

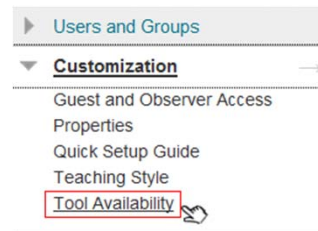
# DL/Teful Tips

## PANOPTO Lecture Capture

To enable your blackboard course to use lecture capture:

In Blackboard Learn, on the left-hand navigation bar select:

- Customization, Tool Availability



- Ensure Panopto Course Tool is checked

Tool	Available	Visible to Guests	Visible to Observers	Available in Content Area
Panopto Course Tool Application	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Panopto Video Link	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- Turn on Edit mode in the top right-hand corner

Edit Mode is: **ON**

- Select Course Information



- Select Panopto Video Link on the Tools menu

Panopto Video Link

- Click Add Course to Panopto

Add Course to Panopto

- Click Add Course to Panopto

Add Course to Panopto

- Result should read: **Successfully provisioned**, click **OK**

For more tips stop by Founders Hall, room 122,  
Visit <http://www.untdallas.edu/dlit/tips>



Distance Learning  
& Instructional Technologies

# *DLITeeful Tips*

## PANOPTO **Lecture Capture** capture, stream, learn

### Using lecture capture in the classroom:

**Turn on/connect hardware to be used.** Make sure equipment you are going to use is turned on before starting Panopto (microphone, document camera (if applicable), web cam.)

**Launch TurningPoint (if applicable).** If you are using TurningPoint, make sure you launch TurningPoint before launching Panopto. Otherwise, the TurningPoint plug-in for PowerPoint will not load and you will not be able to use clickers.

**Launch Panopto.** Find **Panopto** from the programs menu and launch it. You should login to Panopto account using the Log in with Blackboard button.

**Select your course folder and add a new session.** Click the dropdown arrow to find course folder to which you have access.) Hover over the grayed-out option *Add New Session* and click to add the session to that folder.

**Select primary audio source.** If you are using the classroom wireless microphone system, check to make sure the audio source selected is **Rear Input Soundmax Integrated**. If you are using audio from a webcam, make sure the appropriate selection is made. Test the audio and be sure the bars are moving within the green-to-red range.

**Set secondary capture sources.** Under most circumstances you will want both screen capture and PowerPoint selected. If there are additional video sources such as the document camera, add these video sources. Anything connected to the computer will be available as another video source.

**Begin recording.** Click **Record** to start the recording. If at any point during class you want to pause recording, click **Pause** and then click **Resume** to begin again.

**Stop recording.** When class has finished, click **Stop**. You will see an alert box indicating the recording is finished and you will be taken to the recording status tab. Click **UPLOAD** to send your recording to our secure hosted space. You will receive a confirmation email when your recording has been fully processed.

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