

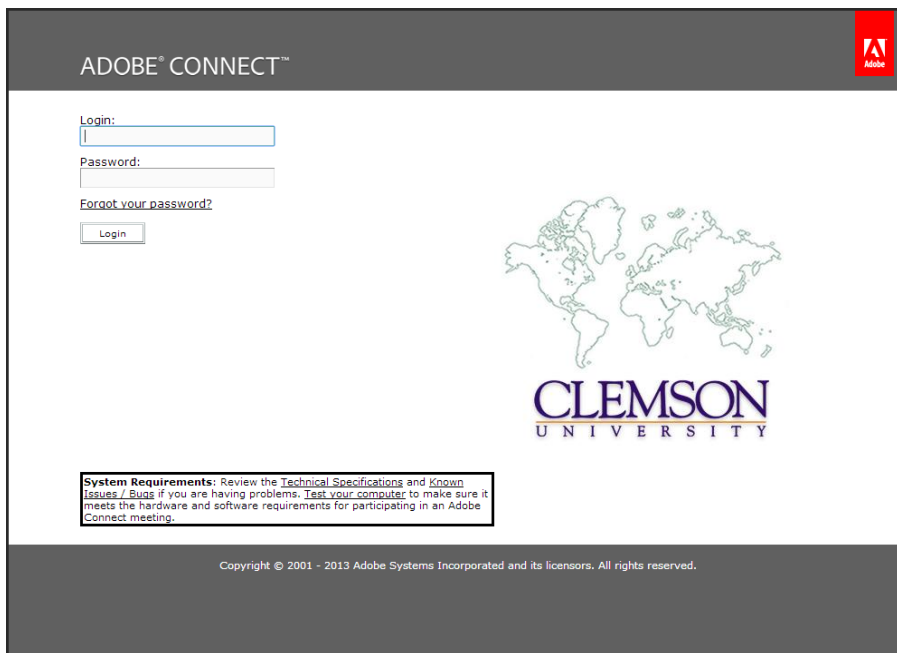
Linking your Adobe Connect Recording to your Blackboard Course

Beginner

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Finding your Adobe Connect Recording

1. Open your web browser and navigate to the Adobe Connect Enterprise Manager (<https://connect.clemson.edu>).



2. Login using your Clemson employee username and password.

ADOBE® CONNECT™ ENTERPRISE SERVER

My Profile | Help | Logout: Melissa Lockhart

Home | Content | Training | **Meetings** | Event Management | Reports | Administration

My Meetings | New Meeting | Shared Meetings | User Meetings | Meeting Dashboard

Scheduled Meetings

Name	Expiration Date	Role
NOCCenter	12/31/2021 11:45 PM	Host
National Distance Learning Week	11/13/2019 11:00 PM	Host
Connect Pro Collaboration Meeting	11/08/2015 11:00 PM	Host
Developing an Online DE Course	01/22/2019 11:00 PM	Host
ROQ	02/13/2019 11:00 PM	Host
Tech Talks	02/21/2019 11:00 PM	Host
CCIT Call Center	04/11/2019 9:45 AM	Participant
Teaching & Learning Services Group Meeting Space	10/09/2020 11:00 PM	Host
Melissa's Meeting Space	11/10/2021 11:00 PM	Host
Go Tigers	04/07/2023 11:00 PM	Host
Go Clemson	04/28/2021 11:00 PM	Host
ConnectOPS	03/31/2019 11:00 PM	Host
Mobile Mondays	12/21/2022 11:00 PM	Host
Training Room 2	12/31/2014 11:00 PM	Host

3. Click the Meetings link in the gray menu bar.
4. Then click the link for the name of your meeting space.
5. The Meeting Information page is displayed.

