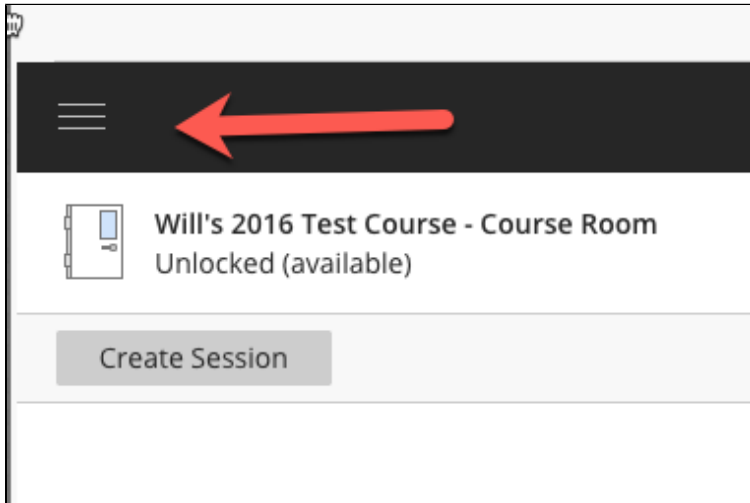


# Share Collaborate Recordings

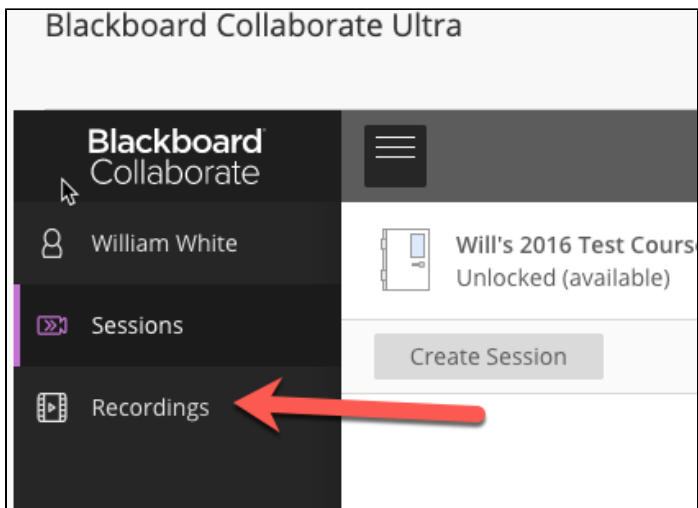
Sometimes you may want to share a recording you made in one class with another class. **You do not need to follow these instructions to make recordings available in the course in which you created them; students have access to all recordings in any course that they're enrolled in .**

To do so, make the recording, and wait 1-2 hours for it to process.

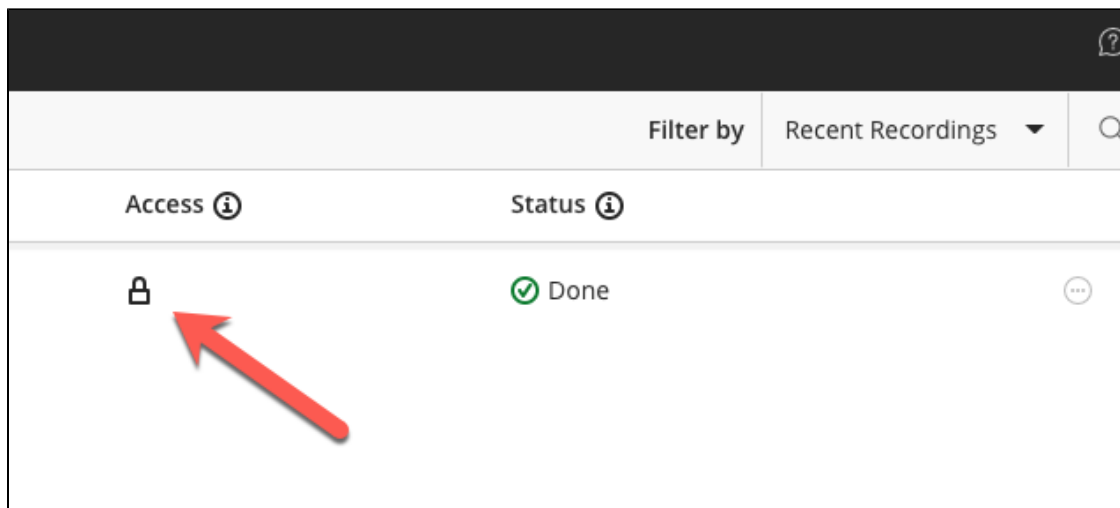
Then, click on the three lines at the left side of your Collaborate area.



