Lecture Capture Setup

Zoom on personal computer

1) Open Zoom

2) Click New Meeting (if you are recording to upload later), or join or start a meeting if you will be recording an active class.

3) If it asks to "Join with Computer audio" click that.

4) You should now see your video feed from your computer's camera

5) To begin recording, Either click the "Record" button (and select to this computer or to the cloud), or if your window is small you may have to click on the three dots "More" (and select "Record to this computer" or "Record to the Cloud".

If you are using an external Camera (including builtin ceiling/wall mount cameras) make sure that you have it connected, and selected.

1) To select an external video source, (make sure it is physically connected) click the small arrow to the right of the camera icon and select your camera

2) To select an external audio source, click the small arrow to the right of the microphone icon and select your audio device (both Microphone (input), and Speaker (output)).

Specialized setups will be added below: