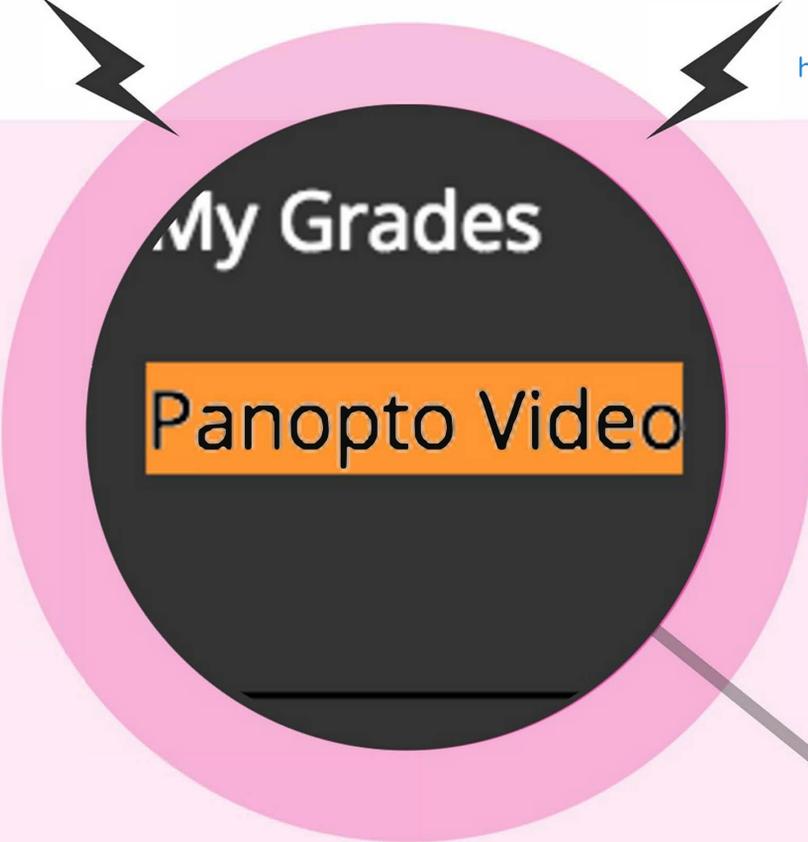


Panopto Quickstart

Full Instructor Guide

http://www.cuhk.edu.hk/eLearning/c_systems/panopto/PanoptoInstructorGuide2017.pdf



My Grades
Panopto Video

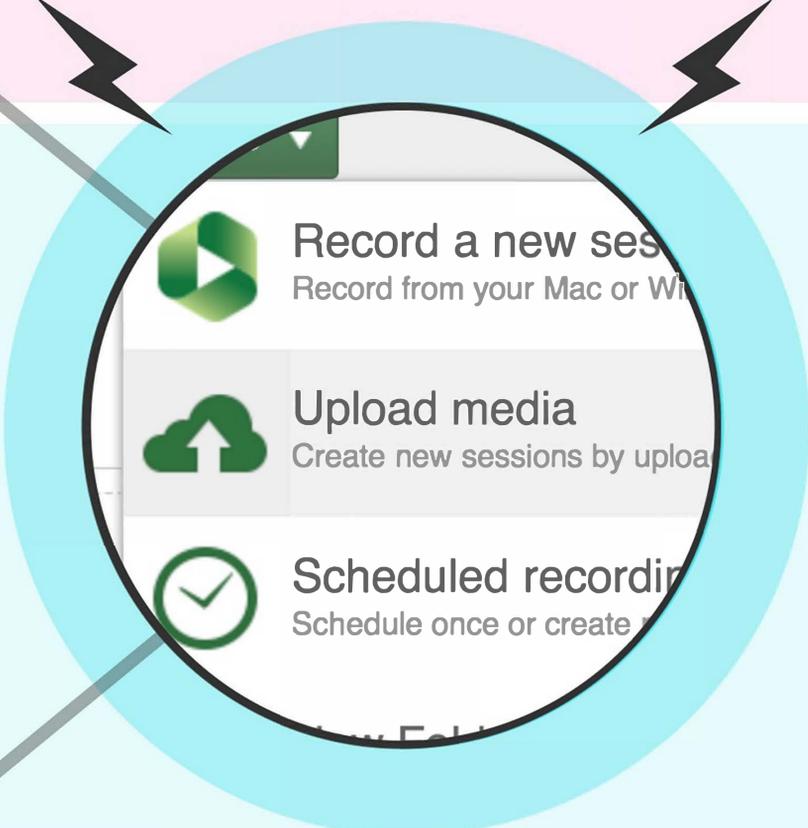
Preparation

Login **Blackboard**. Inside your course, locate **Panopto Video** on the course menu. **Click on it** to ensure that it's working properly.

Email elarning@cuhk.edu.hk if you cannot locate **Panopto Video** on the course menu (or fail to load the video folder when you click on it).

Upload Videos

If your video files are ready, simply select **Create > Upload Media**, and **drag and drop** files to upload them into the folder and share them with your students.



Record a new session
Record from your Mac or Windows

Upload media
Create new sessions by uploading files

Scheduled recording
Schedule once or create a recurring recording

Remember to connect the computer to the Internet before starting the recording. The video will be uploaded while you talk.

Record Videos

Use the **Panopto Recorder Software** to record new videos for your students. The software is available in all classrooms and lecture theatres managed by **AVSU**. You can also download and install the software on your computer(s) to record videos for your students.



[Download Panopto](#)