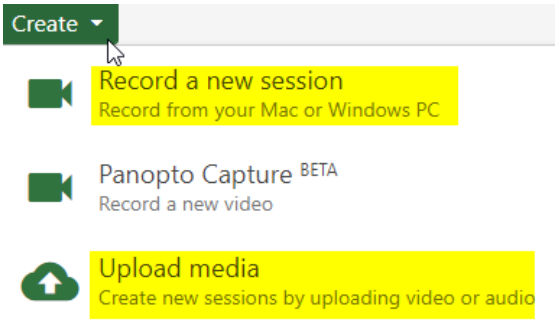
Student Tip Sheet:
How to share a Panopto video with your peers

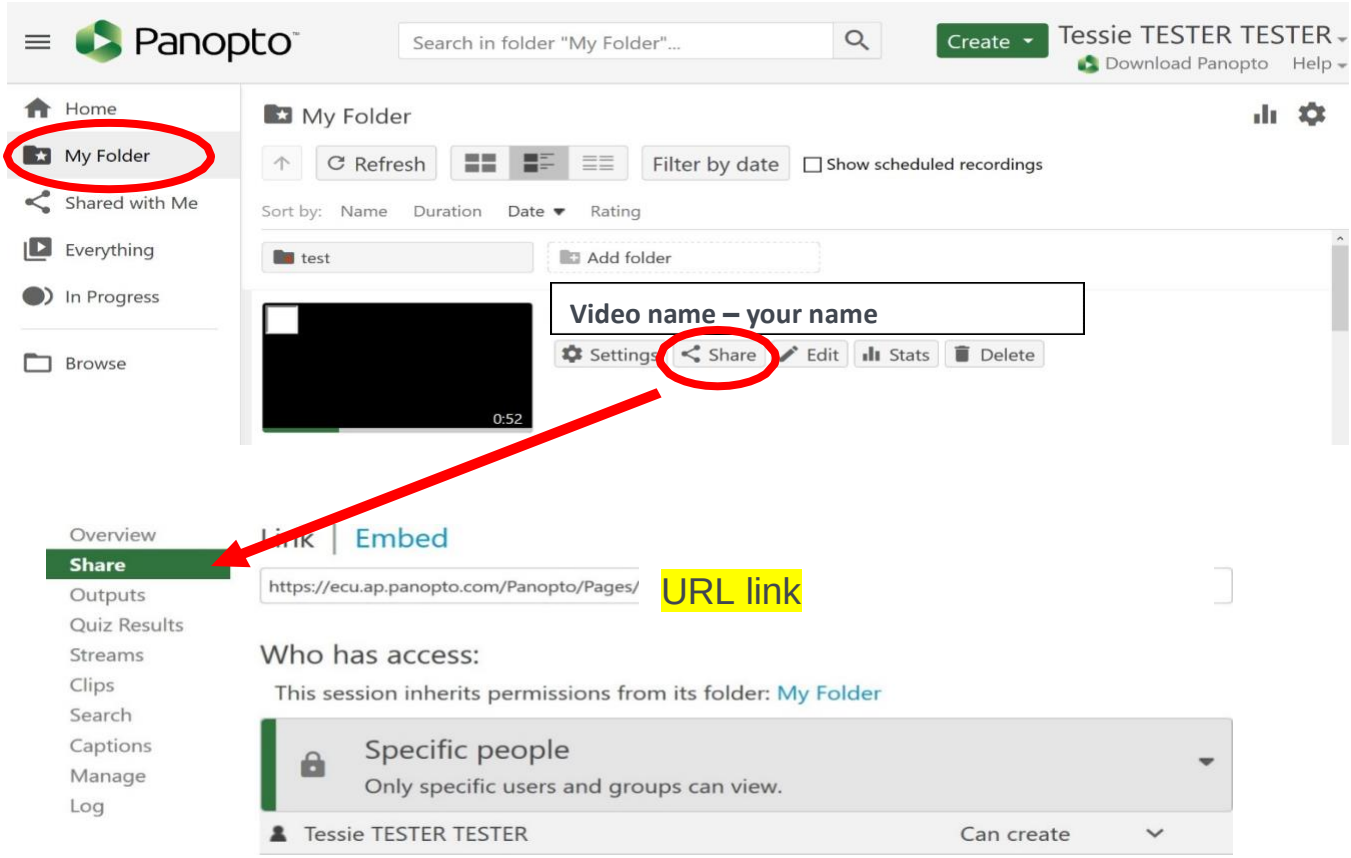
Your lecturer might ask you to **share your Panopto video with your fellow students** in a peer-to-peer learning exercise. This could take the form of posting the URL link from one of your Panopto videos to Blackboard in a discussion board forum, or to a blog, a wiki, or to group file exchange etc. Panopto videos stored in your personal 'My Folder' cannot be viewed by others unless you change the access permission.

