

Panopto

Downloading the Mac Recorder

Downloading the Panopto Recorder on a Mac

If you wish to record a lecture from a Mac computer or laptop, you must first download the **Panopto Recorder**. This self-help document will step you through how to download the recorder.

For Faculty: You can download the recorder through your provisioned Blackboard course or through the Panopto webpage. For more information on provisioning your course, please refer to the Provisioning Your Course [document](#).

For Staff: You can download the recorder through the Panopto webpage. Instructions for downloading through the webpage are available on page 2 of this document.

Downloading the Panopto Recorder from Blackboard

1. Open your internet browser and type <https://blackboard.towson.edu> in the address bar and press **Enter**.
2. Login into Blackboard by typing your **Username (NetID)** and **Password** in the designated boxes. Click **Login**.
3. Under **My Courses**, click on the **course link** you want the Panopto recording to be linked to.
4. Click on **Tools** in the left course menu and then click on the **Panopto Content** link. You will be taken to the Panopto Course Tool page for your course in Blackboard.

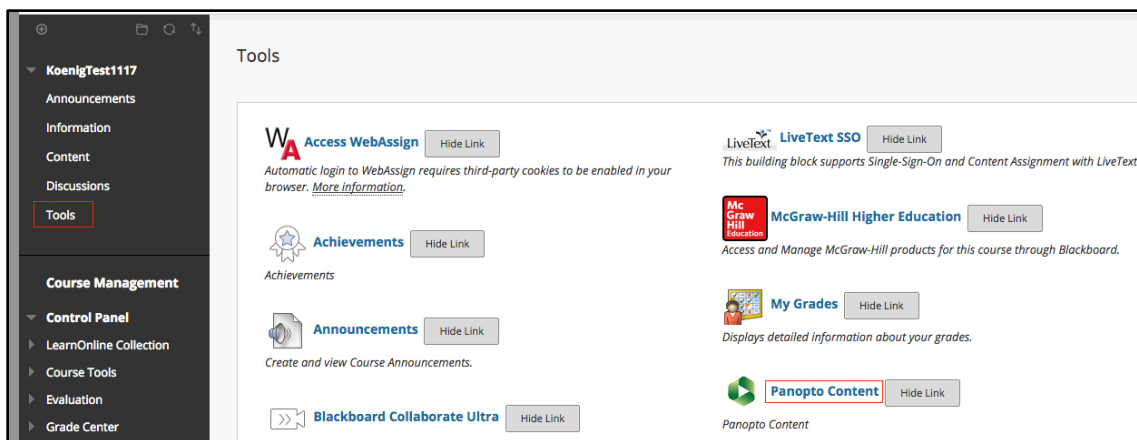


Figure 1

5. In the Panopto Course Tool page, click the **Create** button. A drop-down menu will appear.
6. Click **Record a new session** in the drop-down menu. The **Record a new session window** will appear.

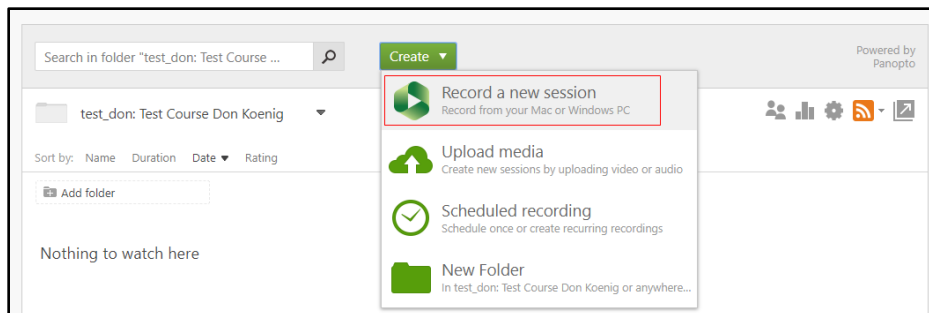


Figure 2

7. In the **Record a new session** window, click on the **Download Panopto** button.

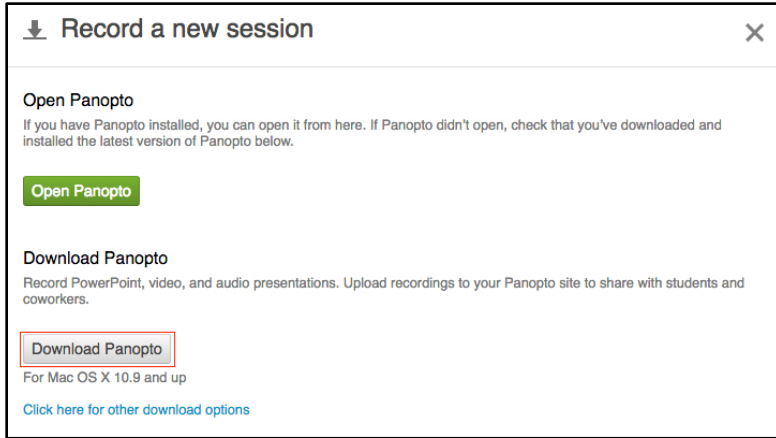


Figure 3

8. The **Panopto Recorder.pkg** application package will be downloaded to the Downloads folder.
9. Launch the downloaded package and install the software as you would normally.

Downloading the Panopto Recorder from the Panopto Website

You can download the recorder through the Panopto website if you do not have a Blackboard course.

1. Go to the Panopto website at <https://towsonu.hosted.panopto.com>
2. Click **Blackboard** from the drop down and click **Sign In**
3. Enter your Blackboard username and password. You may automatically be signed in if you are already logged into another TU system.
4. Under your name in the top right corner, click on **Download Panopto**
5. Click the **Download Installer** for the computer type you have.

Configuring the Software Installation Package

After the software application has installed, you will need to configure it for first time use. Follow these steps to properly configure the software package.

1. From the Application folder, launch **Panopto**
2. When the Panopto Recorder Setup box appears, type **towsonu.hosted.panopto.com** in the box beside **Server** and then click the **Go** button.

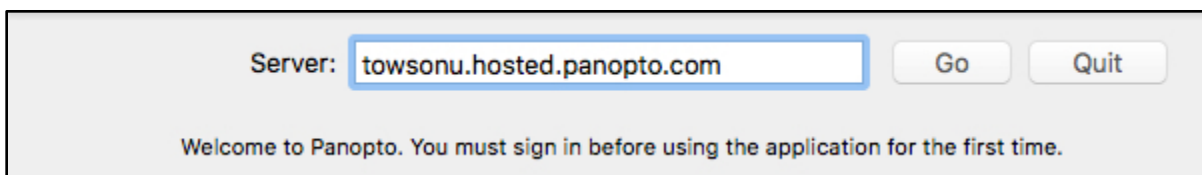


Figure 4

3. The **Blackboard Authorization** screen will appear. Enter your **USERNAME** (NetID) and **PASSWORD** and then click the green **Log In** button or press **Enter**.

Note: You may need to scroll down and to the left to see the **Log In** button.

4. You are now successfully logged into the Panopto Recorder.