

# LIFESIZE CLOUD操作手冊

## 錄影功能操作

製作者：昀佳股份有限公司

# 📄 Lifesize Cloud登入

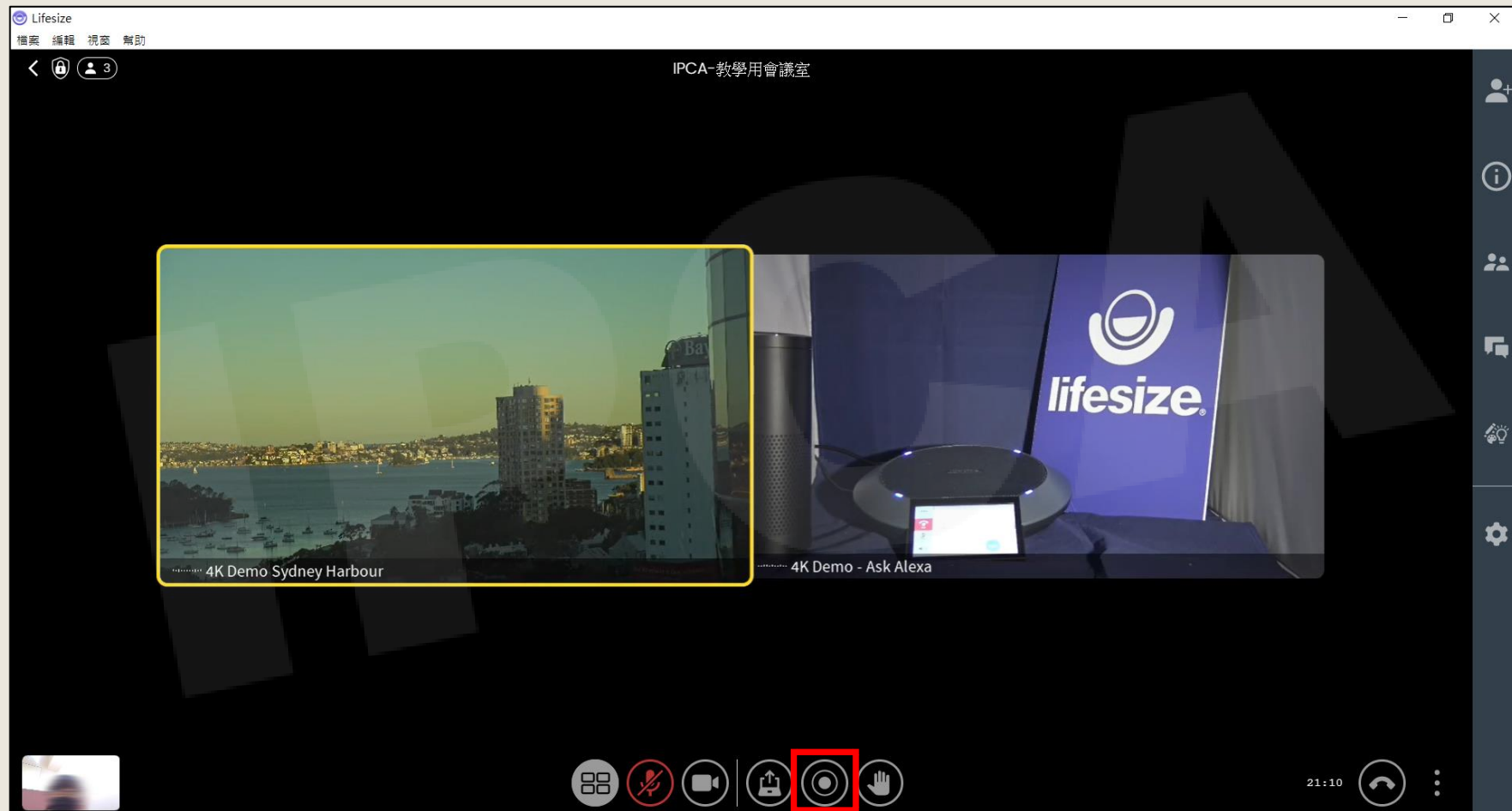
- 打開Lifesize Cloud電腦版，點選登入，輸入註冊的Email、密碼，之後登入。



# 會議內容錄製

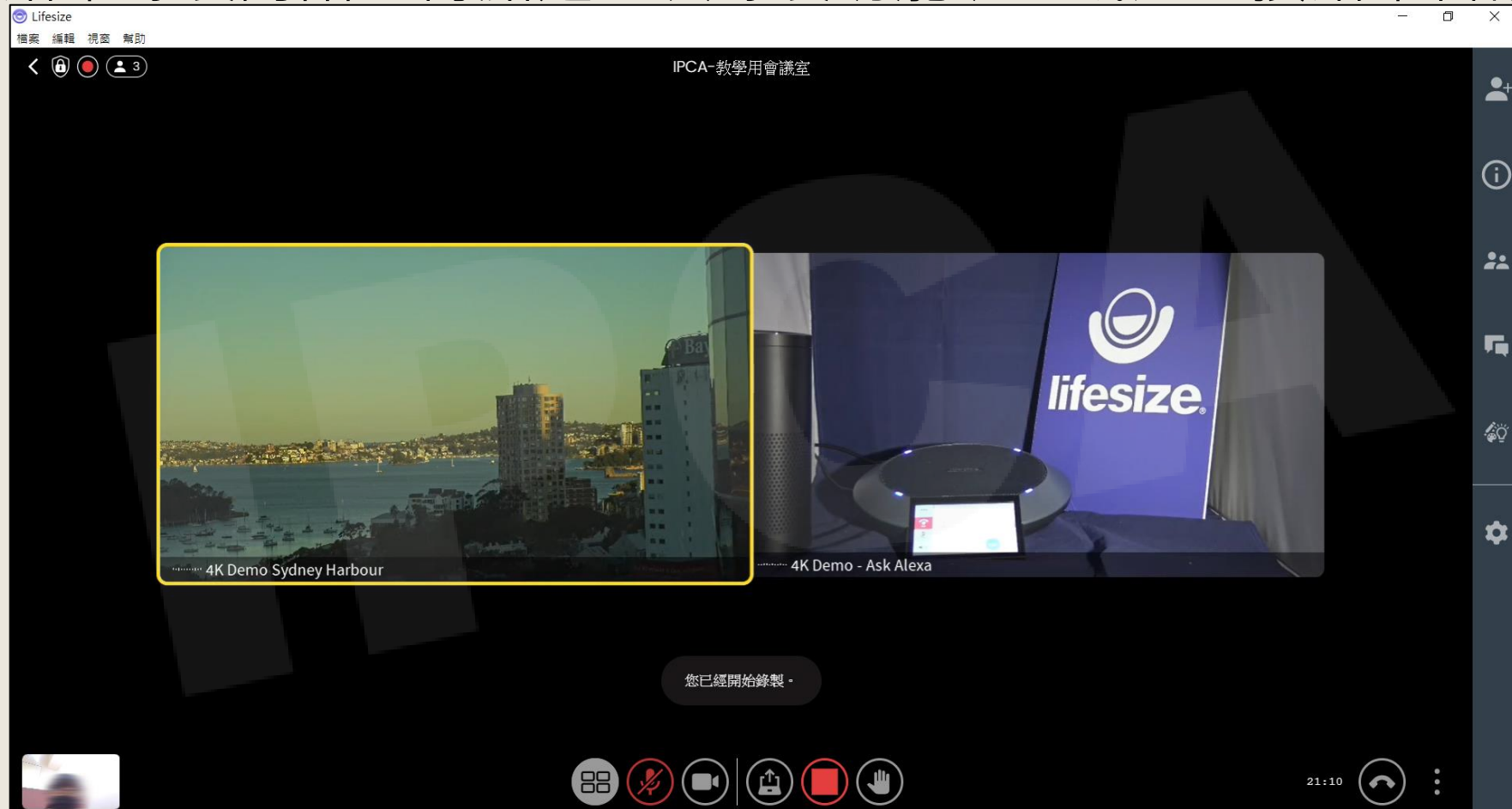
# 📝 會議內容錄製(1/2)

