

Panopto

Configure Your Course for Panopto

Configure Your Course

To use Panopto, you will need to configure your Blackboard course first. This is only necessary for faculty who are using Panopto within their Blackboard course. If you are not using Panopto for a Blackboard course, you do not need to provision anything.

Panopto Content

Configure

1. Navigate to <https://blackboard.towson.edu>
2. Log in with your TU **NetID and Password**
3. Enter your desired **Course**
4. Click on **Tools**
5. Click on **Panopto Content**
6. Click **Configure**
7. Click **Add Course to Panopto**
8. Click **Return to Course**

Teaching Multiple Sections

Configure Sections to Have Access to another Section's Folder

1. Navigate to <https://blackboard.towson.edu/>
2. Log in with your TU **NetID and Password**
3. Enter your desired **Course**
4. Click on **Tools**
5. Click on **Panopto Content**
6. Click **Configure**
*Note: If you have already configured this course click the **Re-configure** button on the bottom left and skip to step 9.*
7. Click **Add Course to Panopto**
8. Click **Configure More Folders**
9. In the **Available Folders** box, you want to find the section's folder you have already recorded to or plan to record to, and move it to the right under **Selected Folders**
10. Then move the **current section folder** or any other folders not needed under selected folders to the left, so they are under available folders
11. Then click **Submit**
12. Now this section will have access to all videos in the folder that you will be recording to
13. You will need to repeat these steps for any other sections.

Note: Only record to the selected folder when creating new recordings

Record a Lecture

Panopto Recorder

You can upload a previously recorded video or you can use the Panopto recorder to record your lecture.

1. Navigate to <https://blackboard.towson.edu>
2. Log in with your TU **NetID and Password**
3. Enter your desired **Course**
4. Click on **Tools**
5. Click on **Panopto Content**
6. Click on **Create**
7. Select from the following:
 - a. **Record a New Session:** you will be prompted to download the Panopto recorder
 - b. **Panopto Capture:** you will record in the web browser you are currently in and do not need to download the recorder
 - c. **Upload a Video:** upload a previous recorded video into your Blackboard course

Note: documentation can be found on the towson.edu/blackboard [Faculty Resource](#) page