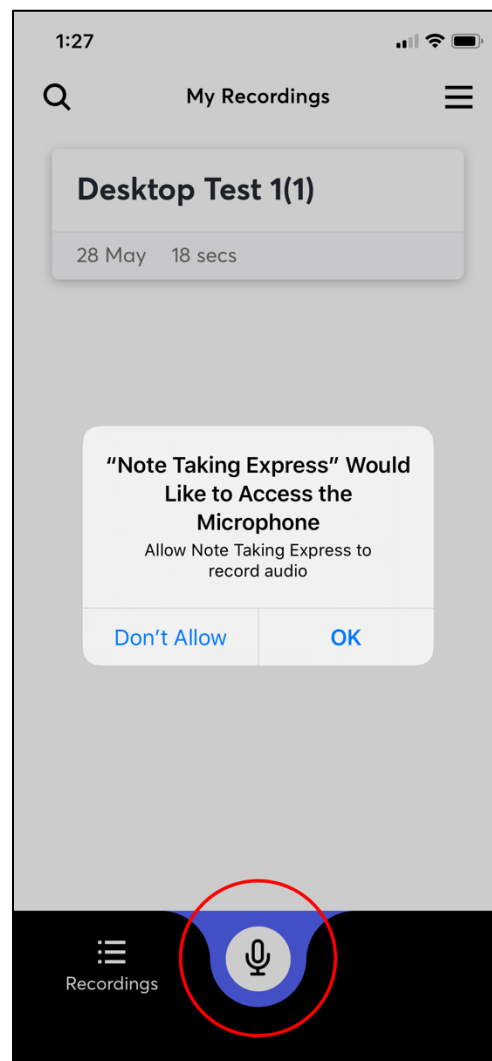
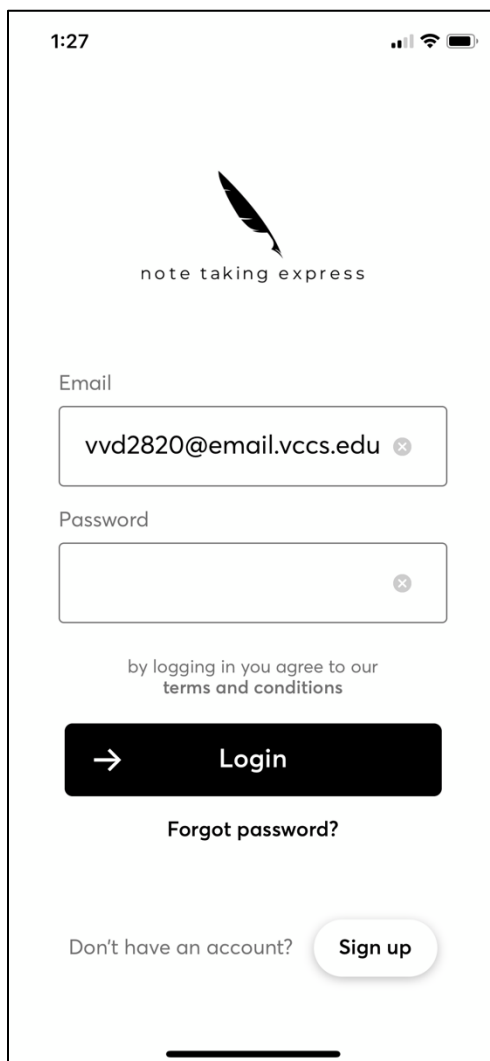


