Panopto Training Session 2 – Intermediate

OUTCOMES

After this training session, participants should be able to:

1. Use Panopto Capture via a web browser to include multiple camera streams, screen-casting of other applications, and various recording settings
2. Install and use Panopto desktop applications for Windows or Mac to store videos locally and record offline
3. Create and edit video table of contents (TOC) with timeline chapters to help break up long videos and give viewers quick access to specific content
4. Add quizzes to videos for increased engagement amongst viewers

TOPICS

Web-based Recording with Panopto Capture (RECOMMENDED)

Access and Recording

Panopto offers a web-based recorder called Capture (must have Internet connection). Capture can be used to record new content with your camera, microphone, and screen-capturing. Capture is recommended for general users since it requires no app-installation, hard-drive space, or admin-level access. Videos are stored in the cloud automatically.

Link to Step-by-step tutorial: Recording a Panopto Video Directly to a Canvas Page

Using Panopto Capture: How to Create a Video Using Panopto Capture

Figure 1: Panopto Capture interface

Panopto Capture Settings

The Panopto Capture screen has several elements in it (see Figure 1):

- **Sources** (boxed in RED in Figure 1): Use the sources to choose *what* to record. If you have only one camera and microphone, Capture will usually default to using those. If you have multiple cameras or microphones, you can choose between them or choose to record from multiple sources simultaneously. Multiple video streams can be edited separately and presented as you choose during editing.

  As a demonstration, Figure 2 shows the 3 video sources available on my current machine. Note that one camera has already been chosen for recording (denoted by the large white checkmark). Hovering over other sources allows me to "switch" to that source or to "add" that source for simultaneous recording. Choosing audio sources is similar but all audio sources will be mixed into one recording—Panopto will not produce separate audio streams.

  The Screen and Apps section allows you to add other browser tabs, other applications windows, or a full-screen share. These additional sources will be treated the same as above: Video content will be recorded in its own stream, but audio will be mixed into a single stream.

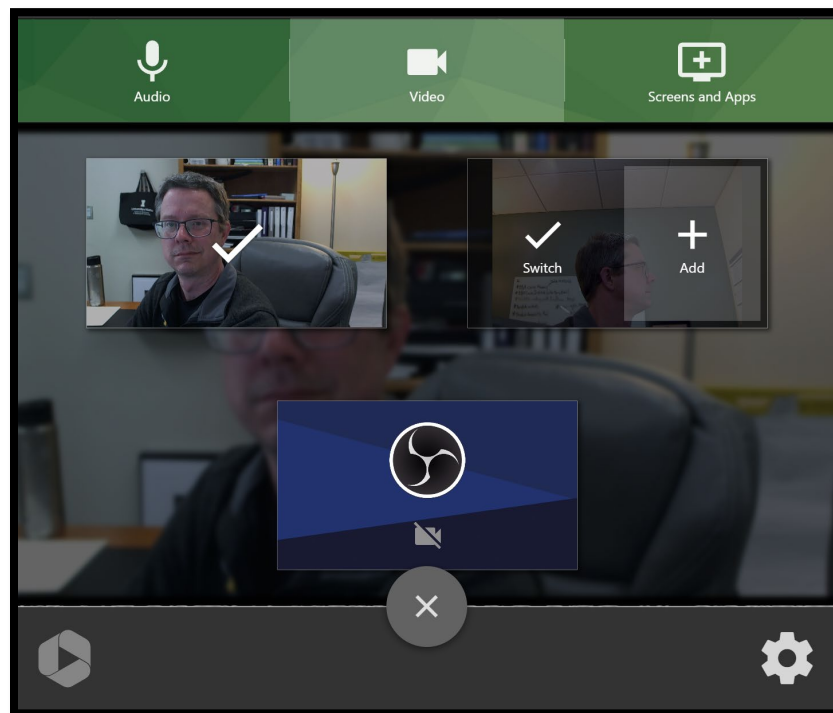 Using Panopto Capture: [How to Create a Video Using Panopto Capture](#)

Figure 2: Choosing video source(s)

- **Quick source options** (boxed in YELLOW in Figure 1): These buttons allow for quickly changing certain camera and view settings. These settings are best explained at Panopto's [How to Create a Video with Capture](#) site (see section 3.3).

