Making a video using Panopto Capture on Google Chrome


Go to the assignment/assessment link (1) in your Blackboard unit; usually under the heading “Assessments” or “Assignments” (2). Click “here” (3) to synchronise Blackboard to Panopto. You will NOT be able to successfully submit your assignment if you miss the previous steps.
The browser Panopto recorder

When you are ready to record, click on the “Create” button (4) and then select “Panopto Capture” (5).

“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 (6) connected to your computer. If you wish to include your face in the recording, select the camera option (7); 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 (8).

Note: Chrome can record audio (i.e. YouTube) by ticking the “Share audio” button on the bottom-left of the “Chrome Tab” option.

Go here for further student technology support
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:

- Count down (9); a five second count down will appear on screen before recording begins if selected.
- Capture in HD (10); records in a higher standard definition resolution rather than default standard definition resolution.
- Capture all streams separately (11); will be arranged in the viewer automatically.
- Combine all video streams into one (12); allows you to pick between the picture-in-picture or side-by-side layouts.
- Capture in Ultra HD (13); is the highest definition resolution option but requires supporting hardware.
- Get smart camera (14); automatically tracks and follows the speaker’s face and requires a high-resolution camera and high-performance computer for best results.
- Send logs (15); 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; if enabled, a five second countdown will appear on the screen and then recording begins. 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 and the upload is complete, continue to monitor the video’s progress by the on-screen messaging. The following numbers match and explain the image on the next page.

- Getting your video ready for editing (16): It is safe to close your browser window, but your video is not processed completely.
- Your video is ready (17): the video has processed completely and can be edited.
- Redo (18): Is an option if you are not happy with the video produced.
- Record New (19): Is an option if you would like to make another recording.
- (20) is the recording name and automatically adds the date and time. Change the name to student name, assignment name and unit code i.e. S.Student_Assignment1_ECU1111.
- (21) is the folder where your recording is stored and should default to “My Folder: if you have followed the steps above correctly. “My Folder” is exclusive to you unless you change your share settings. It is recommended that you do not change the share settings unless you have a group presentation.
- Adding a description is optional (22).
- The edit feature (23) allows for cuts, additional clips (other Panopto recordings), quizzes, and YouTube streams. Go to Panopto for more on editing [https://support.panopto.com/s/article/Edit-a-Video](https://support.panopto.com/s/article/Edit-a-Video)
- To preview your video, select “View” (24).
- To share your video, enter a username or email address (25) and then select “Send”; you DO NOT need to share with your lecturer, just follow the assessment/assignment link instructions.
- Manage access (26) opens the video’s settings.
Submitting a Panopto recording to a Blackboard assignment link

Go back to the assignment/assessment link (27) in your Blackboard unit; usually under the heading Assessments or Assignments (28). There is NO NEED to synchronise Panopto to Blackboard (29), instead continue through the steps beginning at “Step 2”.

Start by watching this 5 minute video above ↑ that explains what to do, before following the steps below ↓

**Step 1:** Prepare your recording in the Panopto video library, ensuring you add your name to the title of your video. If it’s not ready, click here to upload your video to your folder (“My Folder”) in Panopto.

**Step 2:** Videos are submitted as part of assignments by clicking on the title of this assignment (Student Video Presentation) and then “Write Submission”.

**Step 3:** In the text editor expand “Mashups” and select “Panopto Student Video Submission”. Double check you have selected “Panopto Student Video Submission” option.

**Step 4:** If your submission is not in the default personal folder (“My Folder”), select the folder where your submission is stored.

**Step 5:** Once at the folder your submission is located, select the video and click “Submit Video” (bottom left corner).

**Step 6:** Once your submission has been added to the text editor add any extra information and “Submit”.

For further information and support on using Panopto for your submission, please click on this link:

Go [here](#) for further student technology support
Click on “Write Submission” (30). If the menu does not reveal the “Mashups” button (31), click on the arrows/chevrons (32).

Click on “Mashups” (31) and then **“Panopto Student Video Submission”** (33); you **MUST** select the “Panopto Student Video Submission” option.

Select the video for submission, **scroll-down** and click on “Submit Video”.

The video will appear as a **link** if successfully submitted; **NOT a video tile**; additional text can be added either side of the link.

If you are required to attach additional files to the submission, click on “Browse My Computer” (34) and locate the files on your device. Click on the “Submit” button when the video and any additional files have been attached.

An email will be sent to your student email account to confirm the successful submission of your video assignment; similar to the message below.

Your work was received!

You successfully submitted your unitwork. Each time you submit unitwork, you receive a unique confirmation ID to verify when your submission was received. You can view your submission receipts on your My Grades page.

Submission details:
Submission confirmation ID: aa1b4361d4d945ef89361b3701fbbf61
Title of unit: Kates Technical Support Site 2019
Unit ID: Kates_Technical_Support_Site
Title of unitwork: Mobile device record and upload from iPhone
Date/time of submission: 14/02/2020 4:22 PM
Size of written submission: 0.2 kb
Size and name of files received: Panopto student instructions.docx (1,429.9 kb)
Unique Item ID (for administrator use only): _126748_1

Go here for further student technology support