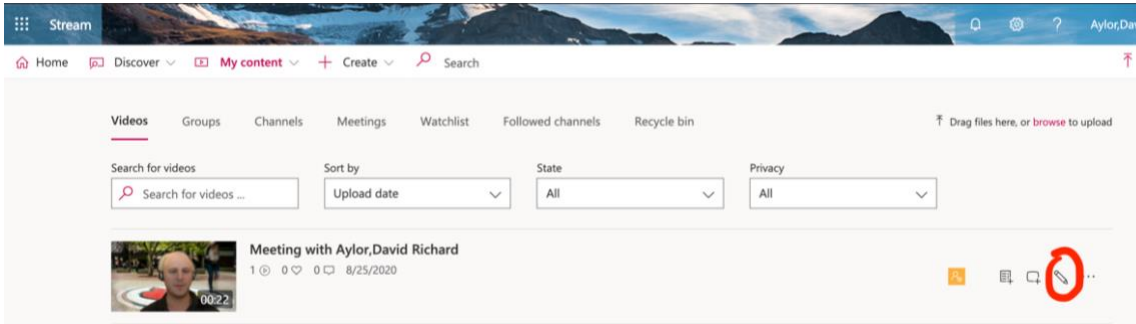
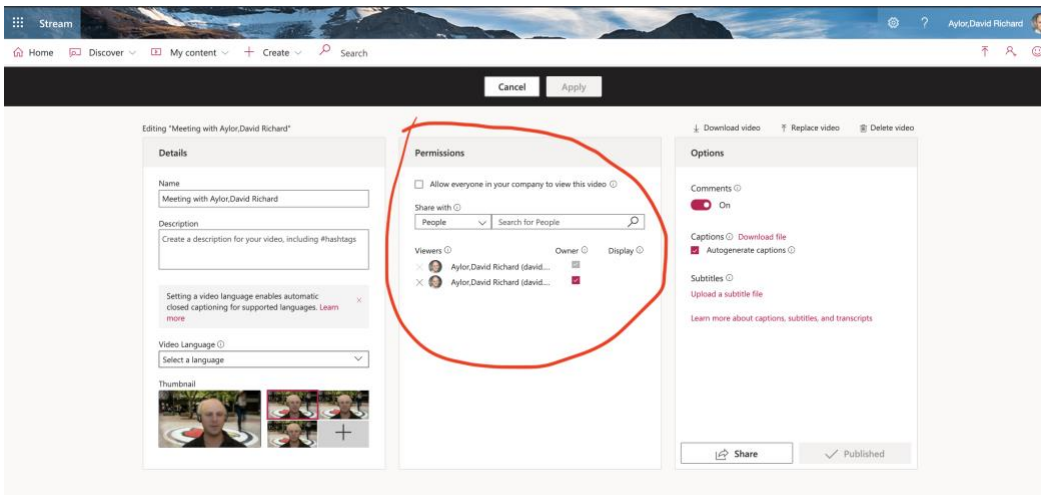


How to share a Microsoft Stream/Teams video recording

Step 1: Login to <https://web.microsoftstream.com> with your ulinkusername@louisville.edu and ulink password. Click on the **My Content** tab and **Videos**. Click the **pencil icon** next to your video.



Step 2: To share with the entire organization so anyone at UofL can watch, click on **“Allow everyone in your company to view this video”**. Then click **Apply**. To share with specific people, channels or groups of people select **People, Channels, or My Groups** from the dropdown and **type in the Search field**, select who you want to view the video. Then click **Apply**.



Step 3: Click the **Share** button to share a web link.