- 會議進行時，點選下方功能鍵的開始錄製，即會啟動錄製。



# 會議內容錄製(2/2)

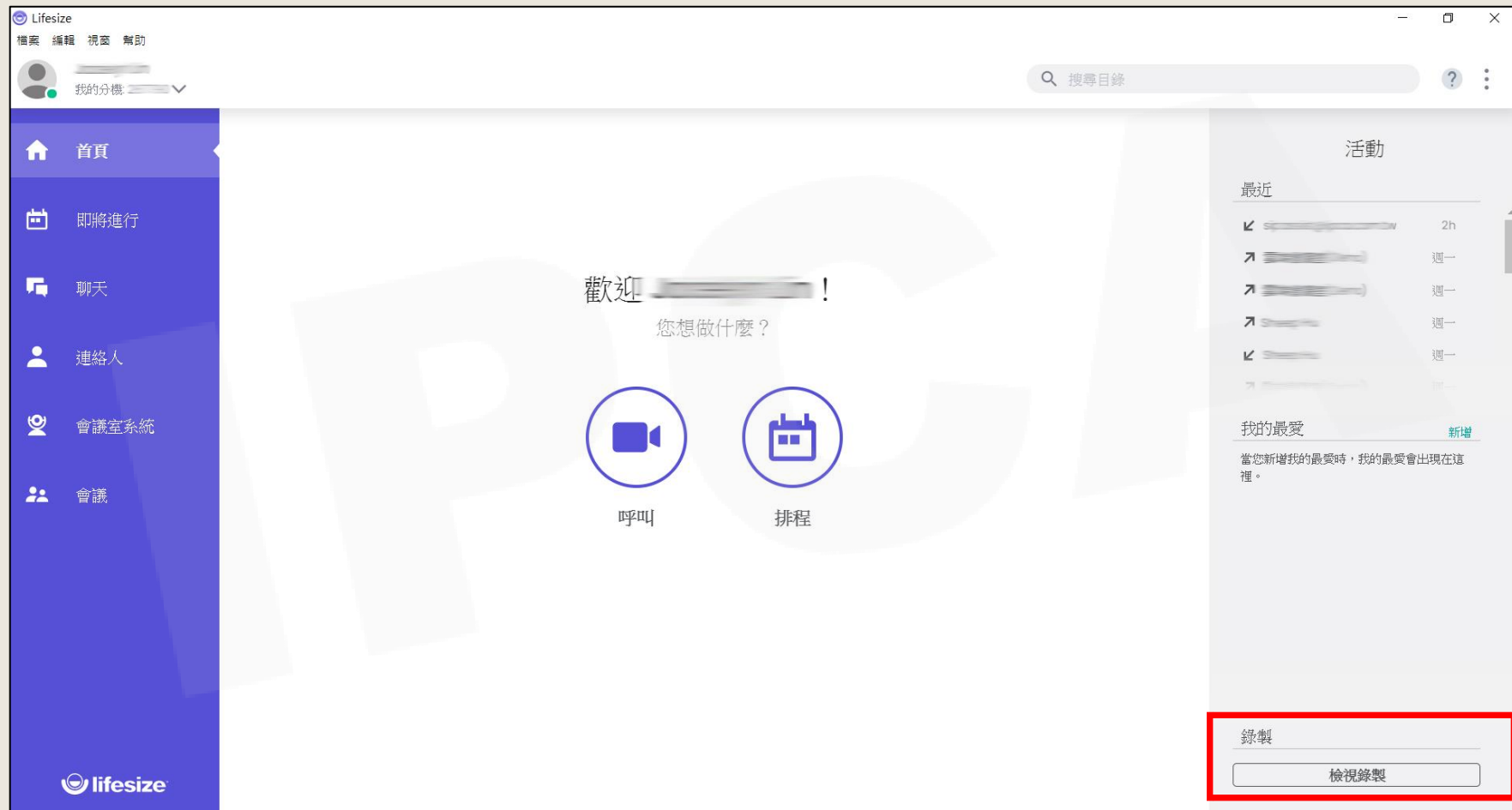
- 錄製功能啟動時，錄製功能鍵會呈現紅色，且左上方會有「●」符號。
- 要結束錄製的話，再點選一次錄製功能鍵，或是直接結束會議即可。



