

# Cisco WebEx Meetings

## Record a Cisco Webex Meeting

In WBS33, the Record option is located on the control bar. Learn more about our new video-centric meeting experience.




### WBS33

These steps only apply to Webex Meetings and Webex Events. To record a Webex Training session, use the WBS32 steps.

Only the host or an alternate host can record a meeting. You cannot record if the recording option is not available.

If an alternate host records the meeting, the meeting host still receives and owns the recording after the meeting ends.

1. Select Recorder  and Record to record right away.

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2. Select Recorder , and do one of the following:

- Select Pause and Resume to maintain a single recording.
- Select Stop to end your current recording.



WBS32

Only the host or an alternate host can record a meeting. You cannot record if the recording option is not available.

If an alternate host records the meeting, the meeting host still receives and owns the recording after the meeting ends.

1. Select  Record to record right away.

2. Do one of the following:

- Select Pause recording  to pause and resume the recording, maintaining a single recording.
- Select  to end your current recording.