

## What is the Ad Hoc Recording Feature?

Jay-Ileen (AI) - 2023-12-25 - VSee Clinic for Providers

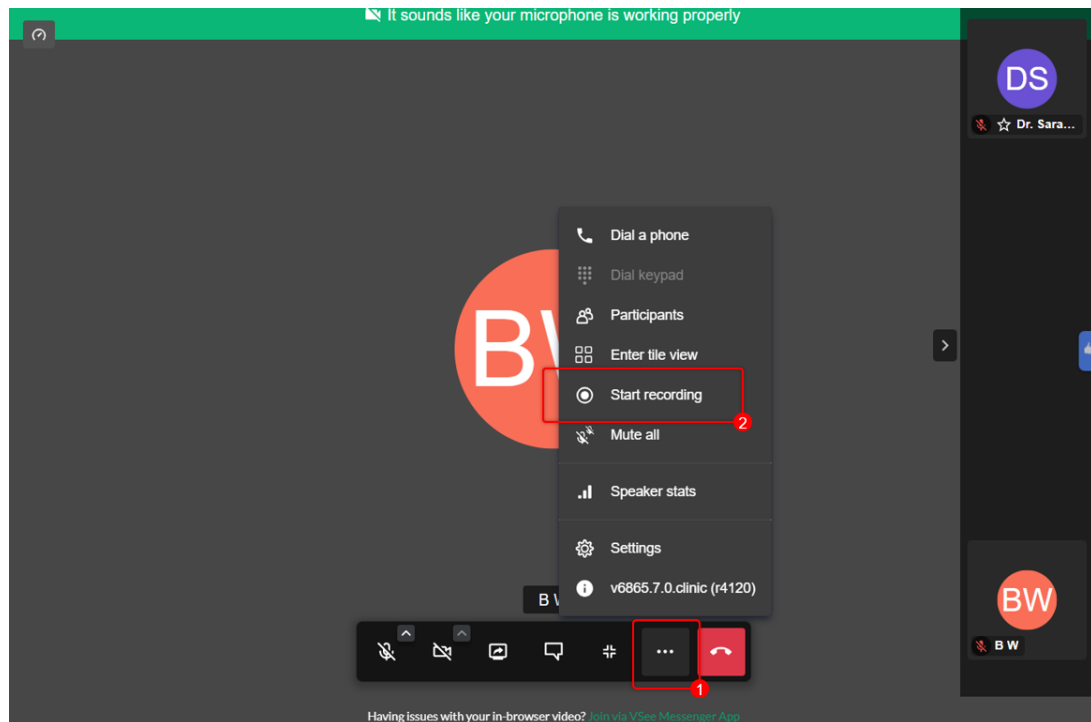
If a Clinic has the regular recording feature enabled, the recording will automatically start as soon as the call starts and the Providers can't manually turn off the recording.

The Ad hoc recording feature allows Providers to start or stop the recording manually during the call.

- [How to Use the Ad Hoc Recording](#)
- [How to Download the Recording](#)