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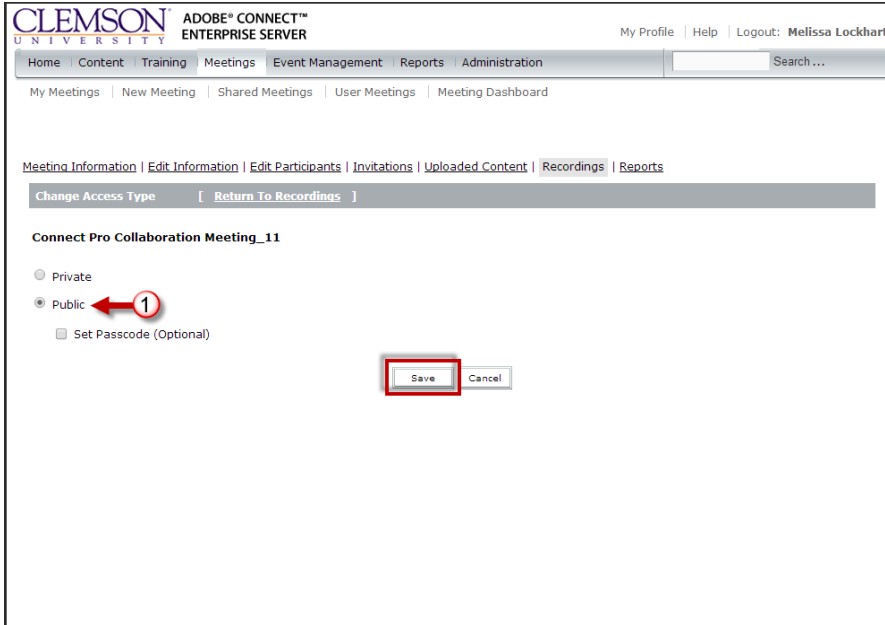
My Meetings | New Meeting | Shared Meetings | User Meetings | Meeting Dashboard

Meeting Information | Edit Information | Edit Participants | Invitations | Uploaded Content | **Recordings** | Reports