- **Main settings** (boxed in GREEN in Figure 1): The gear at bottom right of the Capture screen will open the main settings screen. Here you can:

  o Choose your recording quality (HD is recommended for most applications)

  o Choose to use Picture-in-Picture (PIP) or tile your multiple camera layouts. PIP allows for primary and secondary views (your viewers can switch between them). Tiling puts all video sources on screen at once, laying them out in a grid-like fashion.

  o Use a virtual background. Background blurring and a UIdaho branded background are automatically available, or you can upload your own background.

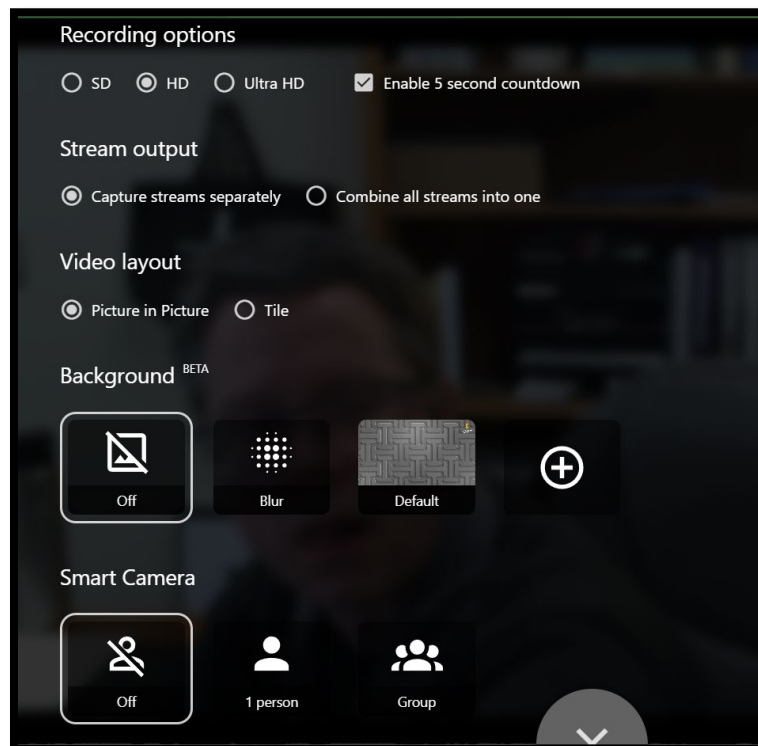For more information: [Learn about Capture Settings](#)

Figure 3: Main Capture settings screen

Recording with Panopto Desktop Applications

Panopto also offers desktop applications for both Windows and Mac. These applications allow for offline recording when an Internet connection is not available or for local storage of your recording files.

Panopto desktop applications require admin-level access to install and are not generally available for University-owned machines. There are very few additional features in the desktop application relative to the web-based Capture. You can find the comparison of the desktop applications and Capture at this link—Learn about Panopto Recorders—to determine if the desktop or browser is best for you.