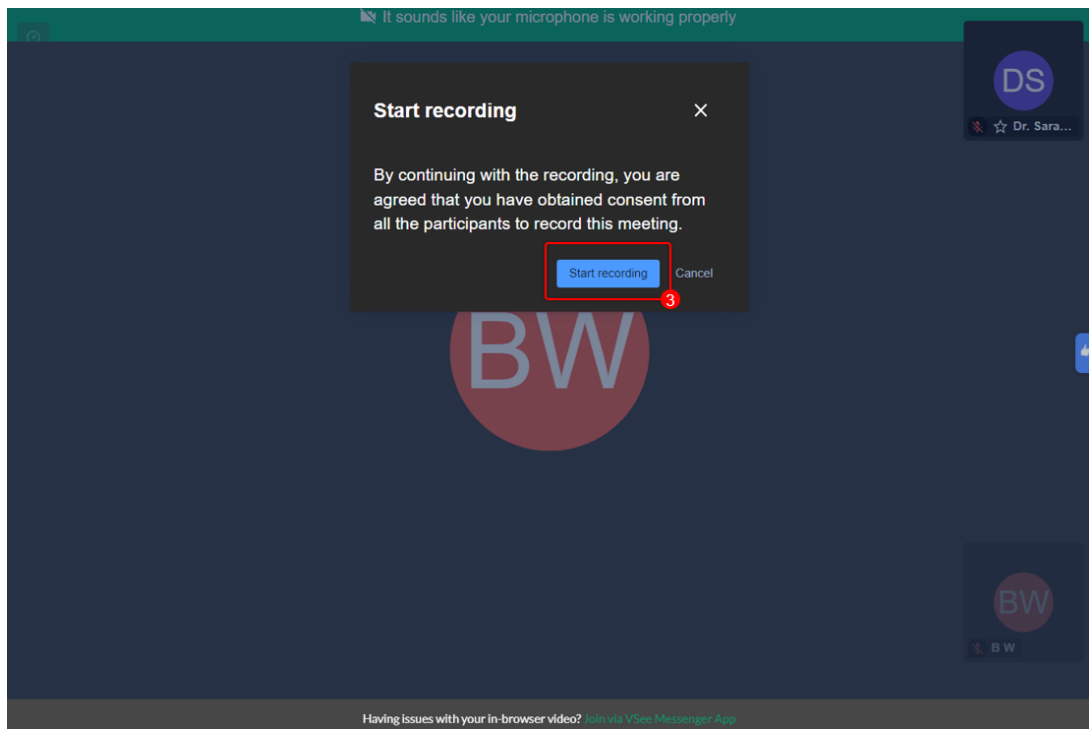
### How to Use the Ad Hoc Recording

1. In the call, click the 3 dots or the ellipsis.
2. Select Start recording.

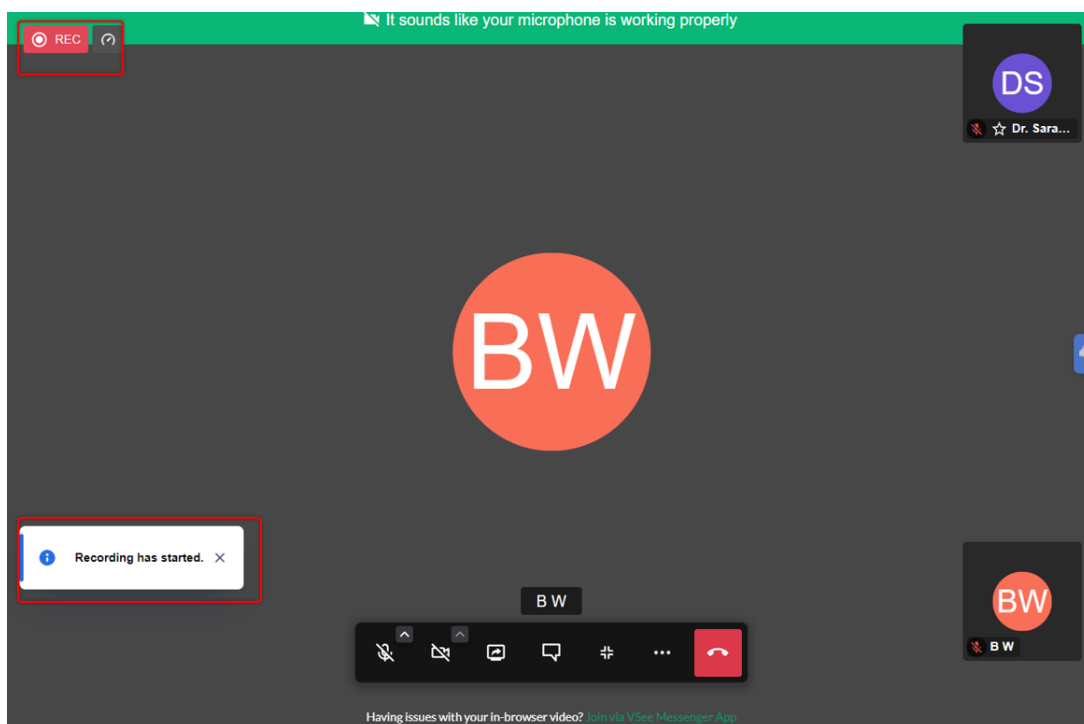


3. A pop-up window will appear. Click on **Start recording**.