# 錄製檔案檢視

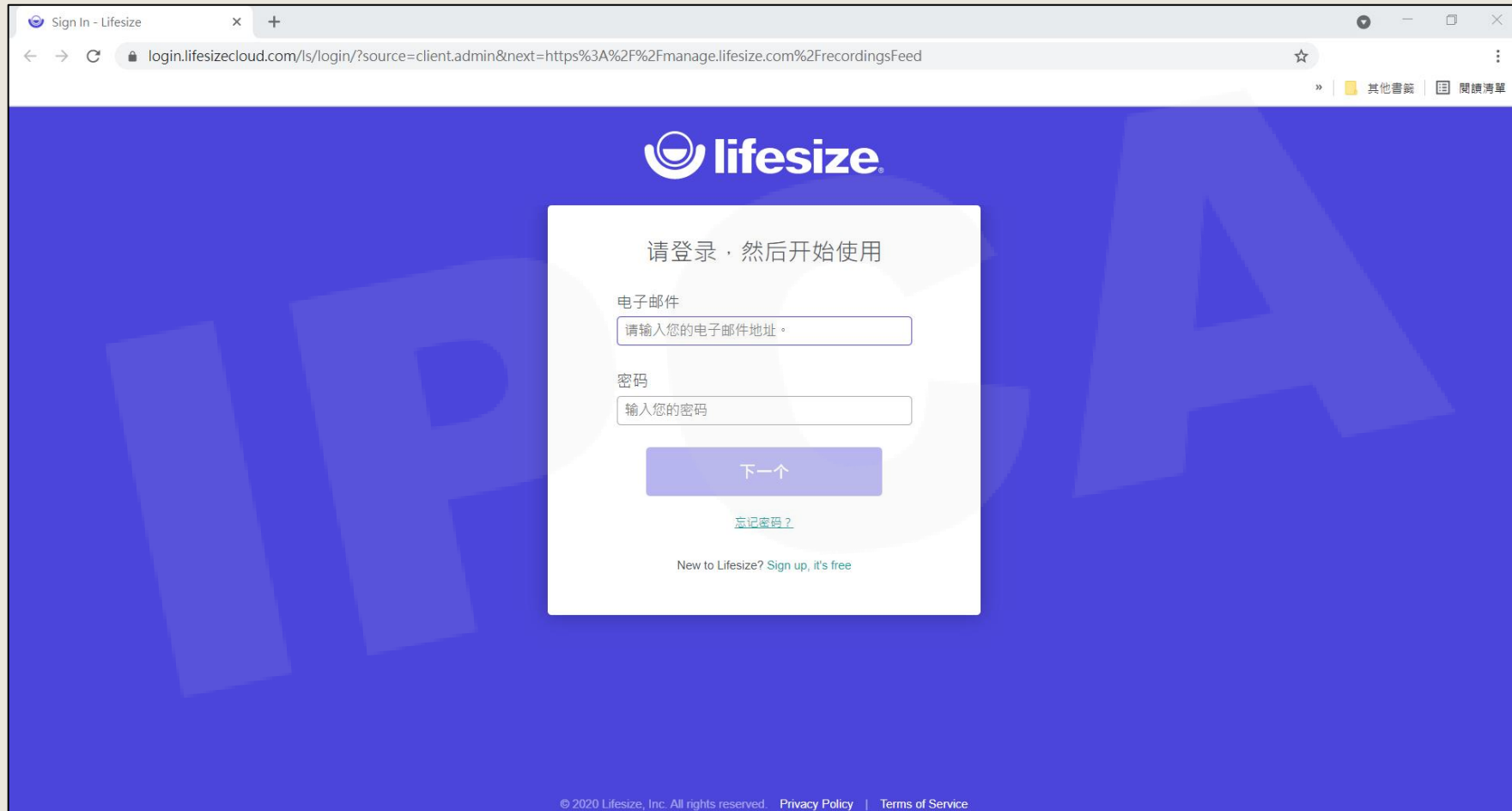
# 📝 錄製檔案檢視(1/4)

