# How do I upload a Zoom meeting to YouTube?

In this tutorial, you will learn how to upload a recorded Zoom meeting to YouTube.

### 1. Record your Zoom meeting

For more information about recording your Zoom meeting click here.

If you have activated the **Record on this Computer** feature during the course of your meeting, the recording will automatically be saved locally to your computer at the conclusion of your meeting. Click <u>Here</u> to find out where the meeting will be saved.



## 2. Navigate to YouTube

On your web browser page go to <a href="https://www.youtube.com/">https://www.youtube.com/</a>

### 3. Sign In Using your Gmail account



#### 4. Upload your Zoom Meeting

Once in YouTube, you will see an camera button in upper right corner. Click here and select Upload Video to begin the upload process.



### 5. Select or 'drag and drop' your video

From here, you can either click on the **Select files to upload** area to open a file browser, or simply drag and drop your video file.



#### 6. Modify the Basic Info for your Video

At this point you can edit the title, description, and tags for your video as well as decide how you would like to share your video. (Public, Unlisted, Private, or Scheduled)

- 1. Add a descriptive title in box #1
- 2. If you'd like, add a description and tags in boxes #2 and #3
- 3. Choose how you would like to share the video in the dropdown in box #4 Choose 'Unlisted' if you would like the video to remain private but viewable by anyone with the link.
- 4. When you are finished, click 'Publish' in box #5

	PROCESSING DONE	Publish
	Click "Publish" to make your video live.	5 yved.
	Basic info Translations Advanced settings	
Upload status:	200m 0	4 Public -
Upload complete! Your video will be live at:	Description	Also share on
https://youtu.be/ligD6yW99Ko	2	Add a message to your video
You uploaded a wide-screen (16:9) video. If your original was 720p or greater (i.e. 1280x720 or greater) we encourage you to submit your video at original resolution to enable better quality playback.	3 Jags (e.g., albert einstein, flying pig, mashup)	+ Add to plavlist
	VIDEO THUMBNAILS 🖤	
		Video Manager
		video Manager + Add more videos