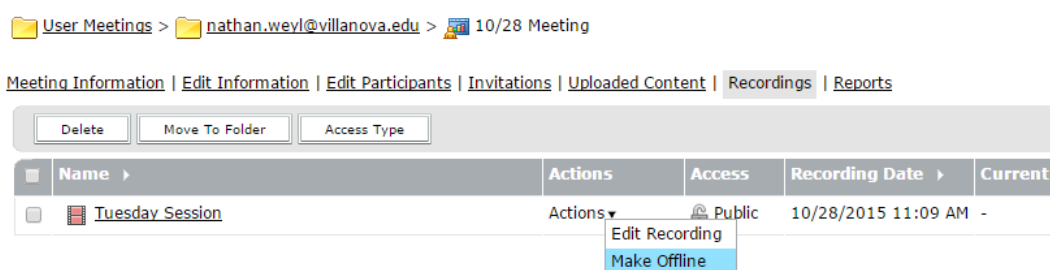


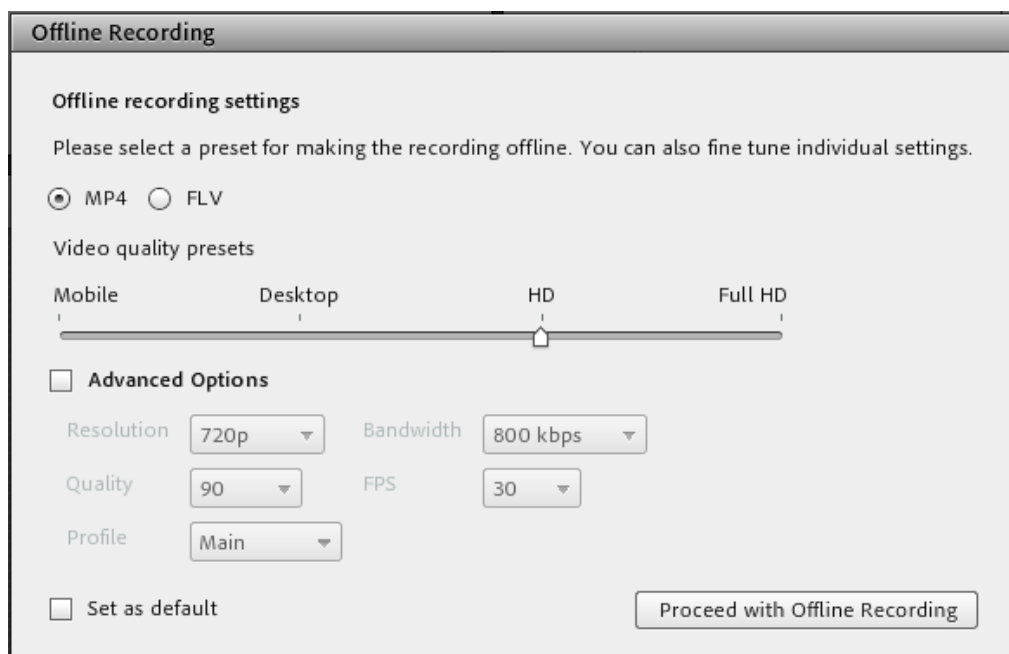
## Convert and download Adobe Connect recordings in MP4 format

In Adobe Connect, you can convert and download a recording offline in MP4 format. This conversion happens on your local system using the Adobe Connect add-in. On Mac, only one instance of add-in can be launched at a time so you cannot attend a meeting while creating an offline recording. On Windows, multiple instances of the add-in can be launched simultaneously so you can attend a meeting while converting one or more recordings offline.

1. Log in to <http://villanova.adobeconnect.com> and locate the recording that you want to convert to MP4 format.
2. For the recording you want to convert, click “Actions” to open the pop-up menu and click Make Offline. The recording will then be opened in the add-in along with a pop-up dialog.



3. In the Offline Recording dialog, select MP4 as an output option (FLV is NOT recommended). Also, select the quality using either the slider or by customizing the settings of the output by selecting Advanced Options.



**Note:** It is recommended that you leave all the video quality presets and advanced options unchanged.

4. Click Proceed with Offline Recording. Browse and save the file in a local folder. The recording will play in the add-in and get convert to an MP4 file. **This conversion process needs to take place in real time so it may be fairly time consuming depending on the length of the recording – Please allow for sufficient time to complete.** A dialog box pops up when the conversion has finished and provides the details of the actual recording. The actual quality and resolution of the generated MP4 file depends on your system resources and may be equal to or lower than the chosen settings. Check the pop-up dialog box at the end for the Resolution and the FPS achieved. The final recording can be found at the output path location listed in the Recording Summary.