- 於Lifesize Cloud電腦版首頁，點選右下方檢視錄製。



# 📝 錄製檔案檢視(2/4)

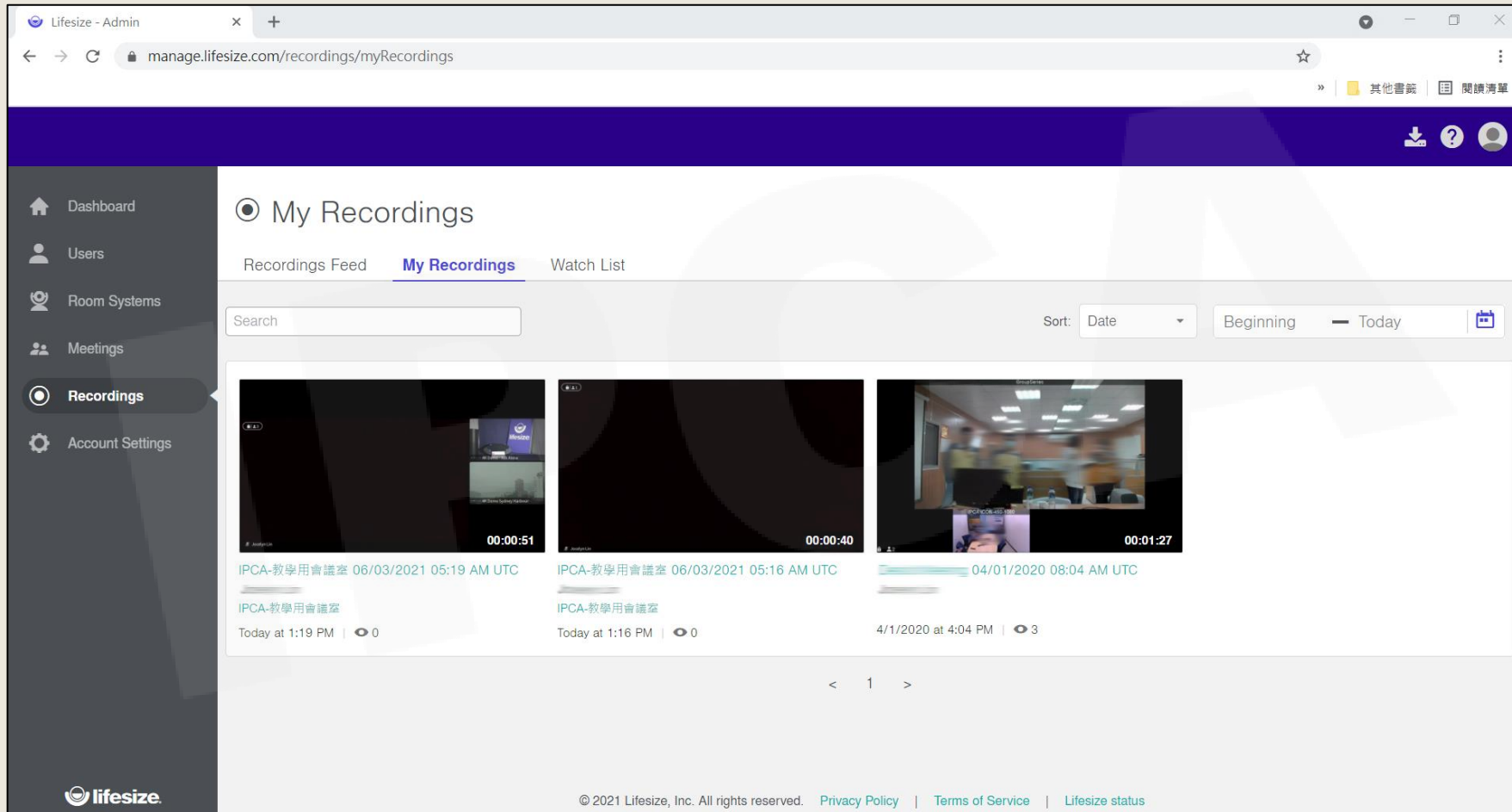
- 會跳出瀏覽器，並要求登入，輸入註冊的Email、密碼，之後登入。








# 📄 錄製檔案檢視(3/4)

- 於左方列表點選Recordings(錄製影片)，即可看見錄製的影片清單。



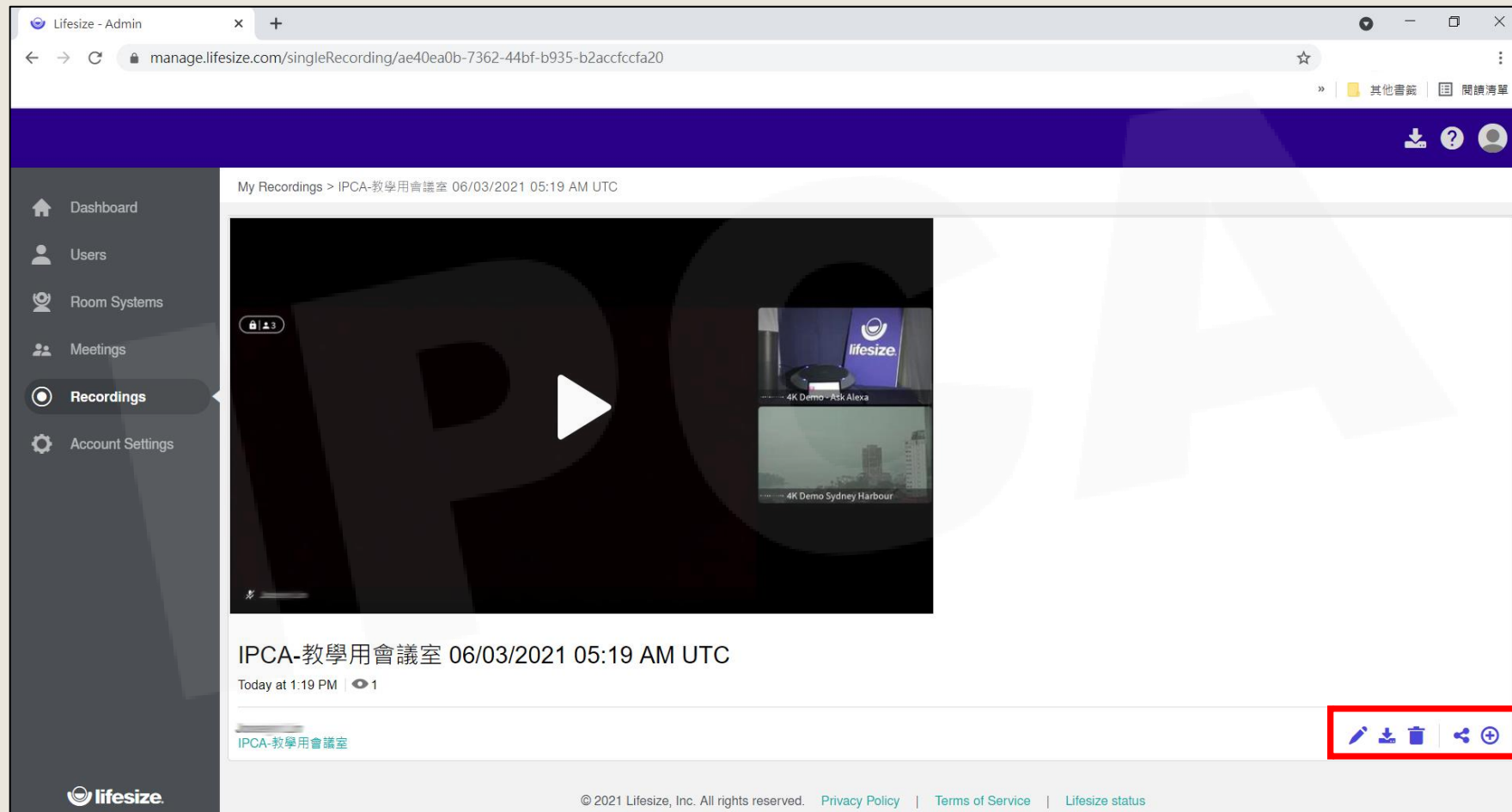
The screenshot shows the Lifesize Admin interface for recording management. The browser address bar indicates the URL `manage.lifesize.com/recordings/myRecordings`. The left sidebar contains navigation options: Dashboard, Users, Room Systems, Meetings, Recordings (selected), and Account Settings. The main content area is titled "My Recordings" and includes tabs for Recordings Feed, My Recordings, and Watch List. A search bar and sorting options (Sort: Date, Beginning, Today) are visible. The recording list contains three entries:

Thumbnail	Title	Timestamp	View Count
	IPCA-教學用會議室	06/03/2021 05:19 AM UTC	0
	IPCA-教學用會議室	06/03/2021 05:16 AM UTC	0
	IPCA-教學用會議室	04/01/2020 08:04 AM UTC	3

At the bottom of the page, there is a footer with the Lifesize logo and copyright information: © 2021 Lifesize, Inc. All rights reserved. Privacy Policy | Terms of Service | Lifesize status.

# 📄 錄製檔案檢視(4/4)

- 點入影片後，可下載、刪除、分享影片。



# Thank you

昀佳股份有限公司(IPCA)  
電話：(02) 2608-6575  
<http://www.ipca.com.tw/>