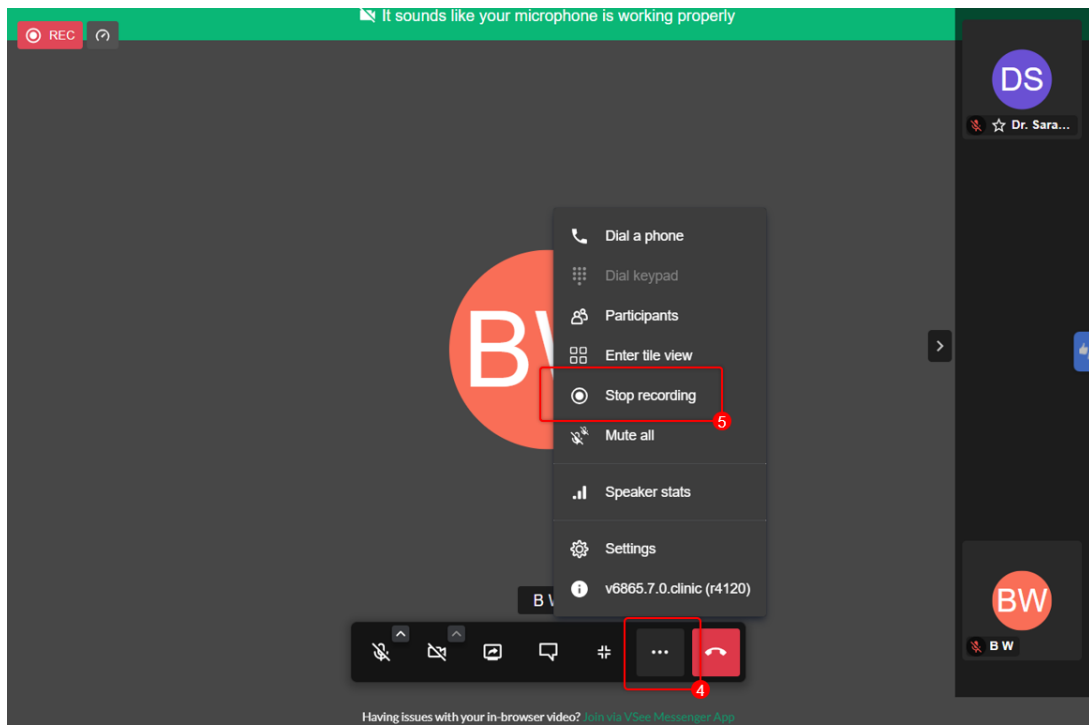


You will see a confirmation that the recording feature has started. You will also see a REC button at the top left as an indicator that the recording is in progress.

