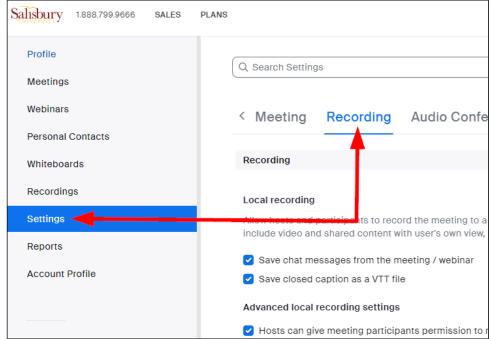
Passwords for Zoom Cloud Recordings

There is an automatic setting in Zoom that requires users to enter a password to view cloud recordings. These instructions will show you how to turn that setting off and will affect all future recordings.

- 1. Sign into Salisbury.Zoom.us
- 2. Click Settings in the left menu.
- 3. Choose the Recording tab.



- 4. Scroll down until you see "Require passcode to access shared cloud recordings"
- 5. Turn the toggle switch off next to "Require passcode to access shared cloud recordings"

Require passcode to access shared cloud recordings



Passcode protection will be enforced for shared cloud recordings. A random passcode will be generated which can be modified by the users. This setting is applicable for newly generated recordings only.