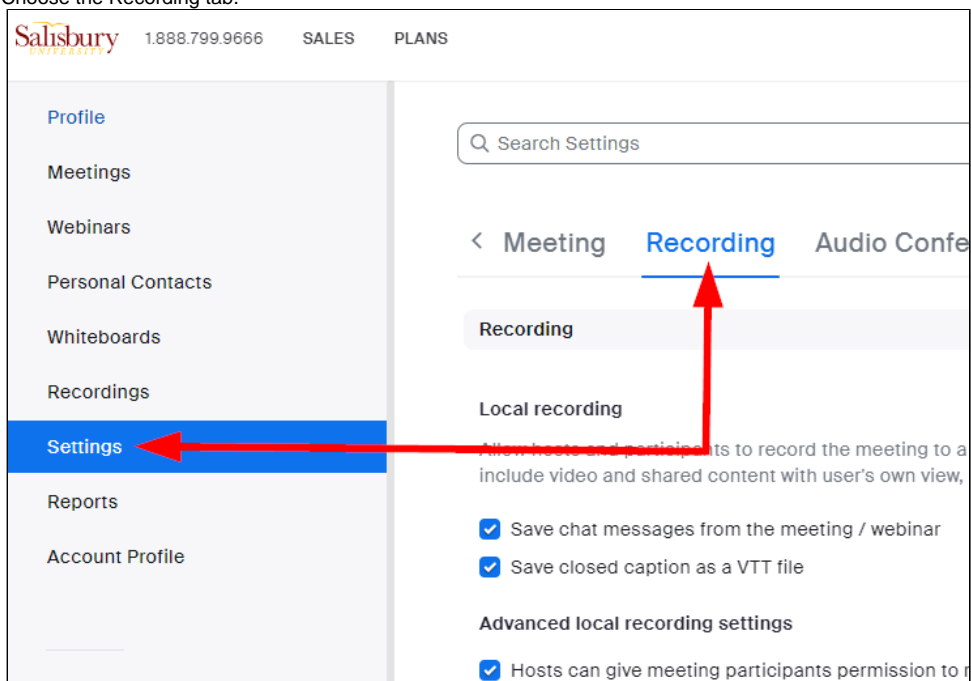# Passwords for Zoom Cloud Recordings

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"