

Panopto

Downloading the Panopto Recorder

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If you wish to record a lecture from your home computer, you must first download the Panopto Recorder to your home PC or Mac.

Note: The recorder is typically pre-installed on Towson issued machines. If Panopto is not pre-installed, you can install it yourself through the Software Center or by calling the Faculty/Staff Help Center.

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. In your preferred web browser, navigate to <https://blackboard.towson.edu> and login.
2. Select a course from the **My Courses** pane.
3. Click on **Tools** in your course menu.

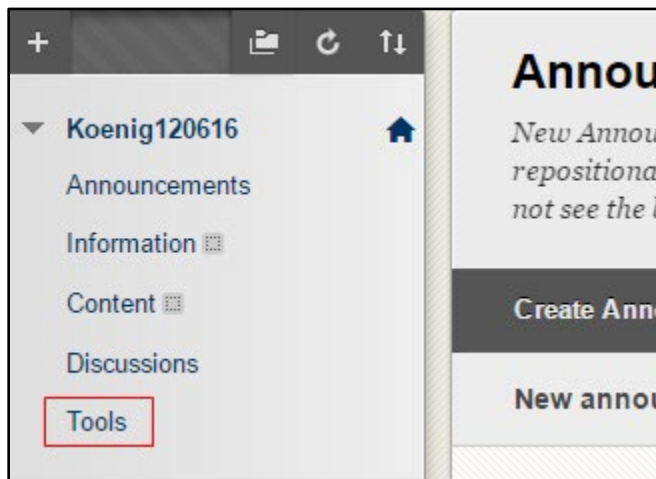


Figure 1

4. In the Tools pane, click on the Panopto Content link.



Figure 2

Panopto: Downloading the Recorder from Blackboard

- From the **Create** button, click the dropdown arrow and select **Record a new session**. The **Record a new session** window will appear.

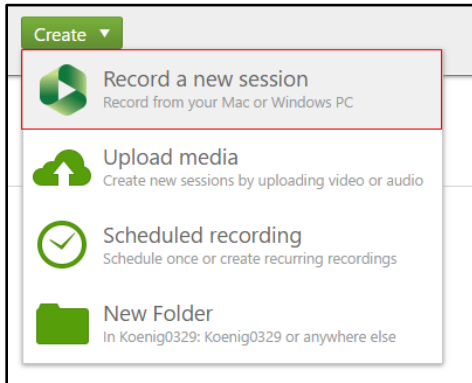


Figure 3

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

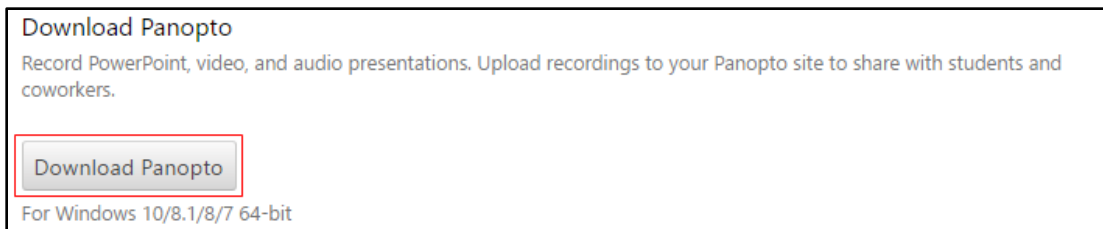


Figure 4

- The application will be downloaded to the **Downloads** folder.

Note: Depending on the operating system and web browser you use, the application may either download or immediately prompt you to install.

Installing from the Panopto Website

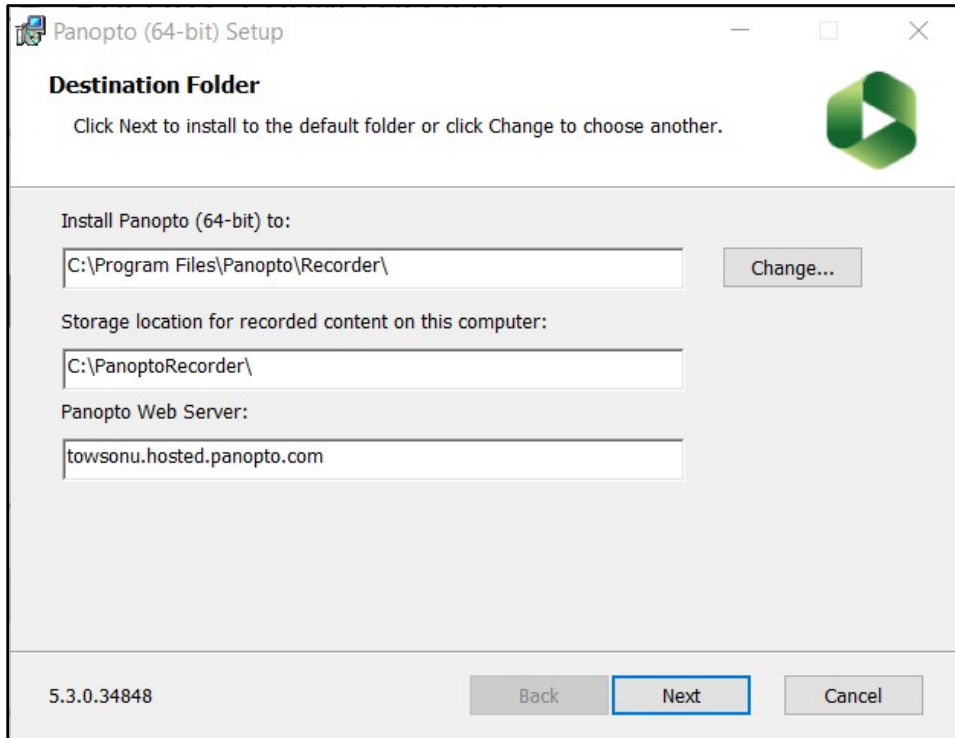
You can download the recorder through the Panopto website if you do not have a Blackboard course.

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

Installing the Software Installation Package

After the software application has downloaded, you will need to install it. Follow these steps to properly configure the software package.

1. All of the fields should be automatically filled in the **Panopto Recorder Setup** window. If you are missing the **Panopto Web Server** address, it is **towsonu.hosted.panopto.com**.



2. Click **Next** and then click **Install**.
3. When the installation is complete, the **Panopto Login** window will appear.