** to share the class recording



7. Click on the **“Announcement”** menu in the top left side of your screen. In Canvas, there are at least 4 ways to share resources with the student. Announcement is just one of the ways.

IPE207 > Modules

Account Admin Dashboard Courses Groups Calendar Inbox History

Home Assignments **Announcements** Discussions Grades Syllabus Rubrics Quizzes Modules Collaborations Dropbox for Canvas Google Drive Chat

Collapsible All View Progress Export Course Content + Module

Course Status Unpublished Publish Import Existing Content Import from Commons Choose Home View Course New Announcement New Analytics View Course Notifications Coming Up

Welcome Module

- Welcome
- Course outline
- Course outlines
- Class Introduction
- Virtual Classroom Link
- Getting Started At A Glance

8. Click on the **+Announcement** on the upper right corner of your screen

IPE207 > Announcements

Account Admin Dashboard Courses Groups Calendar Inbox History

Home Assignments **Announcements** Discussions Grades Syllabus Rubrics Quizzes Modules Collaborations Dropbox for Canvas Google Drive Chat Pages

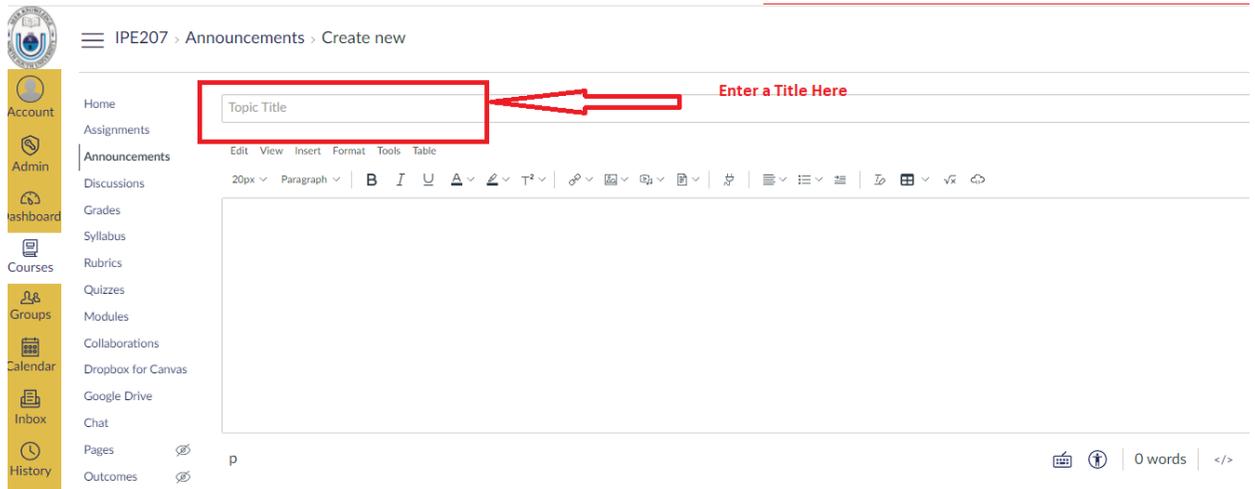
All Search + Announcement External

Recording of lecture Number 2
All Sections
Lecture Recording
Oct 14, 2021 at

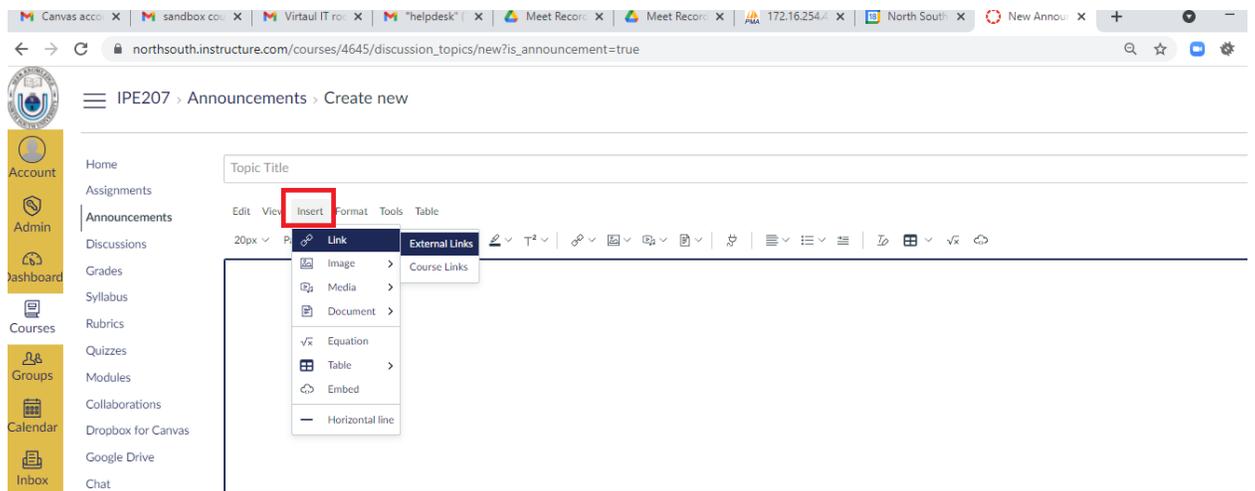
Lecture Record is here... Please check it out.
All Sections
click here to get the lectur of my today's class. step1.mp4
Oct 9, 2021 at

Lecture 2
All Sections
step4.mp4
Oct 7, 2021 at

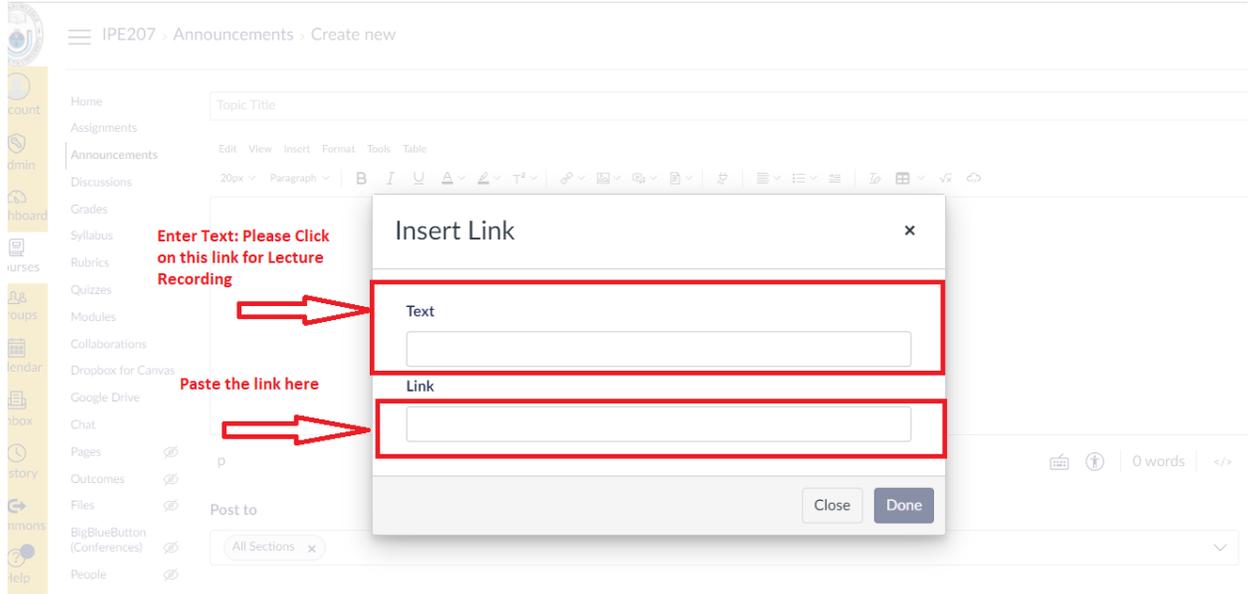
9. Enter Topic Title. It could be something like “Lecture Recording”



