Download Class Collaborate Recordings

1. On the Course Content page, in the Details & Actions menu, locate the **Class Collaborate** link.
2. Place the mouse pointer over the More Details link (•••) and select **View all recordings**.
3. On the Recordings page, make sure the tab **All Recordings** is selected.
   a. Depending on when the recording took place, it may be necessary to use the **Recent Recordings** filter located at the top right corner of the page. Select the tab, then choose **Recordings in a Range**.
   b. Enter the date range the recording took place using the calendar fields. The results should automatically display on the page.
4. Once the recording has been located, click the **Recording Options** link (Circled ellipsis icon) and select Download. An MP4 file of the recording will be saved to your computer. The saved files are typically found inside the Downloads folder.