To enable other students to view your video, please follow the steps below to change the permission, and set the availability dates. You can then copy the Panopto video URL and paste it in the appropriate exercise.

1. Access the Panopto video manager at ecu.ap.panopto.com and log in using your ECU student username and password.
2. Find **My Folder**. You can create a new recording or upload an existing recording by clicking the **Create** button. *Note: make sure you add your name as part of the video title.*



3. Hover over the video you wish to share and click on **Share** to find the access permission. In the image below, you can see that Tessie Tester is the only one able to see this video

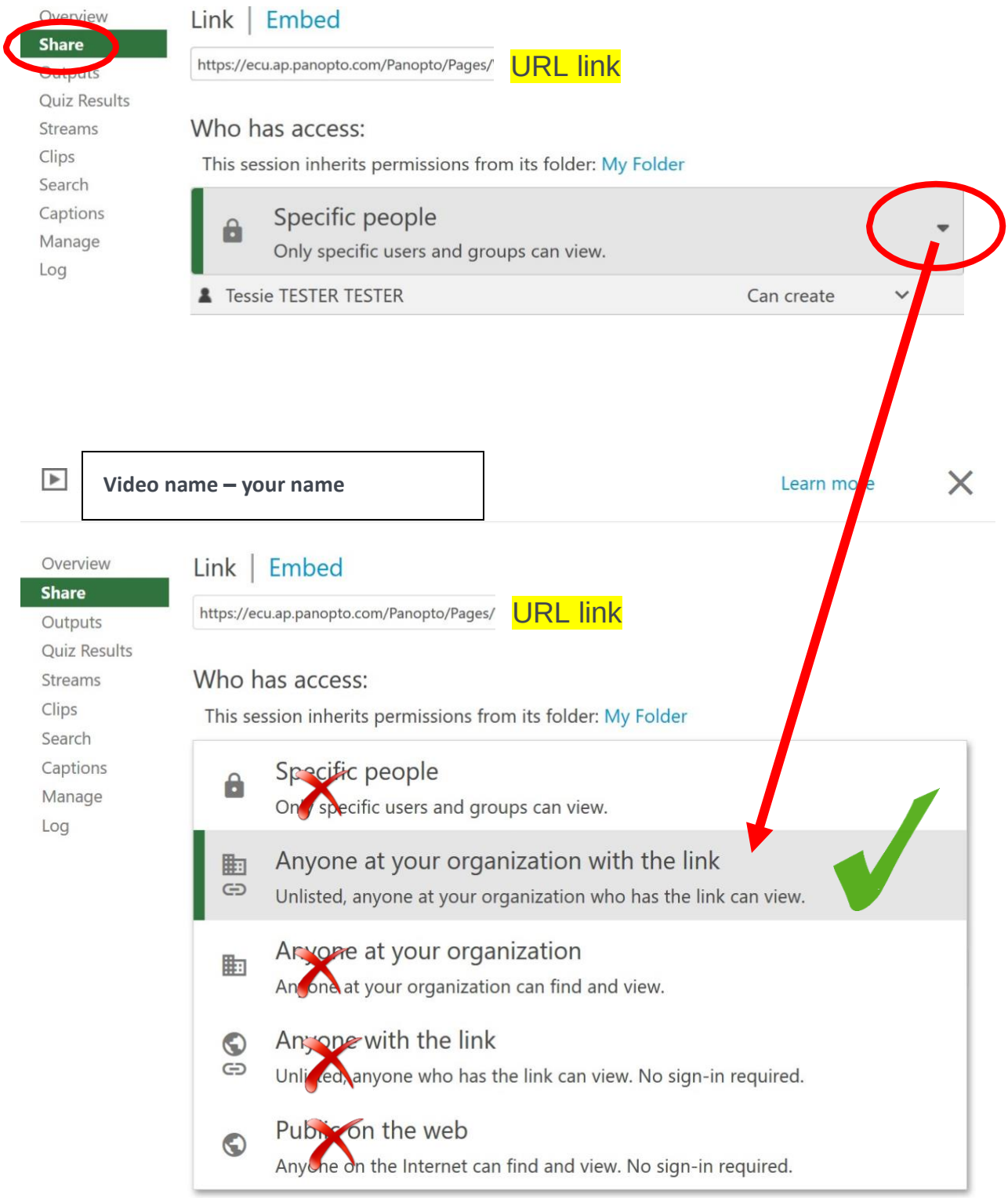


Chat with a VEEP

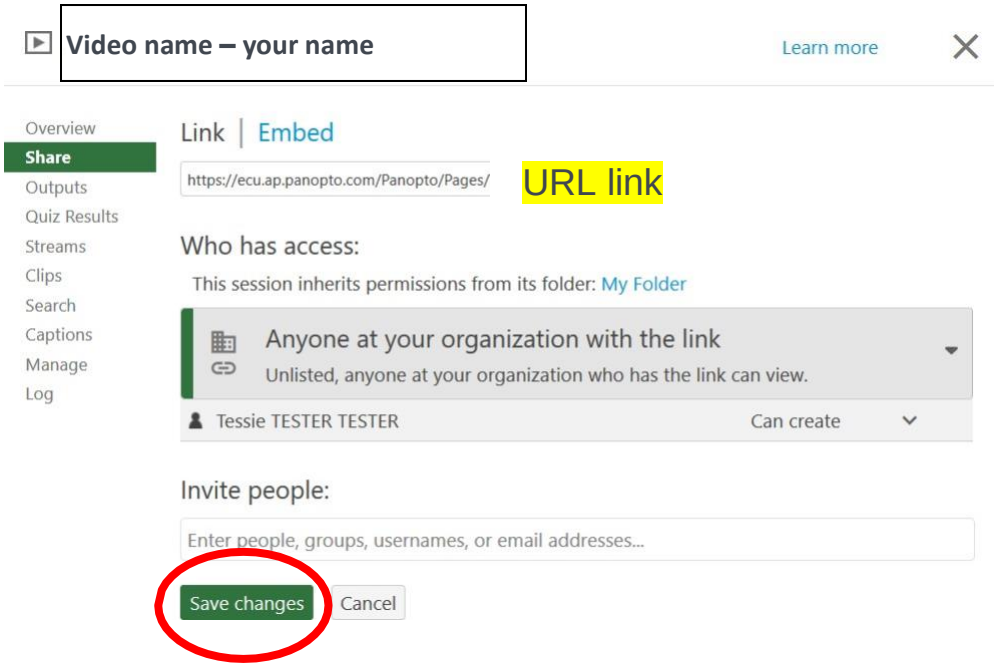
Instant chat with a peer for support with online learning. Click above to start chatting (opens MS Teams) or learn more here

To enable sharing of a video that is in My Folder, it is recommended that students change the permission from 'Specific people' to '**Anyone at your organization with the link**'. This option will allow anyone with the link to view the video.

4. Using the dropdown, change access to '**Anyone at your organization with the link**'. Students should not use any of the other options.



