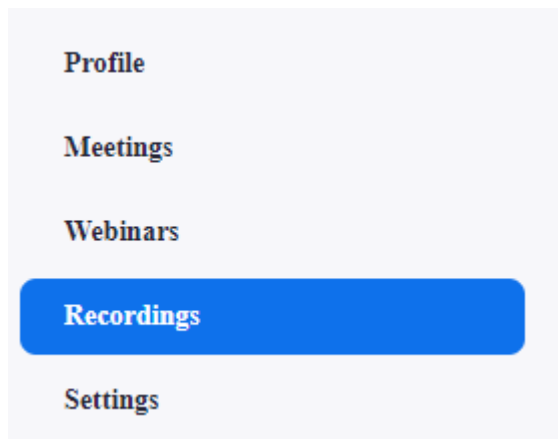


Accessing Recording Analytics in Zoom

NEW Instructors can now access recording analytics from their recorded Zoom meetings. Through the recording analytics, instructors can see how many times a recording was viewed, who viewed the recording and for what duration, as well as if the recording was downloaded.

Accessing Recording Analytics

- 1.) To access Zoom Recording Analytics Go to your Zoom account at wilmu.zoom.us
- 2.) Sign in using your WilmU email and password.
- 3.) Click on **Recordings** in the side bar



- 4.) Click on the specific recording by **topic**.


From To

Search by ID

<input type="checkbox"/>	Topic	ID	Start Time	File Size	Auto Delete In		
<input type="checkbox"/>	Test Meeting	962 4576 5395	Nov 23, 2020 03:43 PM	3 Files (565 KB)	78 days	Share...	More ▾
<input type="checkbox"/>	Gabrielle Gau's Zoom Meeting	960 7911 1500	Nov 15, 2020 12:07 PM	3 Files (28 MB)	69 days	Share...	More ▾
<input type="checkbox"/>	SANDBOX.253	940 1288 0278	Nov 4, 2020 02:22 PM	3 Files (464 KB)	58 days	Share...	More ▾


5.) Select the **Recording Analytics** option.

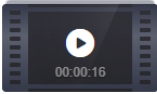
My Recordings > Test Meeting


Test Meeting 

Nov 23, 2020 03:43 PM Eastern Time (US and Canada) ID: 962 4576 5395


This recording will be deleted automatically in 78 days. [Disable auto-delete](#)




7 total views • 6 total downloads [Recording Analytics](#) 



Recording 1 

3 files 565 KB

[Download \(3 files\)](#) [Copy shareable link](#) 

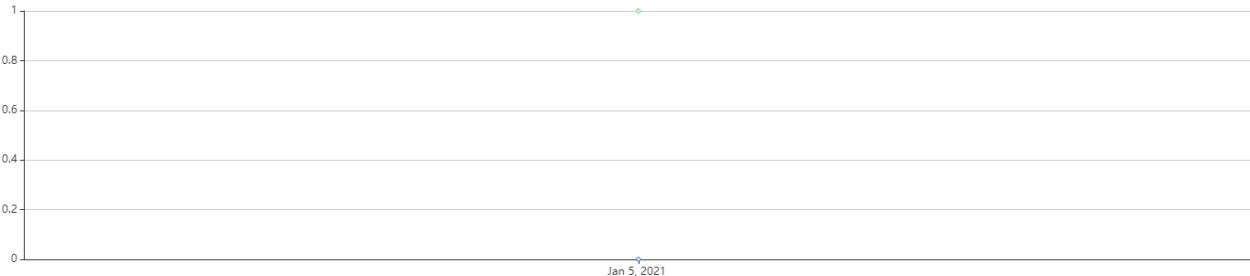
-  Shared screen with speaker view
-  Audio only
-  Audio transcript

6.) Here, you can see a **summary** of total views (1), **individual viewers** with email address and duration (2), and **number of downloads** (3). You can download a report of viewers by selecting the **Export as CSV file** option.

Test Meeting

Last 30 days To [Search](#)

Maximum duration: 1 Month
Time is based on UTC



Legend: ● 1 Views ● 0 Downloads

1 **Summary** 2 **By View** 3 **By Download**

[Export as CSV file](#)

Date (UTC)	Name	Email	View Duration (minutes)
Jan 5, 2021 08:31 PM	Gabrielle Gaul	gabrielle.r.gaul@wilmu.edu	< 1

