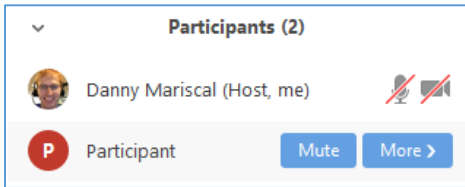
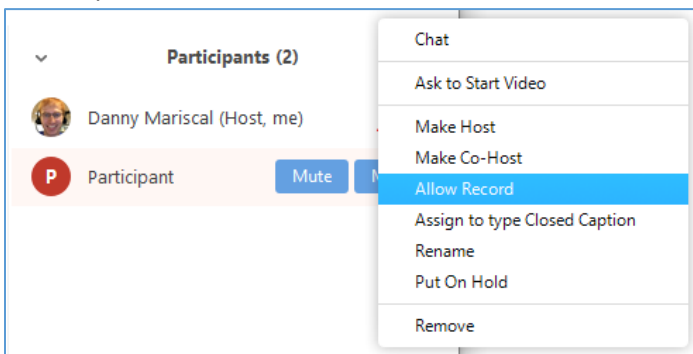


Assign a Participant Recording Privileges

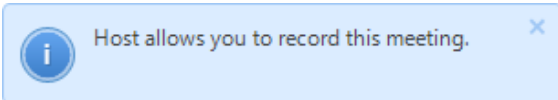
1. In a Zoom Meeting click on **Manage Participants**.
2. In the Participants menu navigate to the user who will be granted recording privileges. Click **More** next to their name.



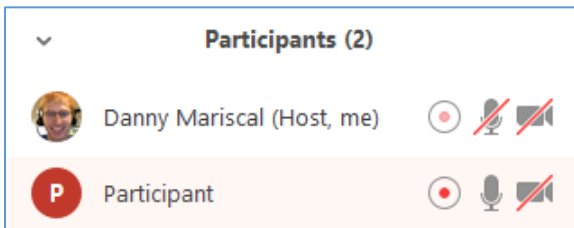
3. Select the option to **Allow Record**.



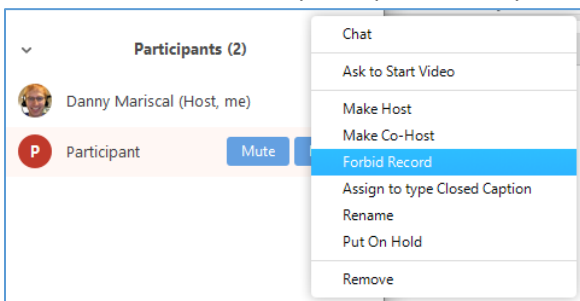
The participant will receive a notification stating: *Host allows you to record this meeting*



4. When a participant is recording, the participant menu will display a red bubble next to the user's name.



5. The host can disable the participant's ability to record by repeating **Step 2**, then select **Forbid Record**.



The participant will receive a notification stating: *Host disallows you to record this meeting*