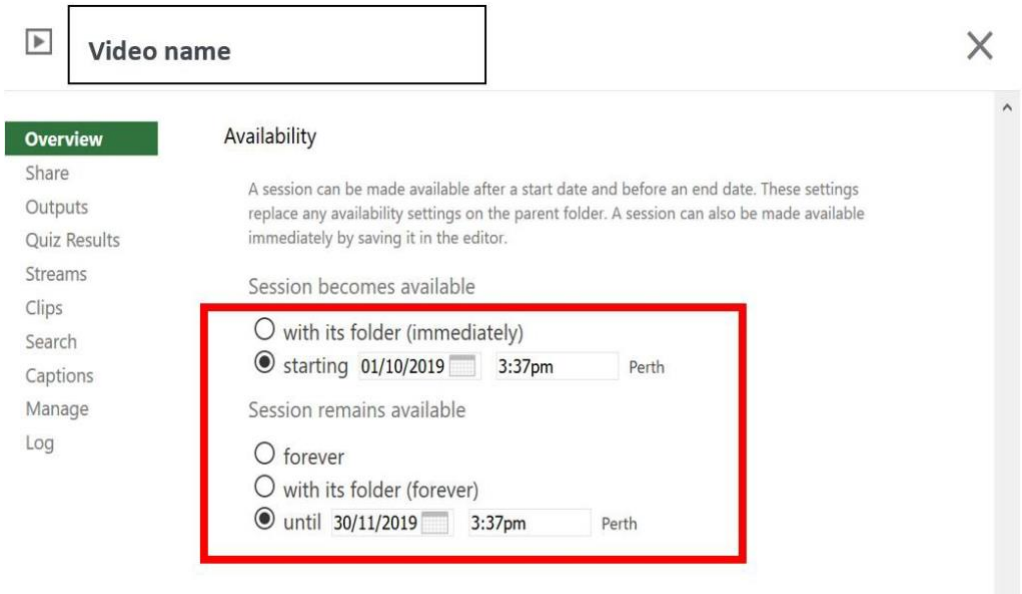
5. Click on **Save changes** to retain this access setting for this video.



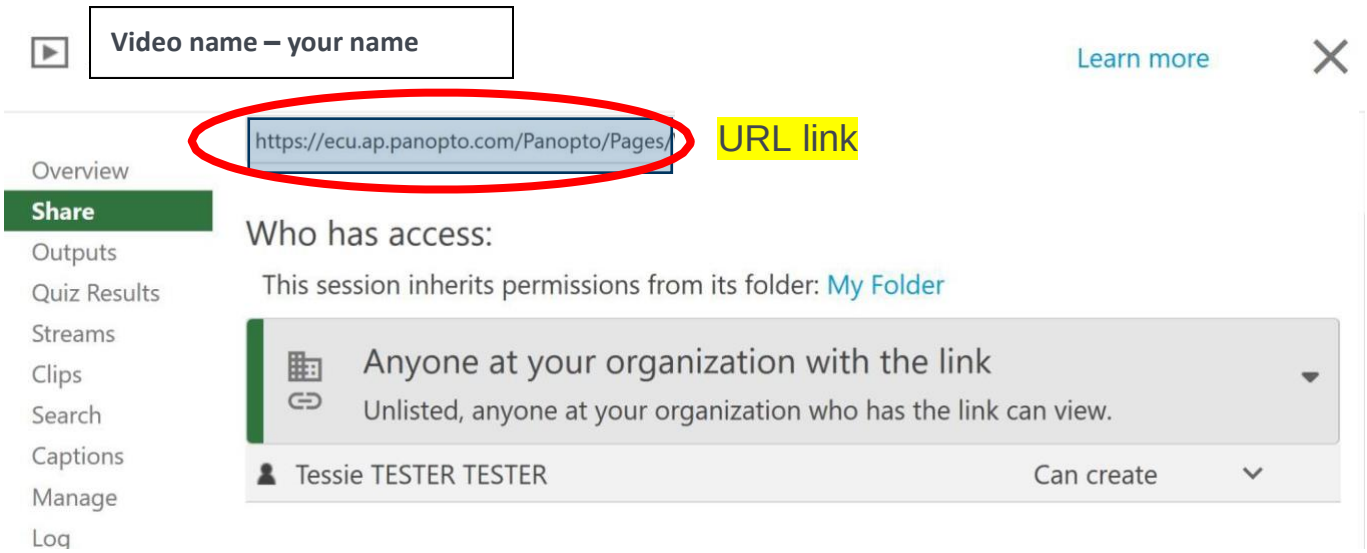
It is also recommended that students set the availability dates of their videos. This is a safeguard that means access to the video link will be lost after a certain date.

6. To set the availability dates, click on the **Settings** link against a video in your Panopto My Folder.

7. You will be taken to the Settings **Overview** page - scroll down to **Availability** and set appropriate dates.



8. Copy the URL. The URL for the video can be found on the **Share** page. Right click on the URL and choose copy.



9. Paste the URL in the forum, blog, wiki, etc.