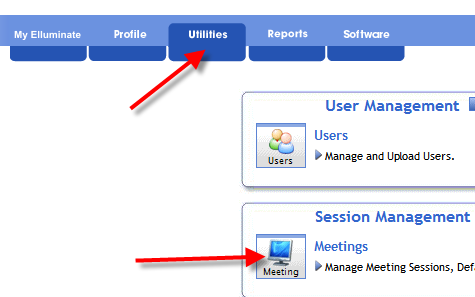
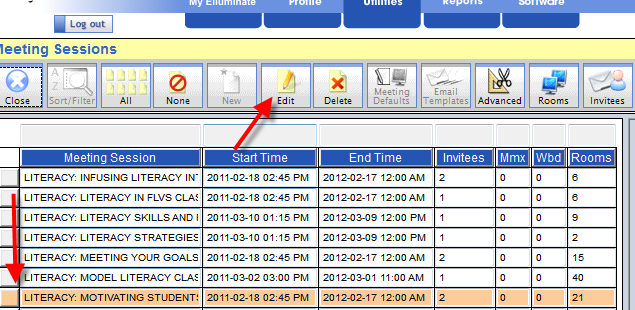
**To set up:**

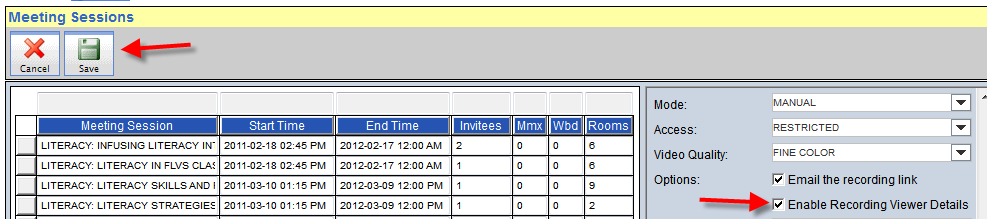
1. Log into <https://sas.elluminate.com/site/external/login/user> with your username and password
2. Click Utilities then Meetings



1. Click Accept, highlight the meeting and click Edit



1. Check Enable Recording Viewer Details and click Save

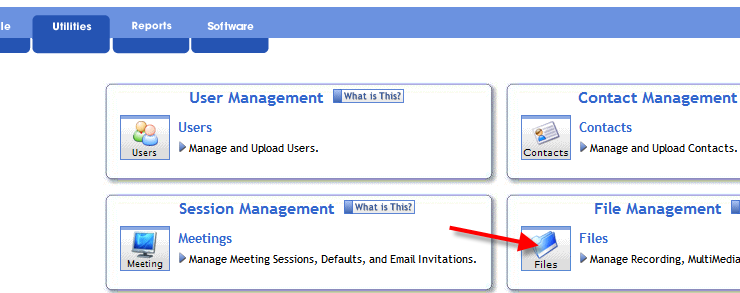


**To Use:**

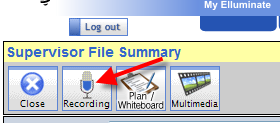
1. Sign in, go to Utilities



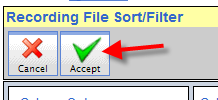
1. Click on Files under File Management



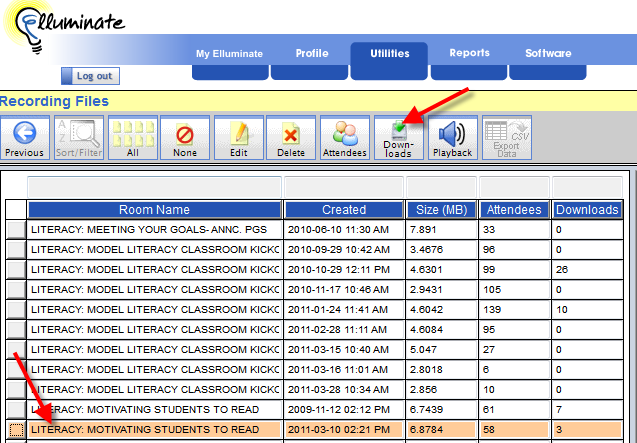
1. Click on Recording



1. Click Accept



1. Highlight the session and click Downloads



1. You can Sort/Filter the information by any of the headings.

