

By TechSmith Corporation

This document describes how to connect your TechSmith Knowmia account to Zoom to automatically add Zoom cloud recordings to your Knowmia Library.

Installation

Requirements:

- The user must be an Administrator in a Zoom Pro Level Account.
- The user must have Administrator access to the Knowmia site.
- 1. Log in to your Zoom account on the Zoom App Marketplace.
- 2. Search for **TechSmith Knowmia**.
- 3. Click Install.

App marketplace	Techs	
		TechSmith Knowmia
		By TechSmith Corporation
		Works with: Zoom Meetings
		Categories:
		Recordings
App Documentation	>	TechSmith Knowmia is an educational video creation and sharing platform that helps
Privacy Policy	>	maximize student engagement in online courses. TechSmith Knowmia is a secure, cloud-based video creation and hosting platform
Terms of Use	>	designed for higher education institutions like yours. Its ease of use drives rapid
Support	>	show more
		Tach Control Know which

4. Click Authorize to allow Knowmia access to your Zoom account.

	TechSmith Knowmia is requesting access to your Zoom account	
	View all user information	
	View all user recordings	
au	You may be sharing sensitive info with this site or app. By clicking Authorize, you ithorize this app to use your information in accordance with their Privacy Policy. Al ny time you can revoke access for TechSmith Knowmia or any other app by visiting your Installed Apps page.	
	Authorize Decline	

5. Enter your Knowmia site URL and click **Continue**.



6. A confirmation message appears when Zoom has been added to your site. You can close this tab.

TechSmith Knowmia®	
Zoom has been added to your site at: https://	
hanges to Zoom can be made in the Zoom Marketplace.	
his tab can be closed.	

Add Zoom Recordings to Knowmia

After <u>installing</u> the TechSmith Knowmia App for Zoom, all meetings recorded in Zoom are automatically added to your Knowmia Library. You can edit, manage, and share the Zoom recording in Knowmia.

To turn on cloud recording, log in to your Zoom account and select **Settings > Recording > toggle Cloud recording to ON**.

Profile Meetings Webinars Recordings Settings Account Profile	Meeting Telephone Recording Local recording Allow hosts and participants to record the meeting to a local file Hosts can give participants the permission to record locally
Reports	Cloud recording Allow hosts to record and save the meeting / webinar in the cloud
Attend Live Training Video Tutorials Knowledge Base	 Record active speaker with shared screen Record gallery view with shared screen (\$) Record active speaker, gallery view and shared screen separately Record an audio only file Save chat messages from the meeting / webinar 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 (\$) Audio transcript (\$) Save panelist chat to the recording (\$)

When users record a Zoom meeting to the cloud, a **Zoom Recordings** folder is automatically created in the user's **Knowmia Library**.

		Record on this Computer Alt+R Record to the Cloud Alt+C
🖳 🔺 📑 🍐	Security Participants Polls	Chat Share Screen Record Record Reactions
	Security Funcipants Fond	
Knowmia		
Launch Capture	My Library	an and a start of the start of
Create V	Folders	
My Library	D Subfolders	3
	ji Zoom Recordings	

Knowmia sends an email when the recording is available in the Knowmia Library.



Uninstall the TechSmith Knowmia App in Zoom

1. To uninstall the TechSmith Knowmia App from the <u>Zoom App Marketplace</u>, select **Manage > Installed Apps >** and locate TechSmith **Knowmia**. Click **Uninstall**.



- 2. Enter the reason for uninstalling the app.
- To keep the Zoom recordings in your Knowmia Library, select the Grant App developer consent to retain the data checkbox. If you do not select this option, TechSmith will contact you within 10 days to confirm you want to delete the Zoom recordings from your Knowmia site.
- 4. Click Uninstall.

Uninstall App			
Are you sure you	want to uninstall this app f	rom your account?	
Please choose yo	our uninstall reason:		
 Not working 	O Missing key features	O Require additional setup	Others
 Grant App developer The developer Zoom Data with and if you chood Zoom data on the second data on the secon	eloper consent to retain data who created this app is requi hin 10 days of you uninstallin ose, you may check this box t their system according to the	? ired to permanently DELETE any/a og the app. Please review their Priv o grant the developer consent to the privacy and Data Retention Poli Cancel	all of your vacy Policy, retain your cy Uninstall

Troubleshooting

• Make sure you have Administrator access to your Zoom Pro level account. If you do not have Administrator access, a warning message appears when trying to install the TechSmith Knowmia app.

You ca	nnot authorize the app
You cannot install permissions. Please cor	the app because you don't have the required ntact your IT administrator for permission and try again.
View all user inform	ation
View all user record	ings

• Make sure you have Administrator access on your Knowmia site.

If you are not logged in as an Administrator on your Knowmia site when installing the TechSmith Knowmia App for Zoom, a warning message appears.



Contact Support

If you experience any issues and need to speak with someone for help, please contact your Customer Success Manager. If you are not sure who your Customer Success Manager is, contact our Technical Support Team at 517-879-5929, Monday - Friday between the hours of 8:00 am - 6:00 pm EST or submit a support ticket here <u>https://support.techsmith.com/hc/en-us</u>.