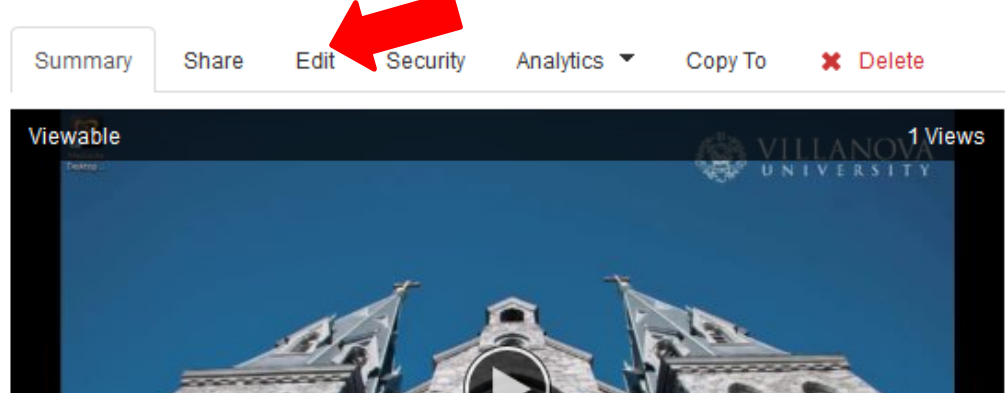


How to download your recordings in MyMediasite

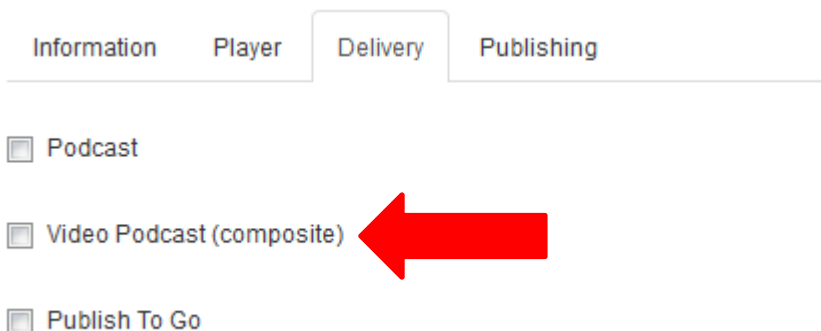
1. Goto: <https://vums-web.villanova.edu/mediasite/mymediasite>
2. Login with your Villanova userid & password.
3. Click on the recording you want to download.
4. Click on “Edit”.

Mediasite Desktop Recorder



5. Under the picture of your recording, click on “Delivery”.

Then, click on “Video Podcast (composite)”.



6. Click on the “Select a Vodcast Project” menu. Click on “Download Your Recording”.
7. In the upper-right-hand corner of your screen, click on “Save”.

8. The Villanova Mediasite Server will now start creating a downloadable version of your recording. Please be patient. This processing time can vary, depending on the usage of the Villanova Mediasite system.

You do not have to remain on this site in order for processing to finish. You can log out and come back to this page at anytime.

9. Once the processing is completed, you will be able to download a mp4 version of your recording from the “Summary” tab of your recording.

Click on “Download Video Podcast”.

The mp4 will download to your computer.