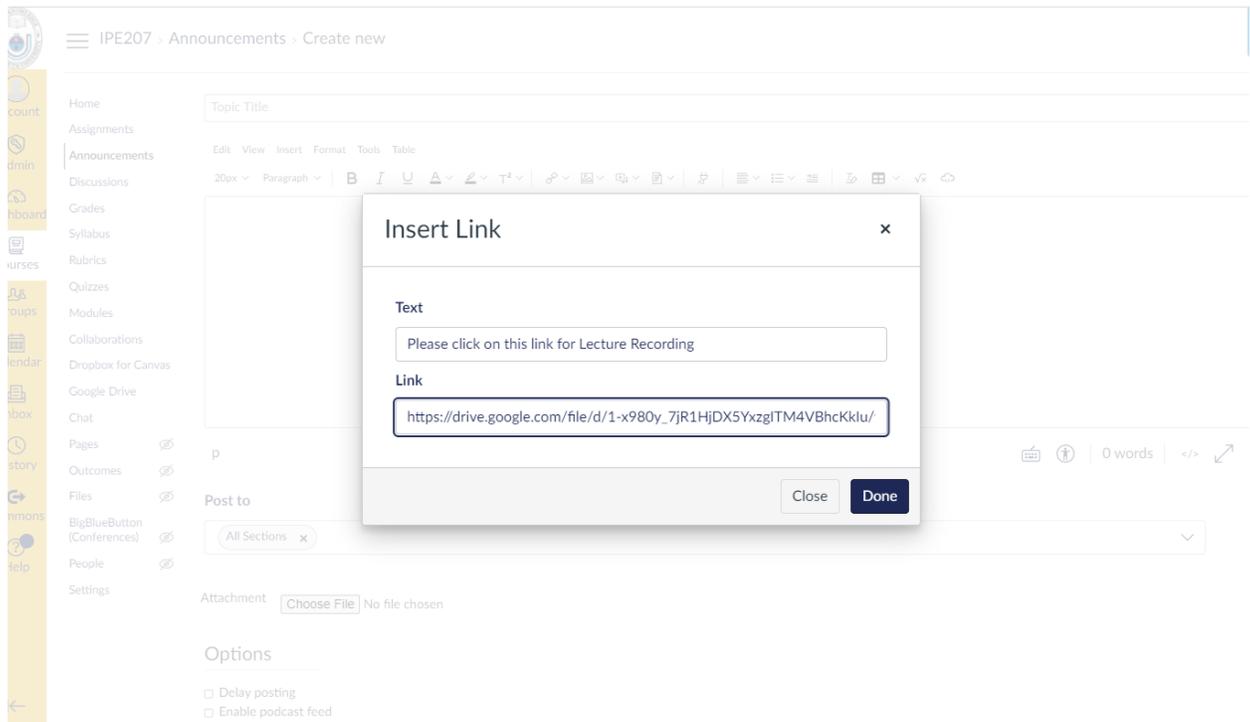
10. Click on “Insert” menu then click on “Link” and then on “External Links”:



