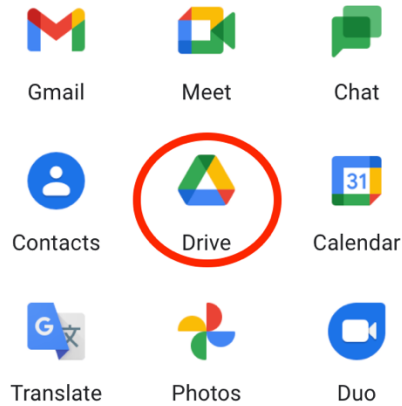


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Transfer Local Zoom Recording to Google Drive

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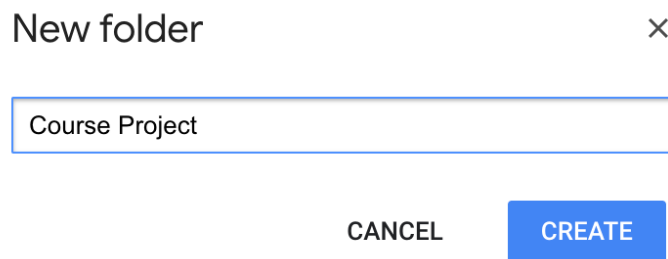
1. Once the Zoom video is rendered on your computer as an mp4 file
 - a. Open a browser and sign on your Google Drive



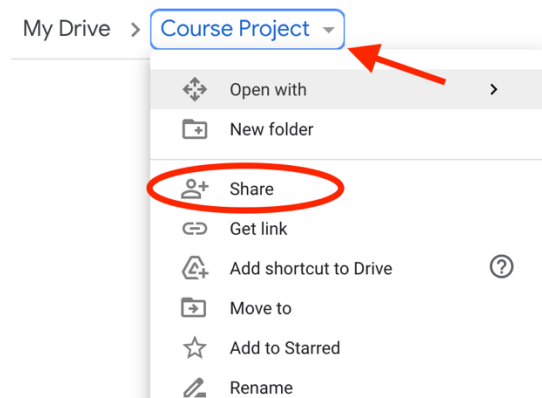
- b. Create a folder on your Google Drive



- c. Name the folder either the course name or the project name



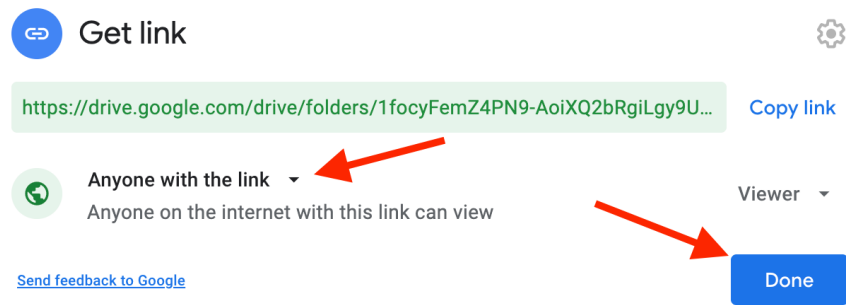
- d. Open the folder
 - e. Click on the folder name and then the Share button



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- f. Setup permission for the folder (Preferably to Anyone with the link), then click Done



- g. Upload the Zoom mp4 video file on their Google Drive folder
- h. Wait for the file to render on your Google Drive folder
- i. Once the rendering is completed, copy the link to the folder and share it with your group members and/or instructor on Canvas