



From the kitchen of: Dr. Jennifer McVay-Dyche



What's cooking: Easy Peasy Video Presentations Using Panopto

INGREDIENTS

<u>Panopto Recorder</u>	<u>Transcript or</u>
<u>Computer w/microphone</u>	<u>outline of</u>
<u>Webcam (optional)</u>	<u>narration</u>

TIPS

* If using a laptop, make sure it is plugged into a power source and set to high performance mode.

* Close any applications that you are not using.

* Use hotkeys/shortcuts when the Panopto

Recorder is minimized:

-START: F8 (Windows) or Option+Command+R(Mac)

-PAUSE: F9 (Windows) or Option+Command+P(Mac)

-STOP: F10 (Windows) or Option+Command+R(Mac)

* Visit the ACPHS [Panopto resource site](#) for more information.

METHOD

1. Download and install the [Panopto Recorder](#).
2. On your computer, open any files or websites that you will talk about in your video.
3. Log-in to your BlackBoard course site and [provision your course](#) for using Panopto.
4. Launch the *Panopto Recorder* from your desktop.
5. Choose the folder to which you wish to add your recording.
6. Select your input source(s) for audio and video.
7. Choose what you wish to capture from your screen and/or PowerPoint presentation.
8. Click *Record* to begin recording.
9. Click *Stop* to complete your recording. Panopto will save and upload your video to the appropriate folder so that you can edit or distribute it.