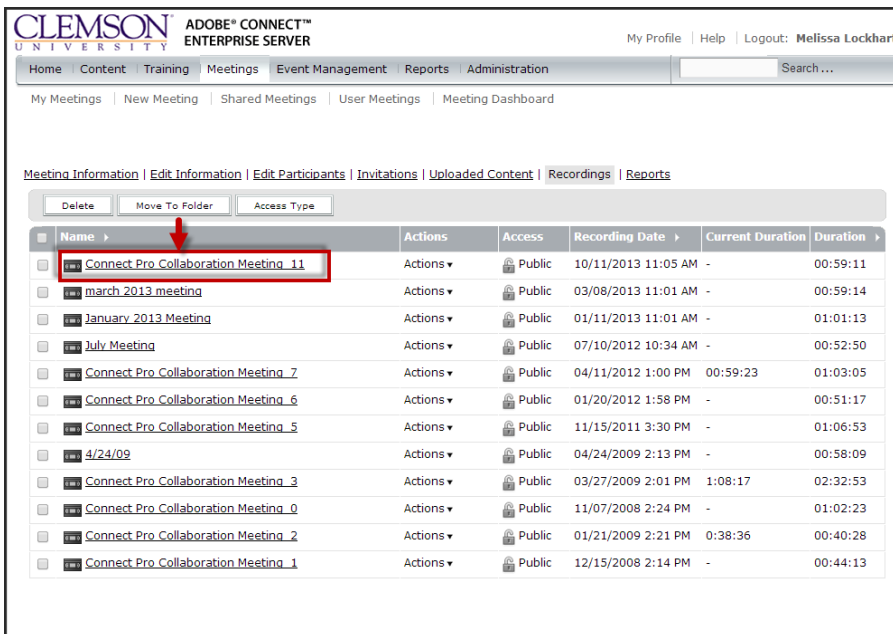
Delete | Move To Folder | Access Type

Name	Actions	Access	Recording Date	Current Duration	Duration
<input checked="" type="checkbox"/> Connect Pro Collaboration Meeting_11	Actions	Public	10/11/2013 11:05 AM	-	00:59:11
<input type="checkbox"/> march 2013 meeting	Actions	Public	03/08/2013 11:01 AM	-	00:59:14
<input type="checkbox"/> January 2013 Meeting	Actions	Public	01/11/2013 11:01 AM	-	01:01:13
<input type="checkbox"/> July Meeting	Actions	Public	07/10/2012 10:34 AM	-	00:52:50
<input type="checkbox"/> Connect Pro Collaboration Meeting_7	Actions	Public	04/11/2012 1:00 PM	00:59:23	01:03:05
<input type="checkbox"/> Connect Pro Collaboration Meeting_6	Actions	Public	01/20/2012 1:58 PM	-	00:51:17
<input type="checkbox"/> Connect Pro Collaboration Meeting_5	Actions	Public	11/15/2011 3:30 PM	-	01:06:53
<input type="checkbox"/> 4/24/09	Actions	Public	04/24/2009 2:13 PM	-	00:58:09
<input type="checkbox"/> Connect Pro Collaboration Meeting_3	Actions	Public	03/27/2009 2:01 PM	1:08:17	02:32:53
<input type="checkbox"/> Connect Pro Collaboration Meeting_0	Actions	Public	11/07/2008 2:24 PM	-	01:02:23
<input type="checkbox"/> Connect Pro Collaboration Meeting_2	Actions	Public	01/21/2009 2:21 PM	0:38:36	00:40:28
<input type="checkbox"/> Connect Pro Collaboration Meeting_1	Actions	Public	12/15/2008 2:14 PM	-	00:44:13

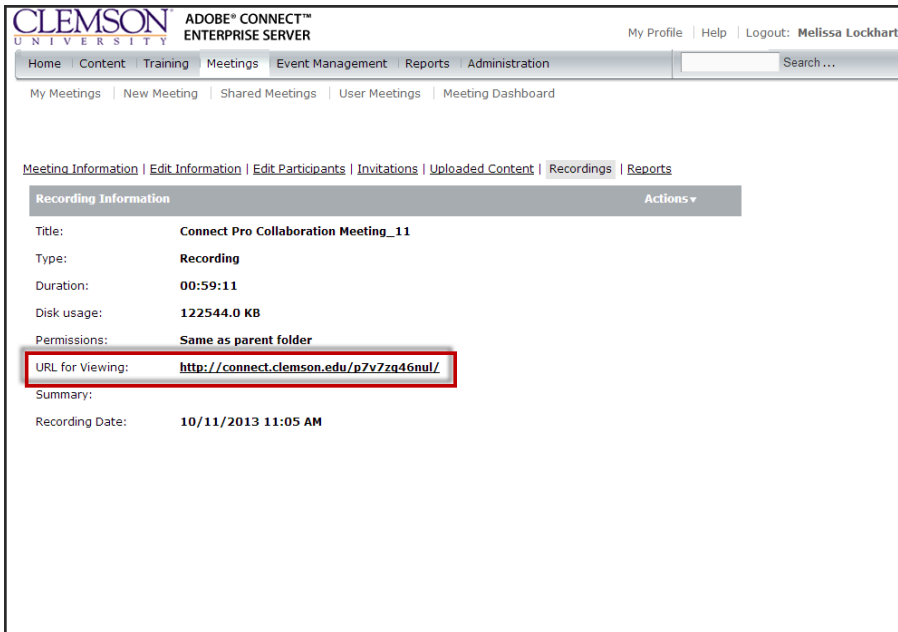
6. Click the Recordings tab for the selected meeting.
7. Enable the checkbox for the recording that will be shared with your students.
8. Then click **Access Type**.



9. Select the **Public** radio button.
10. If you want to only allow specific people access, you can select the **Set Passcode(Optional)** radio button. Then enter a passcode that you will provide to people attempting to access the recordings.
11. Next click **Save**.
12. Next click the Name of the recording.



