**Creating Your Own Video on Zoom**

1. Open Zoom on your computer (If you don’t have the Zoom app already downloaded, you can access it here <https://zoom.us/download>. Or you may need to update to the latest version, <https://support.zoom.us/hc/en-us/articles/201362233-Upgrade-update-to-the-latest-version>. It is free.
2. Schedule a meeting to start at the day or time you want to do your video by clicking on the button that says, “schedule a meeting”.
3. Highlight the meeting, usually on the left under the tab that says meetings.
4. Start the meeting; Make sure the microphone is on, not muted. Also, make sure the video button is on, it is the second from the left at the bottom. When you click on it, two small buttons will come up, choose the one that says, “record on this computer”.
5. When you set up the computer, make sure your face is lit. If you need to read your script, you can bring it up on the computer so that you will be looking into the camera most of the time.
6. When you are ready to record yourself, click on the record button, a white circle button to the right of the green share screen button. Click the button that says to save on your device.
7. You can stop the recording when you are finished. Then click on “end” and “end the meeting”.
8. When you stop the Zoom Meeting a screen will pop up saying it is saving the recording, let it complete and then save the video in a file where you will know where it is. Name it what type of video you have done, either Origin Video (how you came to TT) or a Receiving TT, Giving TT, or something connected to research or something humorous.
9. If you have a friend that uses Zoom you could also ask them to record you as you share your story.

Once you have saved it and looked at it to make sure it is what you want to say, then send an email to [ttia@therapeutictouch.org](mailto:ttia@therapeutictouch.org) and attach the video. Please state VIDEO STORY in the subject line.

You can use Google Drive or Dropbox to send the video if it is too large for the email.