

Panopto

Panopto Capture

Using Panopto Capture

Panopto Capture is a browser-based recorder for Panopto. Panopto Capture is only available in Chrome, but can be used on PC, Mac, or Chromebook.

Please Note: Panopto Capture is still in Beta testing.

Opening Panopto Capture via Blackboard

1. Open the Chrome browser
2. Navigate to <https://blackboard.towson.edu>
3. Log in with your TU **NetID and Password**
4. Enter the **desired course** you want to record in
5. Click on **Tools** then **Panopto Content**
6. Next to the **Create** button at the top, click the **drop down arrow**
7. Select **Panopto Capture**

Opening Panopto Capture via Panopto

1. Navigate to <https://towsonu.hosted.panopto.com>
2. In the drop down menu, select **Blackboard**, then click **Sign In**
3. Enter your **NetID** and **Password**
4. Click on **Browse** on the left and select the folder you want to record to
5. Next to the **Create** button at the top, click the **drop down arrow**
6. Select **Panopto Capture**

Recording Using Panopto Capture

1. Once **Panopto Capture** is open, you will see the Record Screen



Figure 1

2. The left icon is your **Microphone Settings**. This will allow you to choose and test which microphone is used.
3. The middle icon is the **Camera Settings**. This will toggle the webcam on or off.
4. The right icon is the **Screen Sharing Settings**. This allows you to choose which programs or webpages to share with your recording.
5. Once you have selected your desired settings from above, press the **Record** button in the middle of the lower bar.



Figure 2

6. Click the **Stop** button to stop recording.



Figure 3

Review Video and Folder Location

Once you've recorded the video, you can choose which folder to place the video in and change the name.

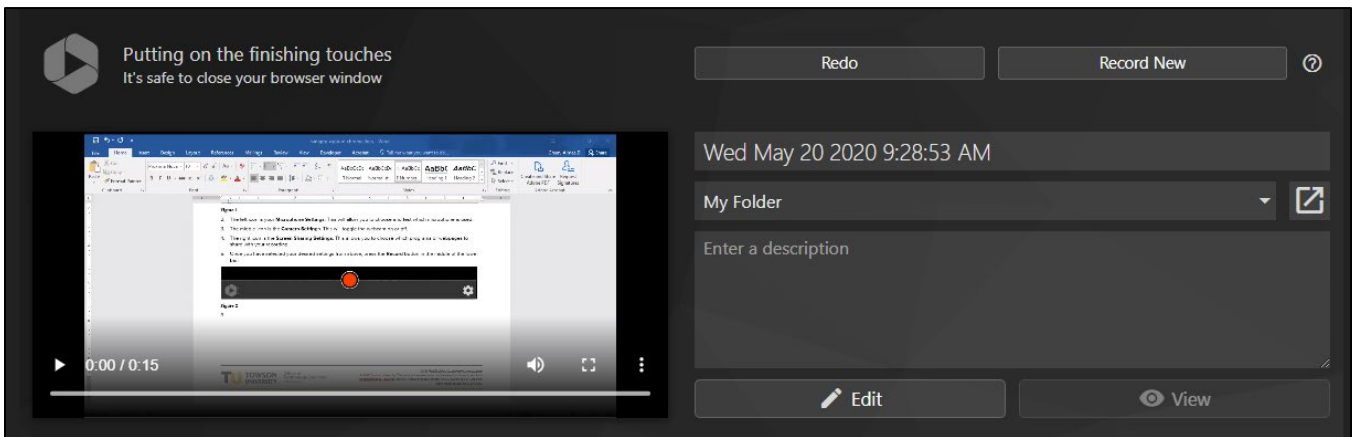


Figure 4

1. In the top left corner of this screen, you can **preview the video**.
2. In the top right corner, you have the option to **Redo** the video or save the video and **Record New**.
3. To the right of the video preview, there are boxes to **rename the video** and **change the folder location**. Panopto Capture automatically records to the **My Folder** area. In order for your students to see the video, you will need to click inside this drop down menu and select your **course folder**.
4. Under the **Folder** menu, you have a place to add an optional description. You can also **Edit** the video or **View** the final version.