13. This will take you to the Recording Information page.

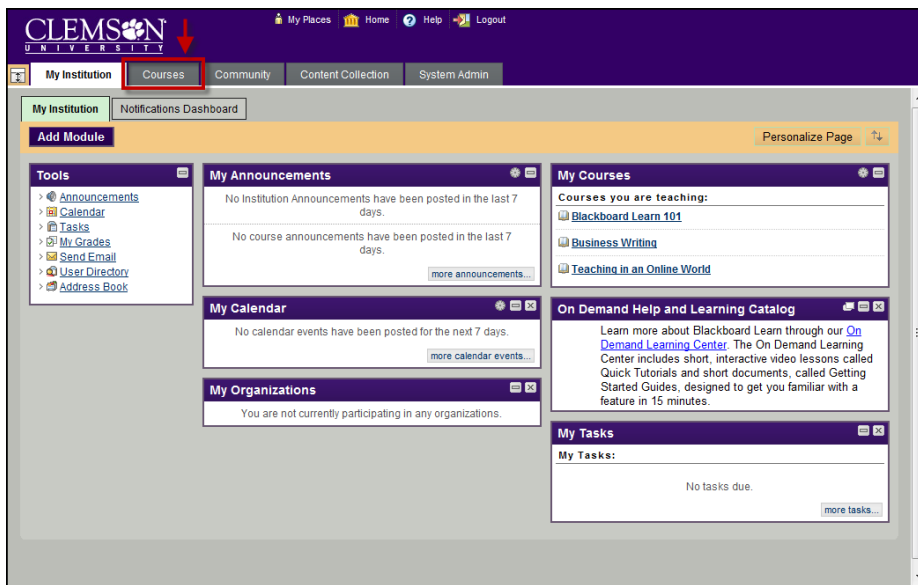


The screenshot shows the Adobe Connect Enterprise Server interface. At the top, it displays 'CLEMSON UNIVERSITY' and 'ADOBE® CONNECT™ ENTERPRISE SERVER'. The user is logged in as 'Melissa Lockhart'. The navigation menu includes 'Home', 'Content', 'Training', 'Meetings', 'Event Management', 'Reports', and 'Administration'. Below the navigation, there are links for 'My Meetings', 'New Meeting', 'Shared Meetings', 'User Meetings', and 'Meeting Dashboard'. The main content area shows 'Meeting Information' with sub-links for 'Edit Information', 'Edit Participants', 'Invitations', 'Uploaded Content', 'Recordings', and 'Reports'. A 'Recording Information' section is expanded, showing details for a recording titled 'Connect Pro Collaboration Meeting_11'. The details include: Type: Recording, Duration: 00:59:11, Disk usage: 122544.0 KB, Permissions: Same as parent folder, and Recording Date: 10/11/2013 11:05 AM. The 'URL for Viewing' is highlighted with a red box and is <http://connect.clemson.edu/p7v7zq46nul/>.

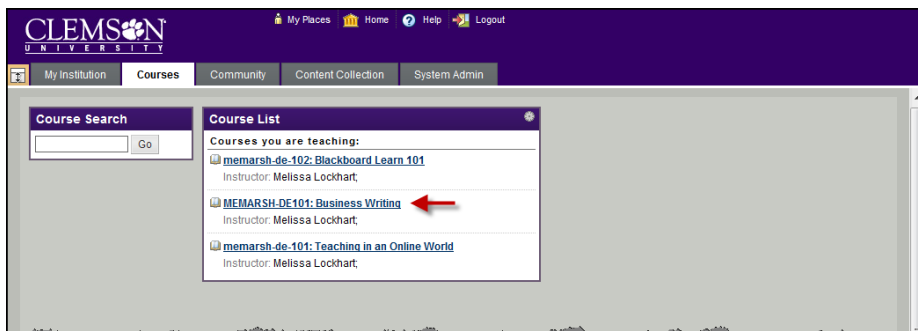
14. Select and copy the **URL for Viewing** (CTRL + C).

