Making a video using Panopto Capture on Google Chrome

First time Panopto user? Go to Panopto home and sign in using your ECU username and password: https://ecu.ap.panopto.com/Panopto/Pages/Home.aspx

The browser Panopto recorder

When you are ready to record, click on the “Create” button (1) and then select “Panopto Capture” (2).

“Allow” ecu.ap.panopto.com to “Use your camera” and “Use your microphone”.

Select all recording sources required to complete your assignment presentation task.

To create a video, you must select a microphone option (3) connected to your computer. If you wish to include your face in the recording, select the camera option (4); you can skip this step. To record a screen, application window (i.e. PowerPoint), or individual browser tab (i.e. Chrome), select the monitor icon (5).

If you are recording a slide presentation on one screen, tile the Panopto recorder and slides so that you can start recording (with countdown) and click to the slides; place the slides to full screen or Presenter view.

Chrome can record computer audio (i.e. YouTube) by ticking the “Share audio” button on the bottom-left of the “Chrome Tab” option.
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A preview of your selected video sources in Panopto is shown before recording. To remove a video source, hover over the preview of the source and click X. Additionally, the hover reveals a full-screen option. If you wish to change the video settings, click on the gear icon in the lower right corner.

The following settings can be selected or deselected (see over for related screen shot):

- Count down (6); a five second count down will appear on screen before recording begins.
- Capture in HD (7); records in a higher standard definition resolution rather than default stand definition resolution.
- Capture all streams separately (8); will be arranged in the viewer automatically.
- Combine all video streams into one (9); allows you to pick between the picture-in-picture or side-by-side layouts.
- Capture in Ultra HD (10); is the highest definition resolution option but requires supporting hardware.
- Get smart camera (11); automatically tracks and follows the speaker’s face and requires a high-resolution camera and high-performance computer for best results.
- Send logs (12); allows you to send logs to Panopto Support.
To begin recording your video, click the red circle button at the bottom centre of Panopto Capture; a five second countdown will appear on the screen before recording begins, if countdown is enabled. To stop recording, select the red square button at the bottom centre of Panopto Capture; **DO NOT** close the Panopto Capture browser tab until the upload is complete.

Once the recording is stopped, continue to monitor the video’s progress. The following numbers match and explain the progress screen.

- **Getting your video ready for editing (13):** It is safe to close your browser window.
- **Your video is ready (14):** The video has processed completely and can be edited.
- **Redo (15):** An option if you are not happy with the video produced.
- **Record New (16):** An option if you would like to make another recording.
- **(17) is the recording name and will automatically add the date and time. Change the name of your recording to suit its content.**
- **(18) is the folder where your recording is stored. Make sure the Panopto tool is added to your Blackboard unit and that the recording is in the correct Panopto-Blackboard recording folder. Contact the eLearning Training team for assistance.**
- **Adding a description is optional (19).**
• The **edit** feature (20) allows for cuts, additional clips (other Panopto recordings), quizzes, and YouTube streams.
• To preview your video, select “View” (21).
• To share your video with a colleague, enter their username or email address (22) and then select “Send”.
  Embed your student recordings within your Blackboard learning materials; instructions are on the next page.
• Manage access (23) opens the video’s settings.

**Embedding a Panopto recording in Blackboard**

Go to the content area within Blackboard where you want your students to view your recording and select “Build Content” (24) at the top of the screen, then “Item” (25).

Name the item (26), click on the ellipsis on the toolbar (27), then click on the plus symbol (28).
Select “Panopto Video” (29).

Check that your Blackboard site name is visible (30); only students enrolled in your Blackboard site will be able to view your videos.

Tick the video you wish to embed (31) and then insert your video (32).

Text can be added either side of the video and files i.e. PowerPoint slides or PDFs can be attached, click on the “Submit” button to complete the video embed.

The embedded video is automatically sized @720x480, which is suitable for single recordings in the learning material space. If you wish to make better use of the learning space, you are able to reduce the size of these videos by editing the “Source code” (33); change the source code width and height.

Two recordings present well side by side @510x340.

Multiple recordings present well tiled; three videos side by side @300x200 is recommended and can be embedded within a table with multiple rows.

Text can be added on either side of the recording, and files can be attached. Scroll down to “Submit” the item when complete.
Single embedded recording 720x480

Welcome to PowerPoint 365

Two embedded recordings side by side 510x340

Welcome and a quick unit induction

Multiple recordings 300x200

Module 1 topics

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