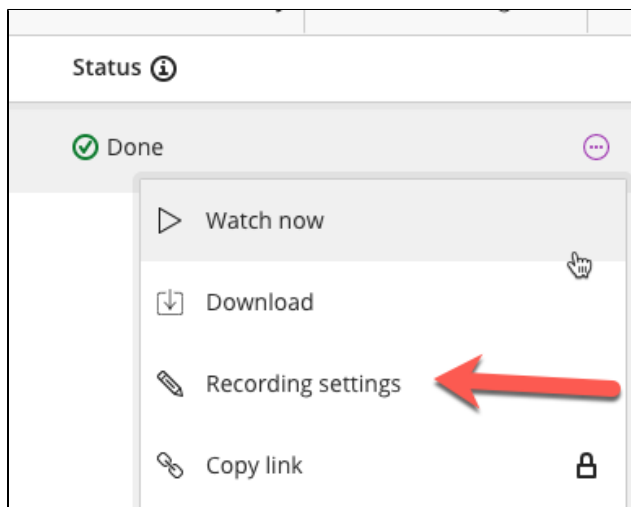
Then, choose Recordings.



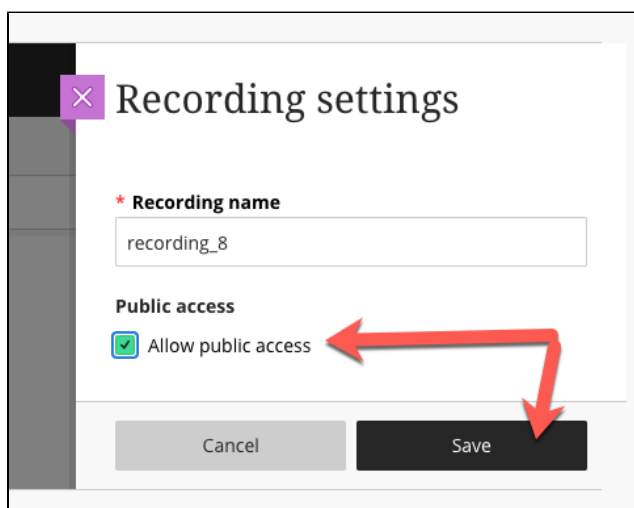
By default, your recordings are only available to students in the course that they're recorded in. You'll notice a lock icon in the Access column if that's the case.



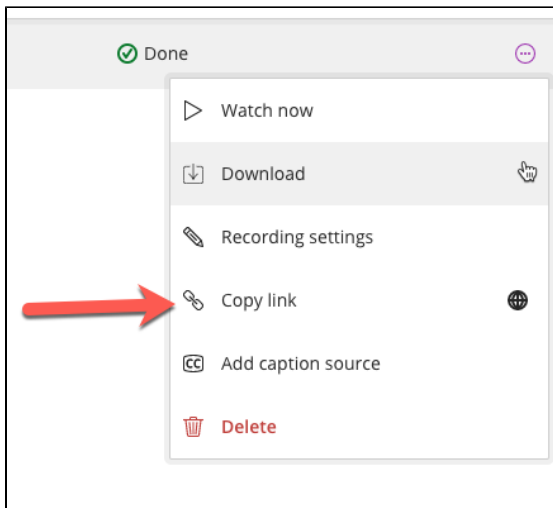
To make the recording available outside of your course, click the three dots at the right, and choose Recording Settings.



Check the "Allow public access" box, and click Save.



Then, choose Copy Link from the menu.



You can then share the recording however you'd like. If you want to share on Scholar, you can do so using [a Web Link](#).