



CITY OF MADISON INFORMATION TECHNOLOGY

Recording Links for BCC Staff

1. Open a browser to <https://media.cityofmadison.com/Mediasite/Showcase/madison-city-channel/Channel/additional-meetings>
 - This does not require VPN, and we suggest you disconnect from it first.
2. Find your meeting, they are in chronological order, newest first.
3. Click on the meeting you want. If you want to watch the recording, you can click the play arrow in the video window.
4. Select **Embed**

Embed Video

Link to Page

 Copy and paste this link into an email, IM, or social network.

Link to Full Player

 Copy and paste this link into an email, IM, or social network.

Embed Video

 Copy and paste this code into a website.

Embed This Page

 Copy and paste this code into a website.

- Copy the **Link to Full Player** up to the question mark

5. Paste that link to the **Media** field in Legistar.

The screenshot shows the Legistar interface with a meeting form. The 'Media' field is highlighted in yellow and contains the URL: <https://media.cityofmadison.com/Mediasite/Play/aab18ae110a941bc8bd5c1f2878ea9271d?autoplay=true&player=026deee7a25741f592>. Below the form is a table of meetings.

Date	Day and Time	Meeting Body
August, 2020 (1)		
8/3/2020	Mon - 4:00 PM	ALDER WORKGROUP TO DEVELOP
July, 2020 (7)		
7/29/2020	Wed - 5:00 PM	ALDER WORKGROUP TO DEVELOP
7/27/2020	Mon - 12:30 PM	ALDER WORKGROUP TO DEVELOP
7/23/2020	Thu - 5:00 PM	ALDER WORKGROUP TO DEVELOP
7/13/2020	Mon - 6:30 PM	ALDER WORKGROUP TO DEVELOP
7/11/2020	Sat - 8:00 AM	ALDER WORKGROUP TO DEVELOP