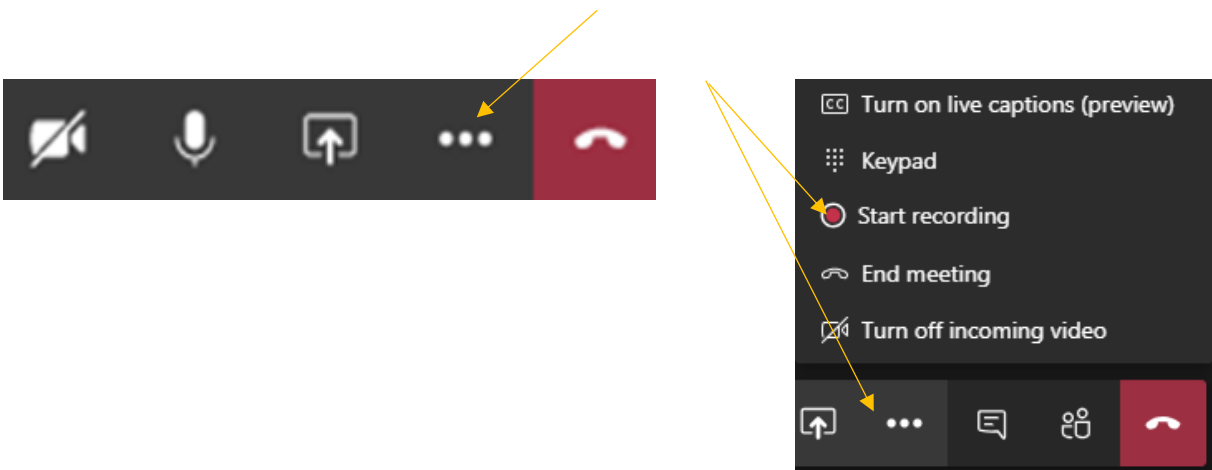


RECORDING Meetings and Group Calls in Microsoft Teams

You can record meetings and group calls in MS Teams. At this time, you cannot record one-to-one calls.

How to Record:

- Start or join a meeting.
- Go to the meeting controls > select More options > click Start recording.



- To stop recording, return to the meeting controls > select More options > click Stop recording.

