

# Transmit Files to IUSW Box Folder

Upload any video or dataset to an IUScholarWorks Box folder

- Follow the instructions to drag and drop or browse for a file on your computer.
  - Contact us with details about the material: [iusw@indiana.edu](mailto:iusw@indiana.edu)
- 
- 

**To deposit Zoom videos, follow these instructions for accessing recordings**

<https://support.zoom.us/hc/en-us/articles/201362473-Local-Recording>

- All recorded meetings are stored locally on your local device or computer.
- To access your saved recorded meetings. Open your client menu. Then, select "Meetings" and from here select "Recorded".
- Note: Your recorded meeting will be converted and added after the meeting is ended.