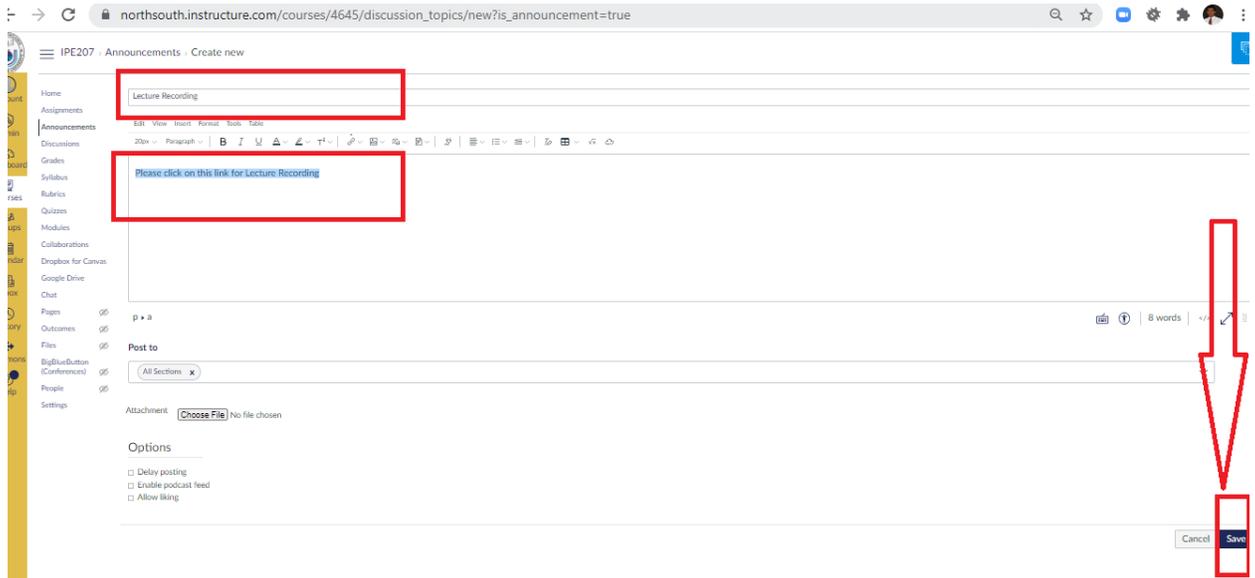
11. Enter **Text**. This text will be seen by the students and they will click on it. The Text can be something similar: “Please click on this link for Lecture Recording”.
Enter **Link**: Click on the Link input box and then Paste the link already copied from the Google Drive.



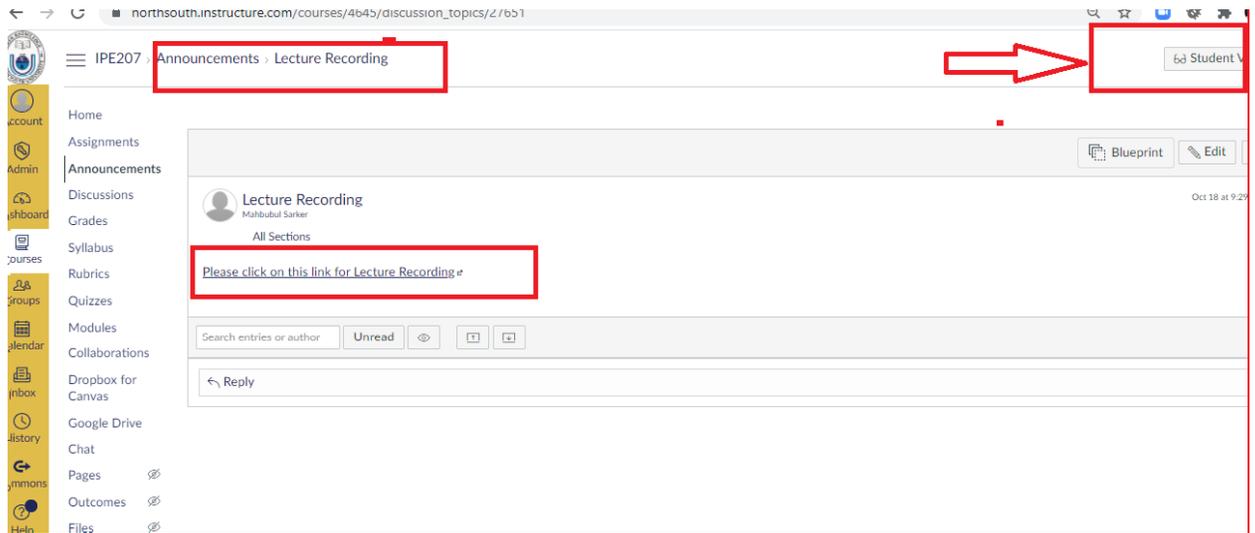
12. It will look like something as follows. Now, click on “Done”



13. It will look like as follows. Now, click on **Save** button in the bottom right corner.



14. The final look will be as follows. Click on the “Student View” to check how it looks from the student side.



15. That’s all here. The student should be able to view your lecture recording without run into permission problem.