

Using Panopto in Canvas

Panopto is a lecture/video capture tool that allows you to record lectures, demos, and import recordings. It can be activated in all your Canvas shells. The steps to add and make a basic lecture capture or recording are below.

Add Panopto to your Canvas course (Click “Settings”, then “Navigation”, drag Panopto to active navigation, & “Save”):

To install the Panopto Recorder:

After adding Panopto to Canvas, click the “Panopto Recordings” button to get started.

Panopto has **Recorder** software that works on PCs & Macs.

To install the Panopto Recorder:

- Click green “Create” button.
- Click “Record a new session”
- Click “Download Panopto”

Note: The installer file is pre-configured for PSC. Double-click the downloaded installer file to install the Recorder, using the default settings.

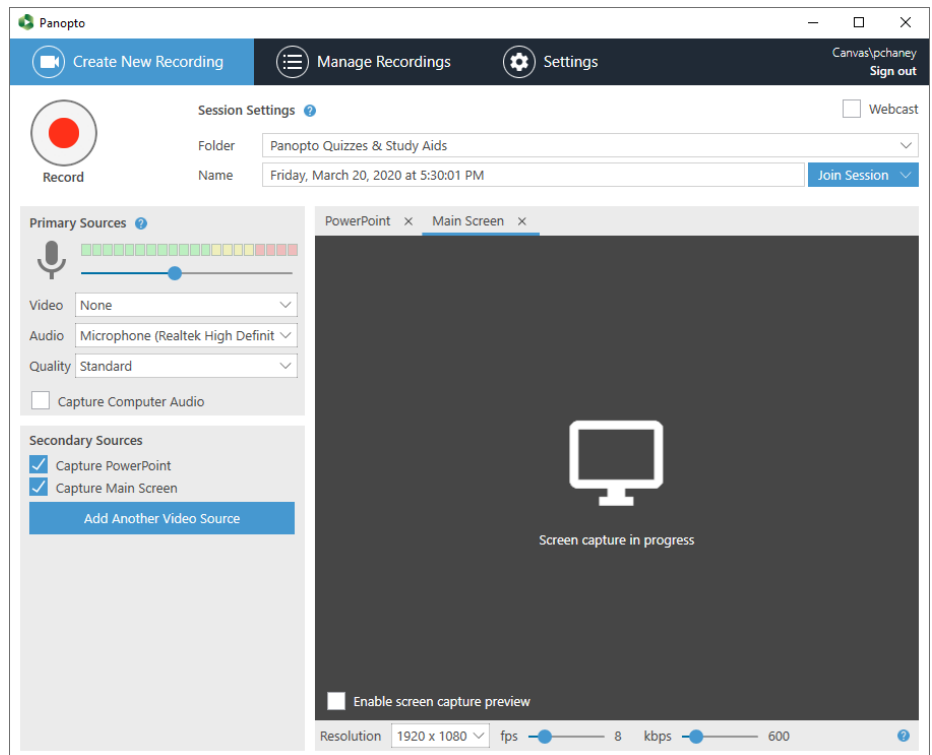
After installing, open the Panopto Recorder and login using your PSC email address and password.

The Recorder interface:

Sign In/Out is in the upper right

Session Settings are located to the right of the “Record” button, is where you name of the recording and where it will be stored

Primary/Secondary Sources: Located to the left. Used to choose what you want to record.



You need to select settings for your first recording (Panopto will remember these settings for future use):

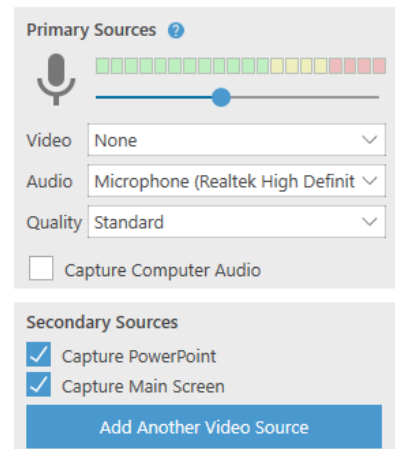
To record, first choose what you want to record.
An Audio source is required, everything else is optional.

Primary Sources:

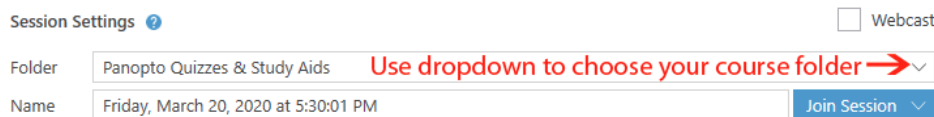
- Select **Video** source (webcam)
- Select your **Audio** (microphone/webcam microphone)
- Choose whether you want to capture **Computer Audio**.

Secondary Sources:

It is recommended to capture the **Main Screen** at a minimum. Select Capture **PowerPoint** if you want to narrate your PowerPoint lecture, but keep the Main Screen selected.



Once set up all that's left is to choose your course folder:



Finally, click the “Record” button, and when finished, click “Stop” Allow the recording to upload before shutting down the computer.

Note: Once you feel comfortable capturing your lectures, you may wish to explore other Panopto functions, such as auto-captioning, editing, quizzes, copying a recording to other courses, capturing video with iOS devices, and/or using Panopto to import non-Panopto recorded videos. If you have further questions, please email us at eLearning@pensacolastate.edu