

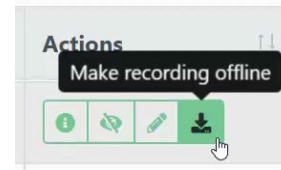


# Downloading Adobe Connect Recordings

Create offline versions of your recorded sessions by downloading them in MP4 or FLV formats.

## Converting to MP4 or FLV Format

To convert and download recordings in MP4 or FLV format, click on the **Make Recording Offline** option in the Actions column of the Recordings list.



### Recordings

Recording Name	Recording Date	Duration	Playback	Actions
Introduction to Business	Nov 28, 2019 11:59 AM	00:08:31.753		

**Offline Recording**

Playing back your recording will allow you to save it to your local machine.

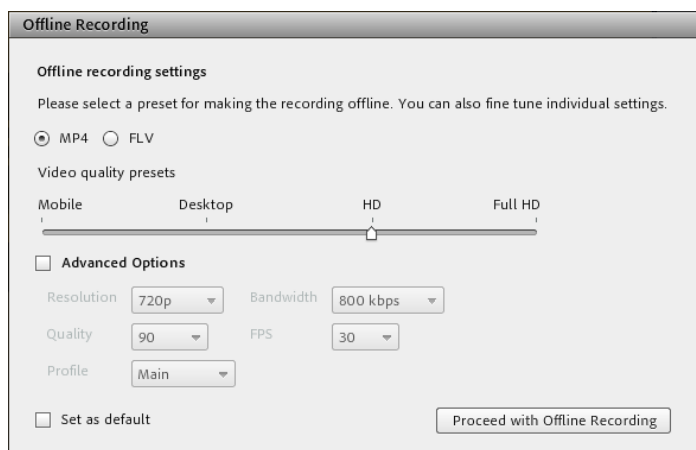
Set your screen resolution high enough to include all activities that occurred in the original meeting. 1024 x 768 is recommended.

Avoid network or system intensive activities such as installing software or downloading files during the recording process.

Disable your screen saver and monitor power settings before proceeding.

The recording will open along with a dialog box that contains helpful information for you to consider as you setup the conversion.

Click **Next** to adjust video quality and other options.

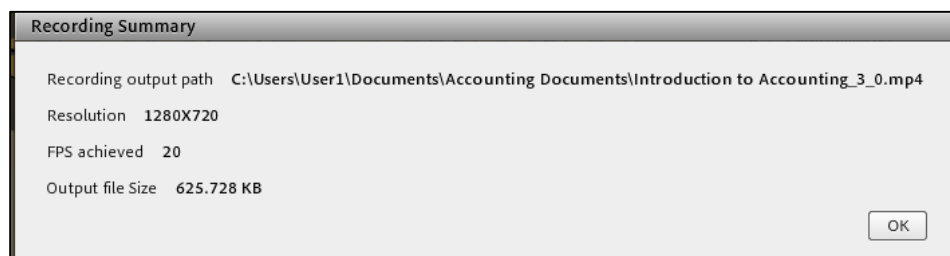


The recording settings can be left as their defaults or you can make adjustments.

When you are finished with the setup options, click on **Proceed with Offline Recording** and select a location for the saved file. Once **Save** is clicked the file conversion starts.

As the recording plays through, it is converted to the selected format. **You need to let the recording “play” for its entire duration. A 30-minute session needs 30 minutes to convert and create the offline copy (MP4 or FLV version).**

When your recording completes playing, your file will be saved to the path that you specified and a summary of the recording attributes will be displayed. Clicking **OK** will return you to the recorded session.



**Your new MP4 / FLV version of the Adobe Connect recording does not show in the Recordings list.** You can share the downloaded file with your participants or share a link to where you saved the file e.g., Screencast.com, YouTube.com, etc.

To learn how to record your Adobe Connection session and how to make edits to recordings, please visit the resource page at [echannelconnect.contactnorth.ca/help](http://echannelconnect.contactnorth.ca/help).

**For technical assistance, please call the Contact North Helpdesk, Monday to Friday, 7:30am to 10:30pm at 1-888-850-4628.**