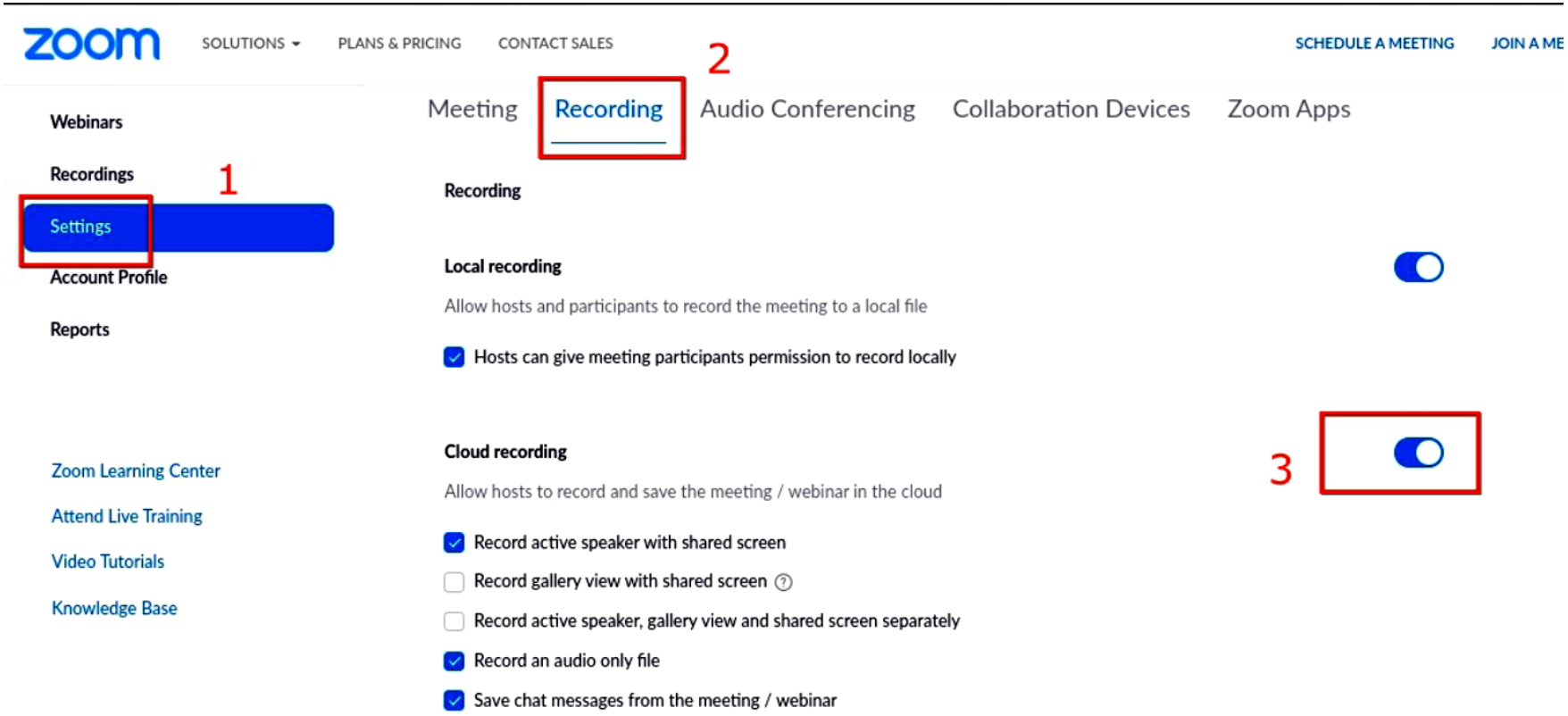
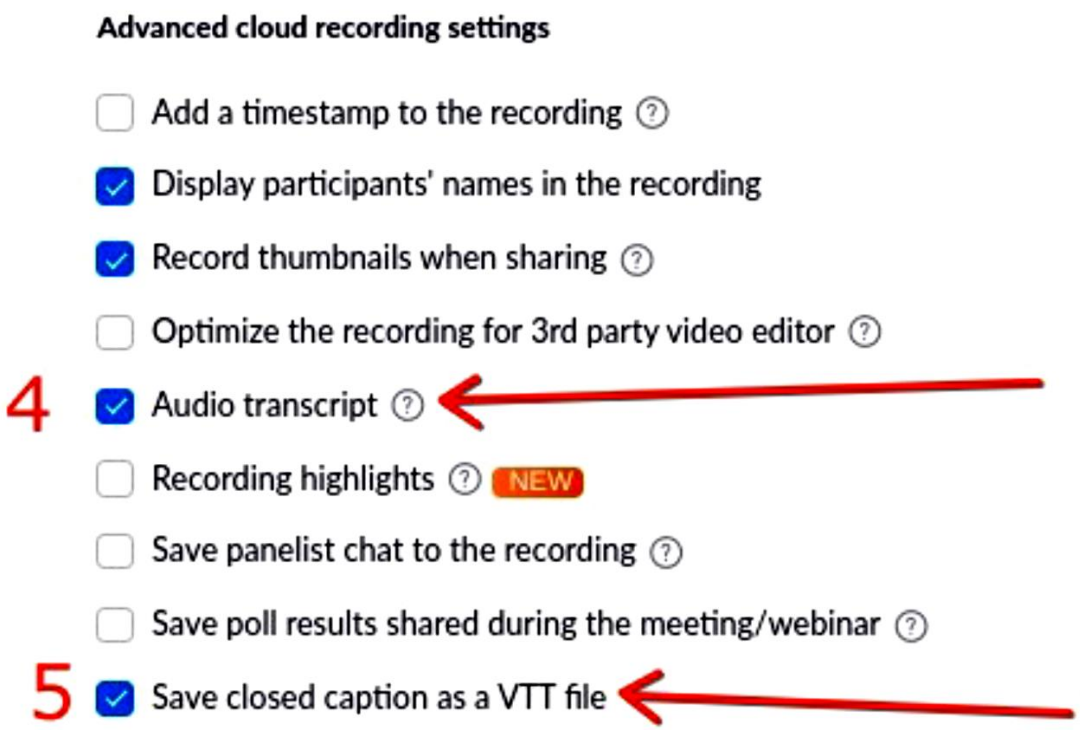
Enable Zoom Cloud Recordings with Captions

Below are the settings to enable Zoom Cloud recordings. Please do this before recording your video. You must log into Zoom at https://zoom.us using the SSO option (company sunysuffolk-edu), to access your settings.

1. Click Settings.
2. Click on Recording.
3. Make sure that Cloud Recording is turned on.
4. Under "Advanced cloud recording settings" make sure that "Audio transcript" is checked.
5. Last, check "Save closed caption as a VTT file."

Reminder: Always download and save a copy of any recording that you can't live without!




Advanced cloud recording settings
Add a timestamp to the recording
Display participants' names in the recording
Record thumbnails when sharing
Optimize the recording for 3rd party video editor
4
Audio transcript
Recording highlights
NEW
Save panelist chat to the recording
Save poll results shared during the meeting/webinar
5
Save closed caption as a VTT file