Linking your Adobe Connect Recording to Blackboard

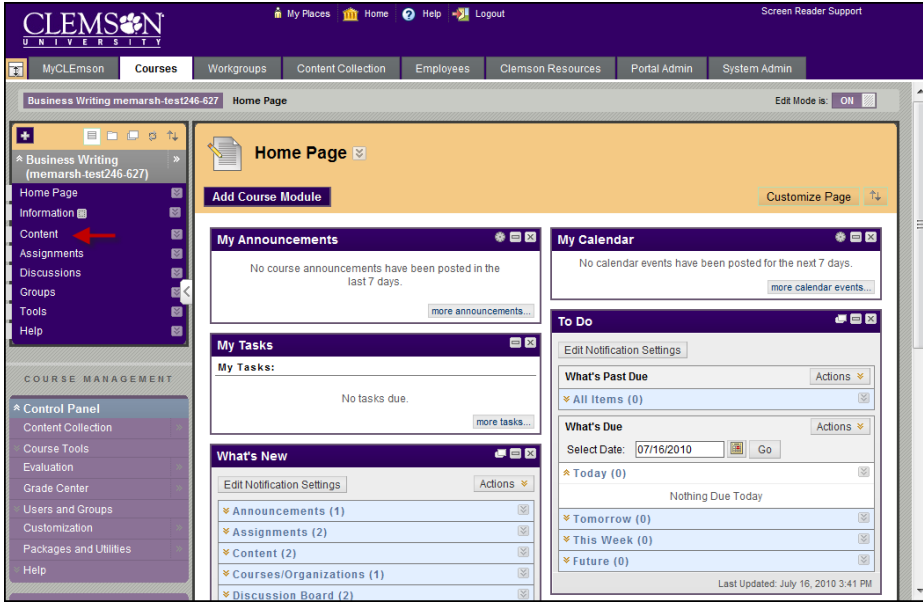
1. Login to Blackboard Learn.



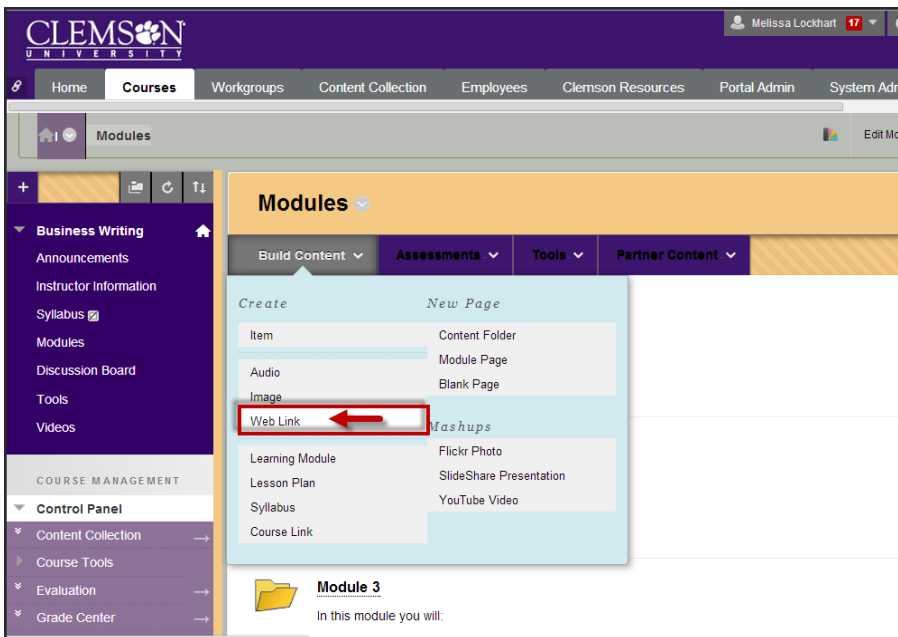
2. Click the **Courses** tab.



