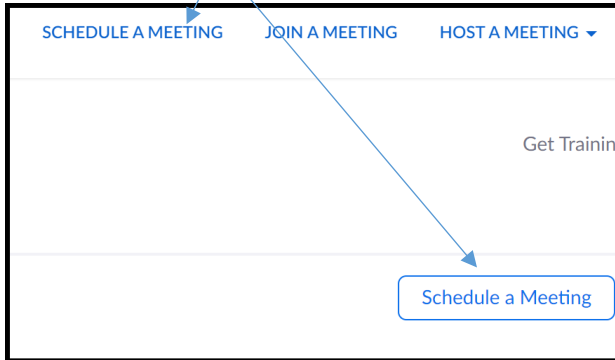## How to Select Zoom Meeting Recordings in the Cloud
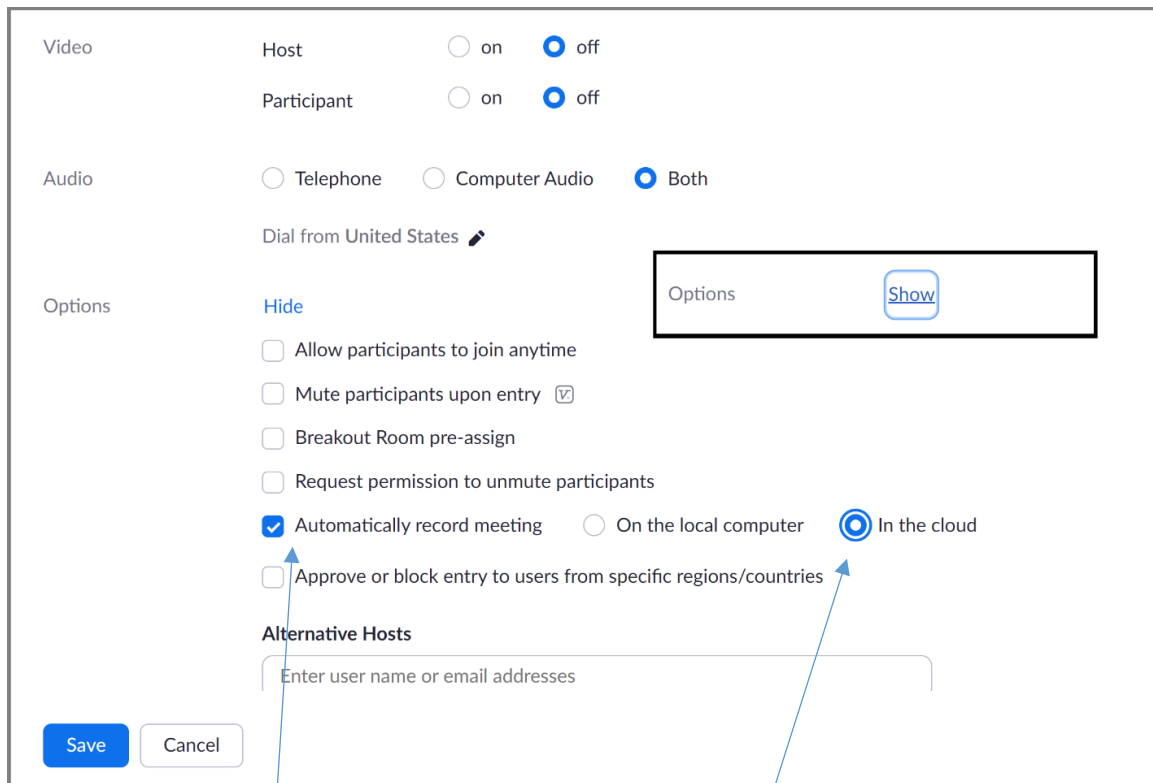
1. Login into Zoom (https://sso.sjeccd.edu then click on Zoom icon)
2. Click on **Schedule A Meeting**

3. Scroll down (towards the bottom to) where you see the following:

4. Click on **Show**, it should expand revealing the options below:

5. Click on **Automatcially record meeting** and select **In the Cloud**
6. Click on **Save** button