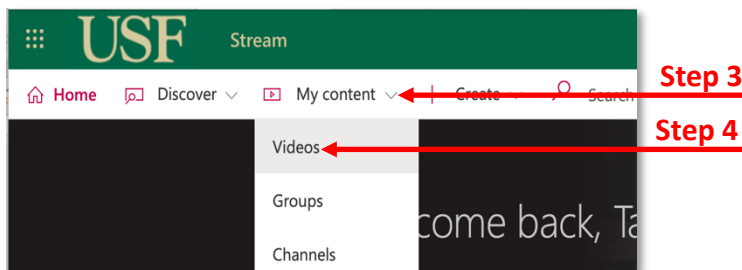


Downloading Teams Recordings from Microsoft Stream

As of May 9, 2021, all Teams recordings are saved to Microsoft SharePoint or OneDrive. If you have any recordings in Microsoft Stream, it is recommended that you download the recordings/videos and import them into your course. The videos can be saved to your Files area and embedded into a module page or you can upload them into Kaltura and link them in a module page.

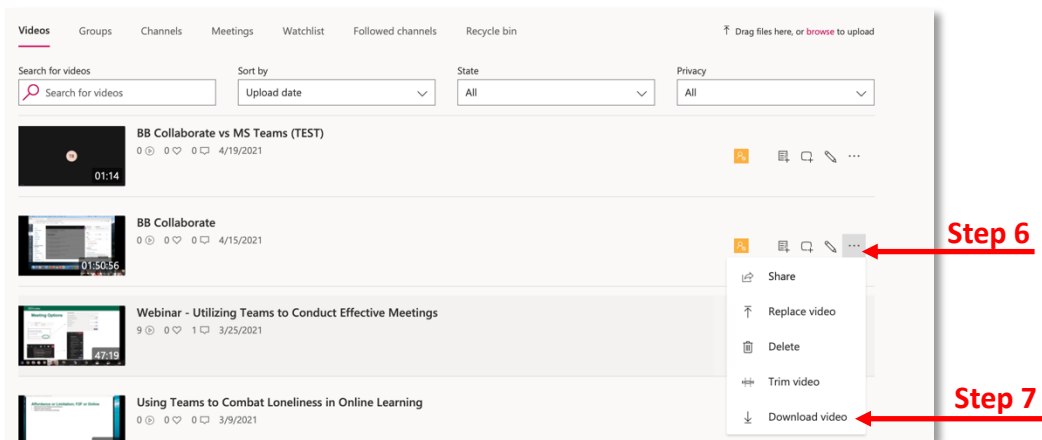
1. Access <https://web.microsoftstream.com>.
2. Enter your myUSF credentials to login.
3. Click **My content**.
4. Select **Videos**.



5. Locate the video you wish to download.

Note: If you do not see the video listed, more than likely you did not click *Record meeting* and, thus, may not be the owner. You will have to ask the person who clicked *Record meeting* to make you the owner.

6. Click the three dots for that video.
7. Click **Download video**. The video will download to your computer.



Uploading the Downloaded Video to Your Course

Once you have downloaded the video, you can upload the video to your Canvas course via the Files area or using Kaltura. You should also consider backing up a copy of the downloaded video to your Box folder.

There are instructional resources on EDT's [Canvas Faculty Support Page](#) on how to upload videos to Kaltura. This resource is for uploading [Blackboard Collaborate videos to Kaltura](#). These steps can be used for any video you have saved on your computer.