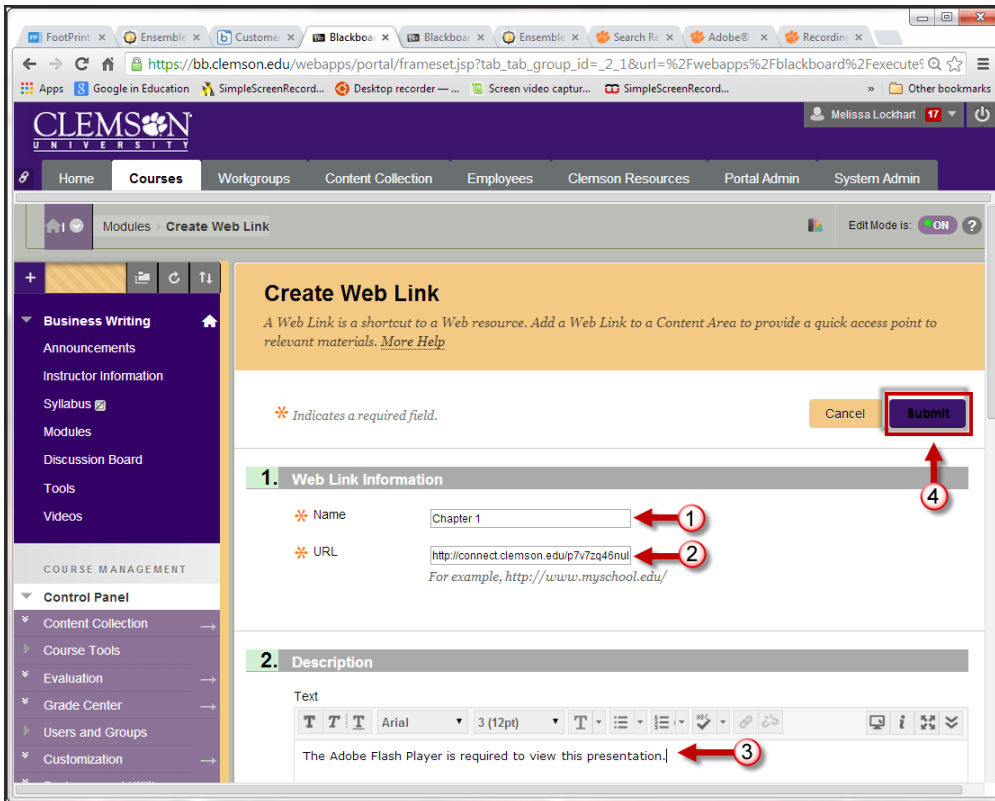
3. Click the course to open from the Course List module.
4. The course entry page will be displayed.
5. Select the Content Area for which to add the External link.



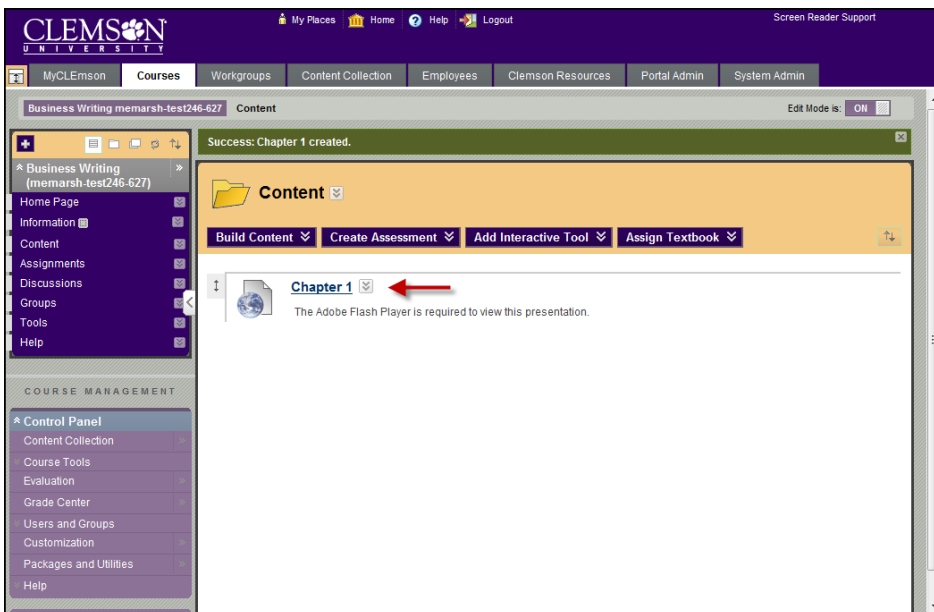
6. Hover your mouse over the **Build Content** action link and select **Web Link**.



7. The Create URL page is displayed.



8. Enter the **Name** of your recording.
9. Then paste the URL for Viewing your recording into the **URL** field (CTRL + V).
10. Enter additional information regarding this website in the **Text** field.
11. Then click **Submit**.



12. The recording is now provided as a link in your Blackboard course.
13. Students can click the link to watch the recording.