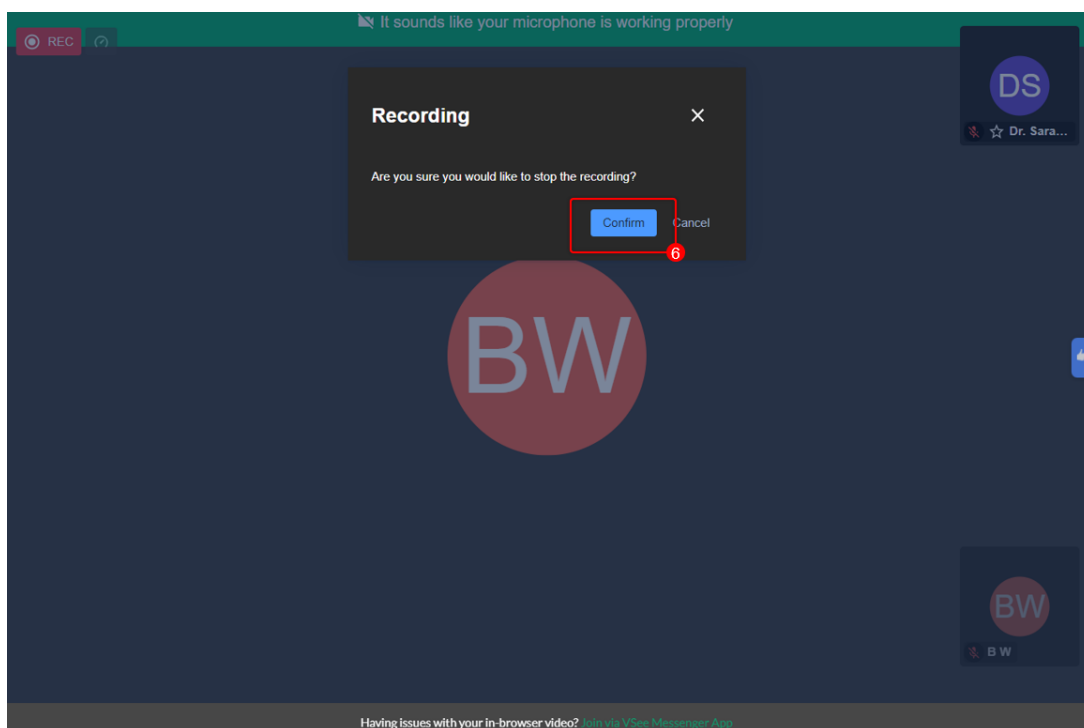


4. To end the recording, click once again the **3 dots** or the **ellipsis**.
5. Select **Stop recording**.





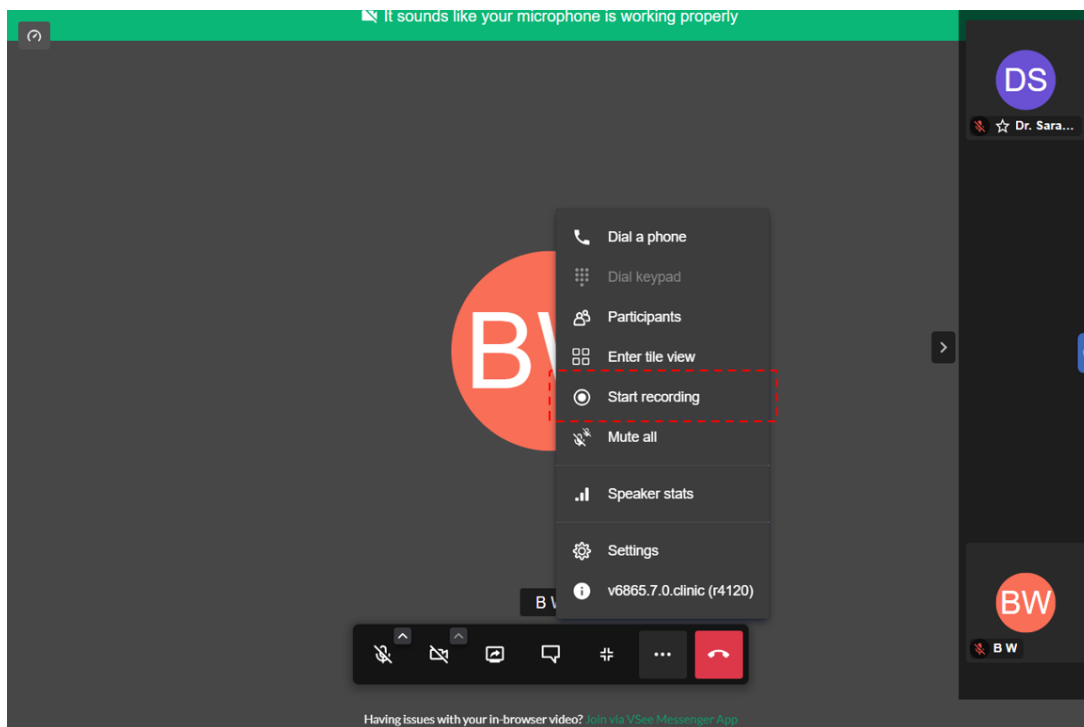
6. A pop-up window will appear. Click on **Confirm** to stop the recording.



You can initiate multiple recordings within one call session.

