Follow the steps below to get ready to record your Grad Slam 2021 video submission.

1. Go to [ucdavis.zoom.us](https://ucdavis.zoom.us) to download the Zoom desktop app if you haven’t already.

2. Download the “Zoom Client for Meetings” and install.

3. Open the Zoom app and click on “New Meeting.”

4. This will open a window like the one below. Make sure your video and audio are enabled, then click record to record your video.

5. If you are prompted to choose between ‘cloud’ and ‘local recording,’ choose ‘local recording.’ By default, local recordings will be placed in following directory:
   - Windows: C:\Users\[Username]\Documents\Zoom
   - Mac: ~/Documents/Zoom
   - Linux: ~/Documents/Zoom

From there, your video file will be available to upload.