Note taking Express

Record your Zoom classes on iPhone/iPad

Step 1: Installation on iPhone/iPad

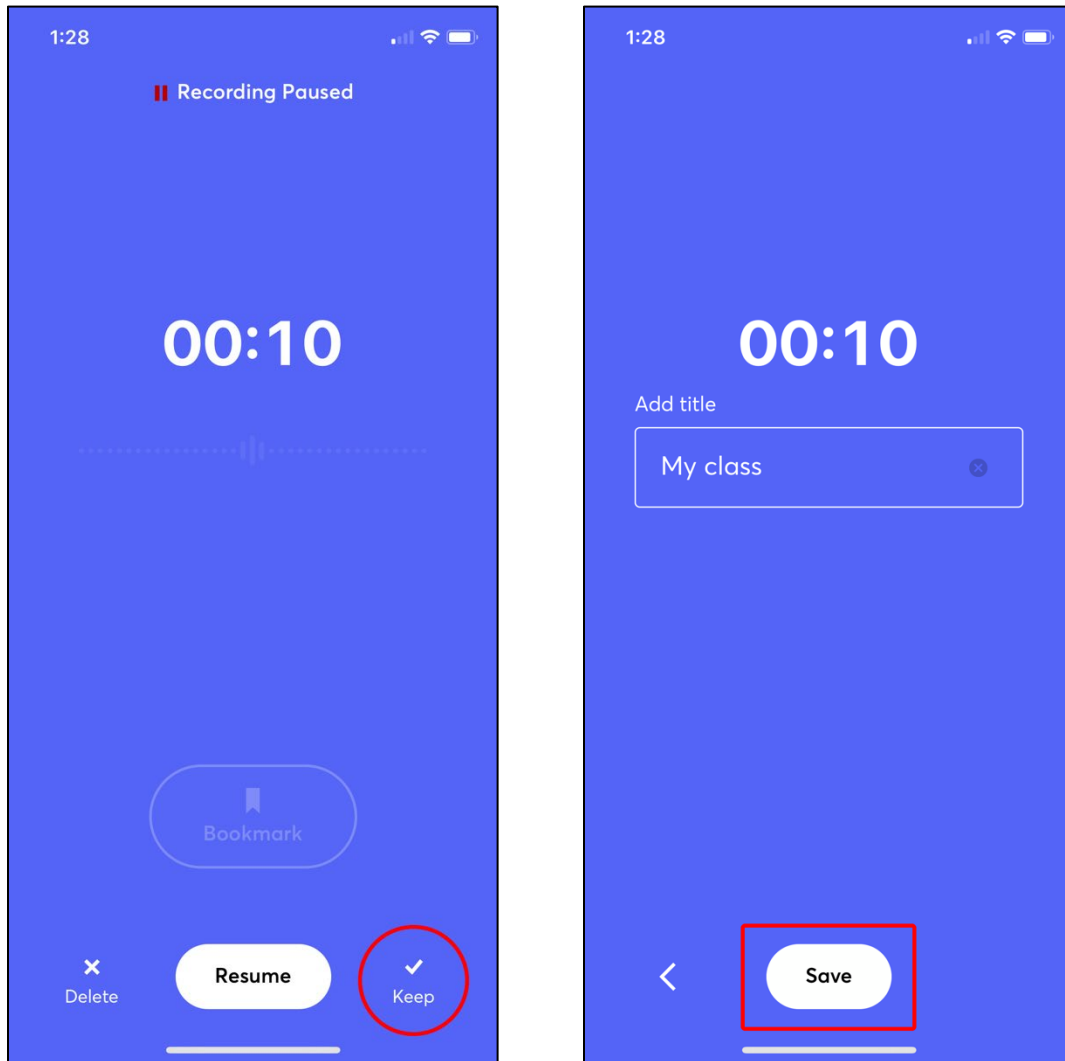
1. [Download the Note taking Express application](#) on the App Store.
2. Connect to your NTE account with your NOVA email and the password you received in the introduction email of Notetaking Express.



3. Click "OK" to give access to your microphone and **start recording by pressing the record button** at the bottom of the screen.

Step 2: Record Your Class

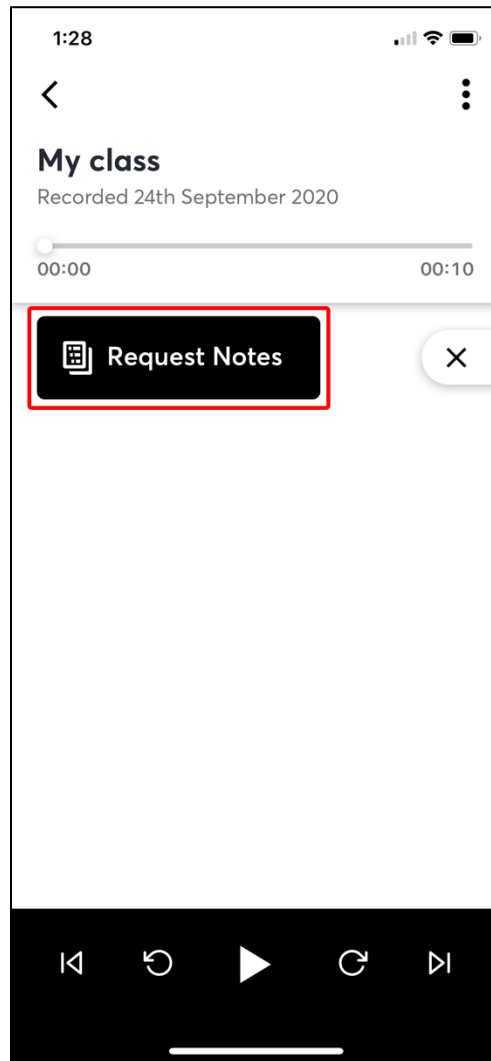
4. A violet screen appears. Place your phone close to the speaker of your computer to get the best audio from the Zoom lecture!!



5. When the lecture is finished, pause the recording, and then **click on "Keep."**
6. **Name the recording with the title of your class and date**, for example: "CST 120 9-24-2020" and click the "Save" button.

Step 3: Get Your Notes

7. You can now open the recording you want to get notes from and **click on “Request Notes.”** You will receive an email in about 24-48h once they are ready! Go back on this screen to download your notes from your device.



FAQ

- **Is my Note taking Express application is connected to the website?**

The new Note taking Express application is not connected with the website. If you record with the application, you need to use it as well to send and receive your notes.

- **Why is my username not working on the mobile application?**

You need to enter your full NOVA email as your username in the application to connect. The password is the same than your computer access to NTE.

- **Why did I not receive the Notetaking Express email?**

Do not forget to check your SPAM folder.

If you have any questions or concerns, please do not hesitate to reach out to at atoffice@nvcc.edu for additional help on Notetaking Express!