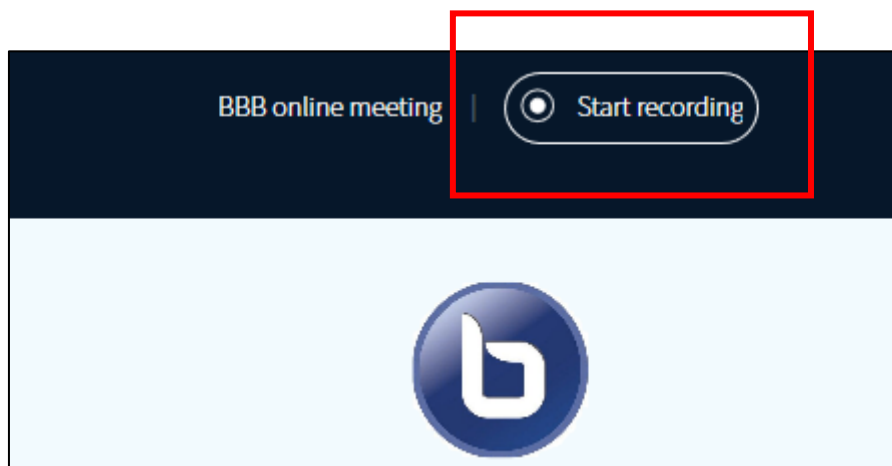


# SeAMK

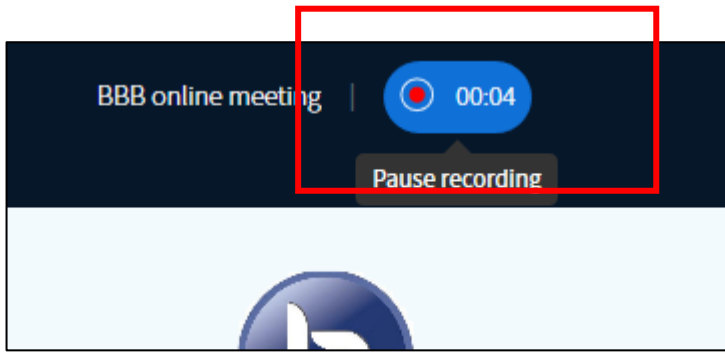
## Recording a Big Blue Button lecture and sharing the link via email

1. If you haven't specifically cancelled the option "Meeting can be recorded (default setting), you can record the lecture
2. If you want to show, for example, a PowerPoint presentation, you had better download it to the presentation before you start recording (you can find instructions on the web pages of Jelppari)
3. You can start recording by pressing the button Aloita nauhoitus/Start recording in the top right-hand corner of the page.

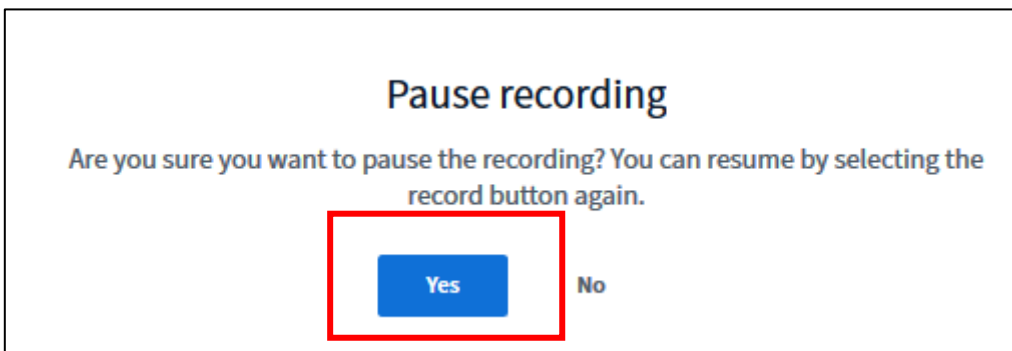


4. The recording includes the presentation you showed or the screen you shared and the video of the web camera. Chat is not recorded, but you can record the text as a file onto your own computer.

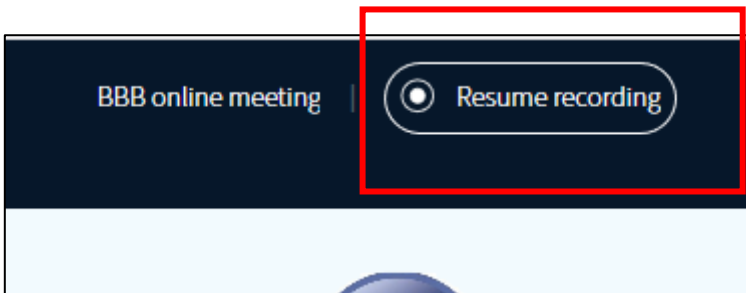
5. If you wish to pause your recording, click on the pause recording button.