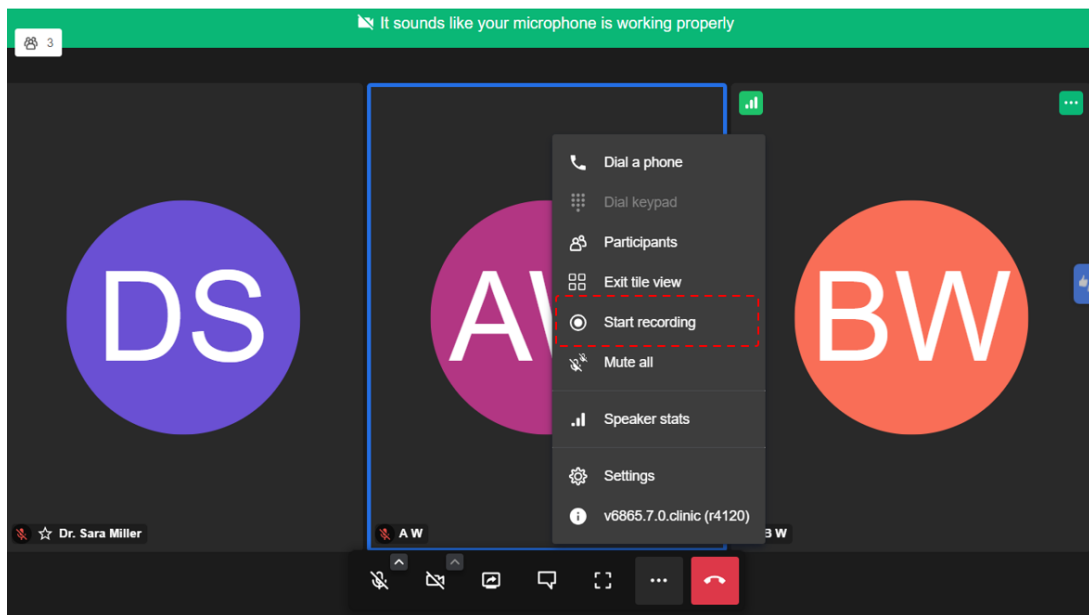






*Note: The same steps apply to group calls.*





## How to Download the Recording



1. Click on the Patients tab.
2. Under the All Visits tab, find the visit. And click on View Recording under

the Action column.

**VSee Clinic**


Dashboard


**Patients**

Schedule

Health

e-Rx



 Dr. Sara Miller

Patients

All Visits

Day

Week

Month

Custom

<

This Week

Jun 05 - 11, 2023

>

Show 25 entries

Search:

Visit Time	Patient	Waiting Room	Provider	Gender	Age	Email	Visit Status	Visit Type	Call Duration	Action
06/06/2023 08:48 PM ID: 1002106612	Brianna Williams	Recording Test Training	Dr. Sara Miller		28	brianna.williams.forever@gmail.com	Completed	Video		<a href="#">View</a> <a href="#">View Recording</a>
06/06/2023 08:48 PM ID: 1002106611	Aileen White	Recording Test Training	Dr. Sara Miller	Female	28	ileen.test@gmail.com	Completed	Video		<a href="#">View</a> <a href="#">View Recording</a>
06/06/2023 04:45 PM ID: 1002105183	Aileen White	Recording Test Training		Female	28	ileen.test@gmail.com	Missed	Video		<a href="#">View</a>

3. Click **Download** under the Recording column.



## RECORDING

Show  entriesSearch: 

Start Time	End Time	Participants	Recording
06/06/2023 08:56 PM	06/06/2023 08:59 PM	Brianna Williams (cmo+6169cf306e984843812b07c364457b11) Dr. Sara Miller (jayleen@vseelab.com)	<a href="#">View</a> <a href="#">Download</a>
06/06/2023 09:00 PM	06/06/2023 09:01 PM	Brianna Williams (cmo+6169cf306e984843812b07c364457b11) Aileen White (cmo+user17326417) Dr. Sara Miller (jayleen@vseelab.com)	<a href="#">View</a> <a href="#">Download</a>

Showing 1 to 2 of 2 entries

Previous  Next

Powered by VSee

4. A pop-up window will appear. Click on the **Download** icon.



VSee Clinic

Dashboard

RECORDING

Show 10 entries

Start Time	End Time
06/06/2023 08:56 PM	06/06/2023 09:00 PM
06/06/2023 09:00 PM	06/06/2023 09:00 PM

