

Notice of upcoming change on April 30th

Microsoft is making a change to Teams meeting recordings and Streams will no longer be available to record meetings. Your meeting recording will now be saved to OneDrive as of April 30th. Recordings will still be available in your meeting chat window after the meeting.

What do I need to do before April 30th?

The change will take place automatically on April 30th, but there are some differences in how you will save your recordings from your Microsoft Teams meetings. In preparation for the change, review the following information:

- Quick Reference Guide **Appropriate Use and Storage of Recordings** located on our website <https://mbtelehealth.ca/training/>.
- Quick Reference Guide **Share Meeting Recordings** located on our website <https://mbtelehealth.ca/training/>.
- **What's changing** section below

What's changing?

Some features that are currently available with Microsoft Streams that are not currently available with OneDrive recordings are:

- transcripts
- closed captions
- dedicated video player portal

What happens to my existing recordings in Microsoft Streams?

Any currently recorded Teams meetings in Stream (Classic) will continue to exist there and do not need to be migrated. Only new Teams meetings will be affected.