Yes



6. When you click on Resume recording, the recording will go on.



7. When you close the session, the recording will be transferred to Moodle for being displayed.
8. All recordings can be in the BBB session you used. You can change the name of the recording with the pen icon

Join session
End session

## Recordings

Playback	Meeting	Recording	Description	Preview	Date
<span style="background-color: #f4a460; padding: 5px 10px; border-radius: 5px;">presentation</span>	BBB online meeting	BBB online meeting 		 Hover over an image to view it in full size	Fri, 20 Mar 2020, 9:
<span style="background-color: #f4a460; padding: 5px 10px; border-radius: 5px;">presentation</span>	BBB online meeting	Luento 19.3.	Luennolla ohje BBB istunnon tallentamiseen 	 Hover over an image to view it in full size	Thu, 19 Mar 2020, 10:

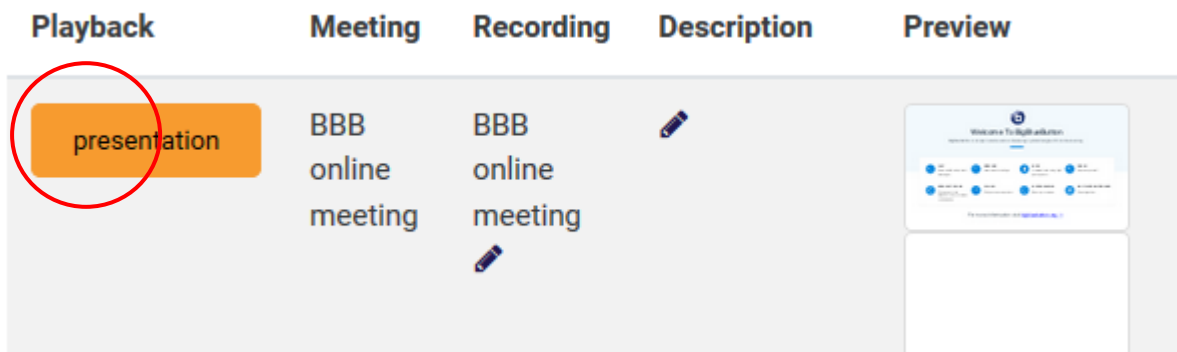
9. And delete it with the dustbin button.

## Recordings

Playback	Meeting	Recording	Description	Preview	Date	Duration	Toolbar
<span style="background-color: #f4a460; padding: 5px 10px; border-radius: 5px;">presentation</span>	BBB online meeting	BBB online meeting 		 Hover over an image to view it in full size	Fri, 20 Mar 2020, 9:56 AM EET	27	

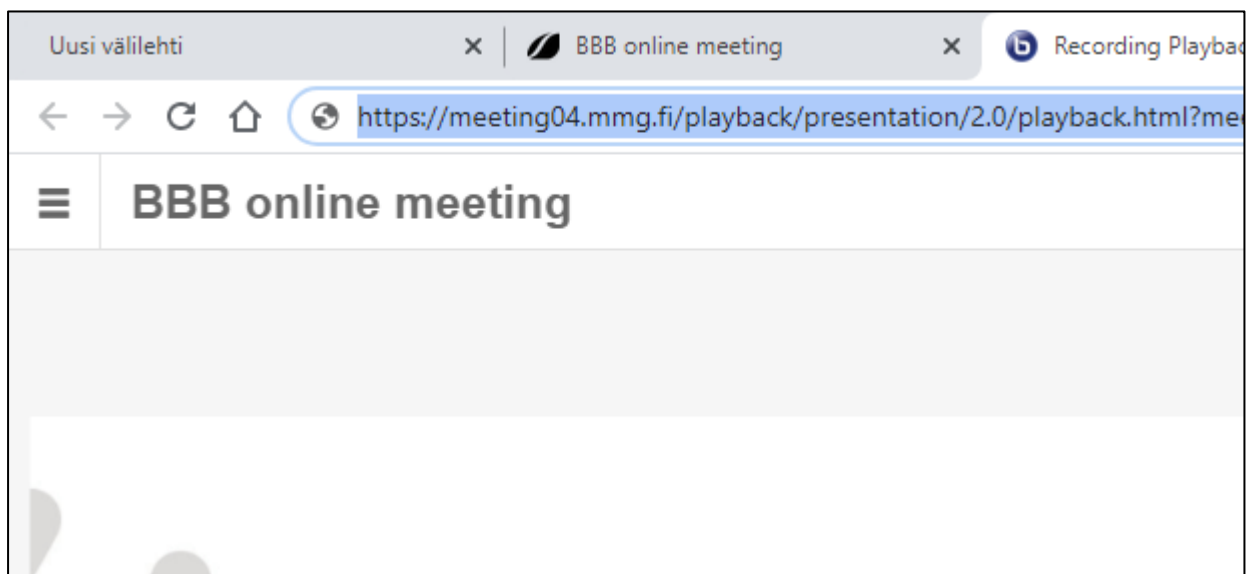
If you wish to share the link of the recording through email, for example, do the following:

1. Open the recording by clicking on the presentation button



2. The presentation opens.

3. Click on the address line of the browser to select the address (or point it) - Copy the address with the Ctrl + c key combination.



4. Go to your email – Choose a new email and paste the link in the message with the Ctrl + v key combination..