Showing 1 to 2 of 2 entries

Dr. Sara Miller

Search:

Recording

View Download

View Download

Previous 1 Next

DOWNLOAD RECORDING

Participants:  
Brianna Williams (cmo+6169cf306e984843812b07c364457b11)  
Dr. Sara Miller (jayileen@vseelab.com)

Start Time: 06/06/2023 08:56 PM  
End Time: 06/06/2023 08:59 PM

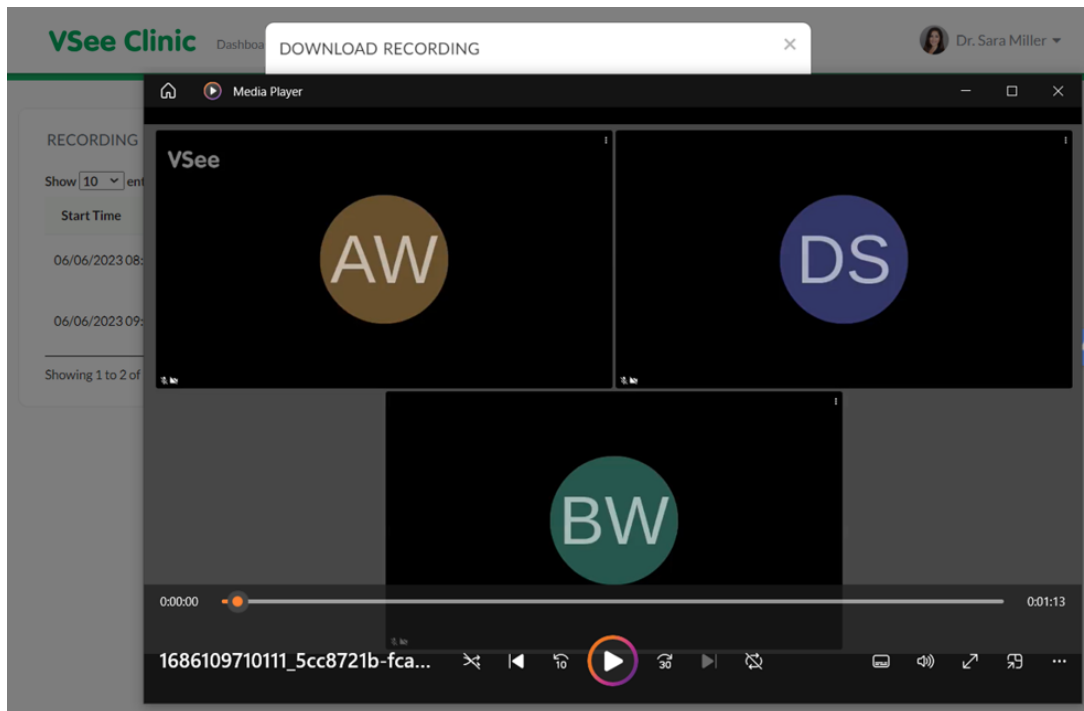
Files

1686109710111\_5cc8721b-fca1-4300-8ad3-ea222fcea268\_jitsi\_2023-06-07-03-56-48.mp4?X-Amz-Algorithm=AWS4-HMAC-SHA256&X-Amz-Date=20230607T131037Z&X-Amz-SignedHeaders=host&X-Amz-Expires=14400&X-Amz-Credential=AKIAJ644UPRQFLQ3T4PA%2F20230607%2Fus-west-2%2Fs3%2Faws4\_request&X-Amz-Signature=4bf857ffcd5d51732157020bf16c19ed5426f9004018f48900faec49cfc70b

Close

As soon as the download is finished, the recording will auto-play for you to view.





Please contact [Sales](#) or your Account Manager to enable this feature in your Clinic.

#### Related Article

[Start and Stop Recording on VSee Messenger](#)

If you have any questions, please contact us at [help@vsee.com](mailto:help@vsee.com).

#### Tags

ad hoc  
ad hoc recording  
record  
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