Introduction
After recording a session in Webex, you can post that recording to Blackboard. This self-help document will walk you through the process.

Locating Your Webex Recording and Copying the Link

1. From your favorite browser, navigate to towson.webex.com.
2. Log In (in the upper right hand corner) with your TU NetID and Password.
3. Click the My Webex tab at the top of the screen.

4. Click on My Recordings in the left navigation.

5. Locate your recording and move to the right of the recording and click on the green Playback arrow.

6. It will launch the recording in the web browser.
Webex: Locating a Recorded Session and Posting to Blackboard

7. Select and copy the url of the recording.

![Image of recording URL]

Figure 5

**Linking to your Webex Recording in Blackboard**

2. Log in with your TU **NetID and Password**.
3. Enter your **course**.
4. In your **course menu** to the left, enter the **content area** where you would like the link to appear.
5. Select **Build Content**, then **Web Link**.

![Image of Blackboard menu options]

Figure 6

6. Give your web link a **Name**.
7. Paste the **URL** of the Webex recording.
8. Click **Submit**