

Enabling Backup Audio Recording

Follow the steps below to enable a backup audio recording on the MeetingOne Bridge to start automatically when recordings are initiated through an Adobe Connect meeting room which will then be available for 30 days.

- 1. An Administrator will need to log into the Adobe Connect account
- 2. Click on the Administration tab
- 3. Navigate to the Compliance and Control tab
- 4. Select Recordings and Notice
- 5. Under the **Record meeting audio on telephony Provider's bridge** section and place a check mark next to the **MeetingOne NA** option and then click the Save button.

MeetingOne	
Home Content Training Meetings Seminars Event Management Reports Administration My Profile	
Account Use	ers and Groups Audio Providers Customization Compliance and Control Administration Dashboard
Pods Manageme	nt Share Settings Recordings and Notice Training Settings Engagement Tracking Advanced Settings
Recordings and Notice	
These settings	will be applied to all meetings for this account.
Lock recor	ding settings for all meetings
Never re	ecord any meeting (off)
🗌 Enable Ch	at Transcripts
Enable cor	npliance notice
The notice p	rompts users to accept the Terms of Use of the meeting before joining.
Notice (1500) char. max):
	xample of a landing page text which has been A Preview Preview
(The notice	prompts users to accept the Terms of Use of \sim
Record mee	ting audio on Telephony Provider's bridge_
	ony provider(s) for which recording will also be needed on their respective audio bridge. (By default, recording happens only through ce for these providers):
Meeting O	ne NA
MeetingO	ne EMEA
	s to these settings will be effective immediately for all new meeting sessions. Some settings may disable features or remove data (e.g. pod tly exposed to users.
	Save