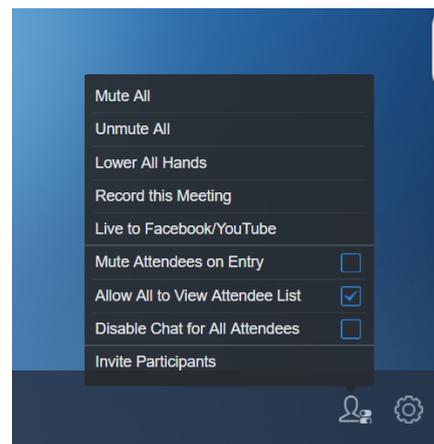


*Having the ability to record your meetings and webinars amplifies their usability and reach. IPVideoTalk enables you to record through both our Web Meetings and Room Systems plans.*

## Cloud Recording

The host of a meeting or webinar is able to start a cloud recording while participating through a WebRTC enabled browser. This can be done using both an IPVideoTalk Web Meetings plan and an IPVideoTalk Room System plan. While participating as a host via the WebRTC browser, navigate to the Meeting Controls panel on the lower right of the screen and select "Record This Meeting." Once you are ready to stop recording, simply select the recording option again. Your recording will be accessible through the Recordings tab on the IPVideoTalk portal for your account. From there you can delete, download, and even view your recording. For more information on cloud storage limits per IPVideoTalk plan, visit our plans page on [IPVideoTalk.com](http://IPVideoTalk.com)



## Local GVC Recording

While using a GVC3200/GVC3202 video conferencing device with an IPVideoTalk Room Systems plan, meetings and webinars can be recorded locally to the GVC. While in the call, the host can utilize the GVC remote control to begin recording. Click on the record button either in the call interface, or on the remote itself. You will see a flashing recording icon in the upper left corner of the screen during your recording. Click the recording button on the GVC remote or call interface to stop the recording. The recording will automatically be saved to the GVC3200/GVC3202. It is important to note each recorded file will not be bigger than 1.9G, a new file will automatically be created if a recording will go over this size. Once the recording is finished, the host can access it via the GVC's Recording application. From there it can be played, exported, locked/unlocked, sent, renamed or deleted.