Panopto for Windows

Installation instructions: How to Download and Install Panopto for Windows

Recording instructions: How to Record with Panopto for Windows

Panopto for Mac

Installation instructions: How to Download and Install Panopto for Mac

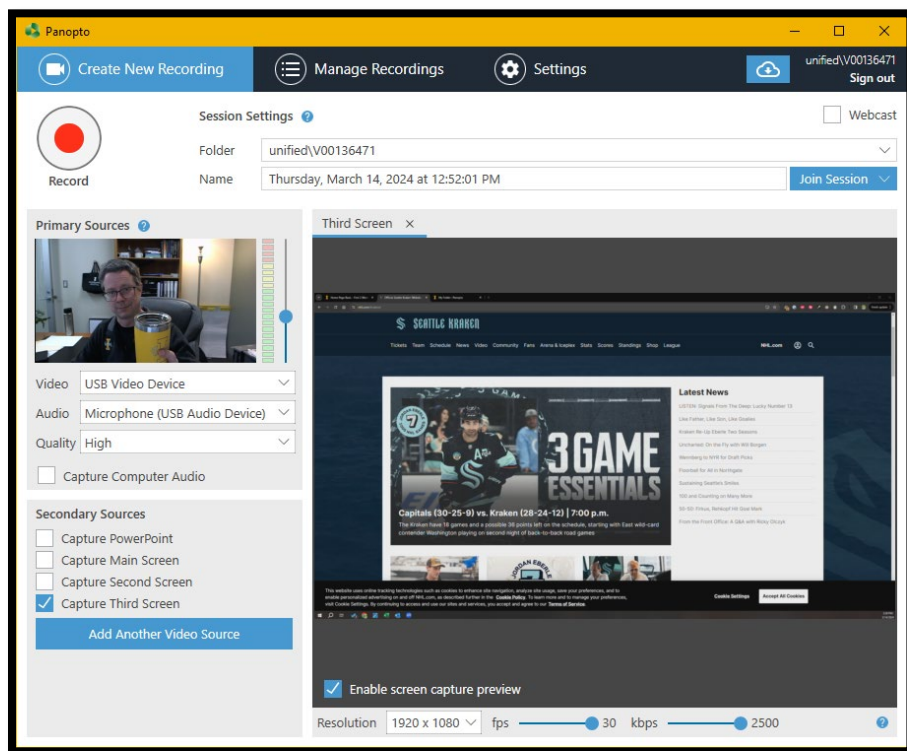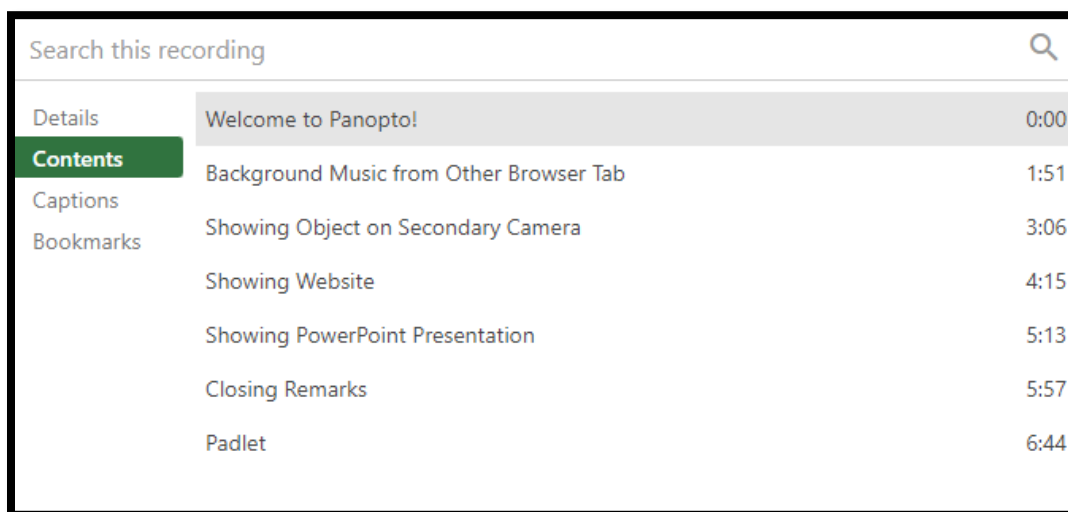Recording instructions: How to Record with Panopto for Mac

Figure 4: The Panopto for Windows desktop application

Table of Contents (TOC)

Providing a TOC enhances the viewer experience by providing a structured and intuitive way to navigate your video, especially for videos with multiple topics or videos longer than 15 minutes. Utilize chapter markers strategically throughout your video to create distinct sections or highlight key points. Additionally, if your video contains text or a PowerPoint presentation, you can leverage Panopto's Smart Chapters. Smart Chapters will analyze the visual text content of your video and automatically build TOC chapter markers based on significant changes in topics or discussions. While this feature can help streamline the process of adding chapters, video chapters can always be added, edited, and deleted easily within the Panopto editor.

For more information: How to Add, Edit, and Delete Table of Contents Entries in a Video

Also: How to Use Smart Chapters

Figure 5: Example TOC as viewers see it

Including Quizzes in your Videos

Multiple choice quizzes can be embedded at key points of your Panopto videos. Embedded quizzes enhance student-to-content interactions and give students immediate feedback on their comprehension. Embedded quizzes can also be assigned to students and grades automatically passed back to Canvas. Panopto also provides analytics tools that allow instructors to track student engagement with quizzes. This data offers valuable insights into student performance, allowing you to identify areas of strength and areas for improvement in your teaching and course design.

For more information: How to Add a Quiz to a Video

See also: How to Use a Panopto Video as a Canvas Assignment
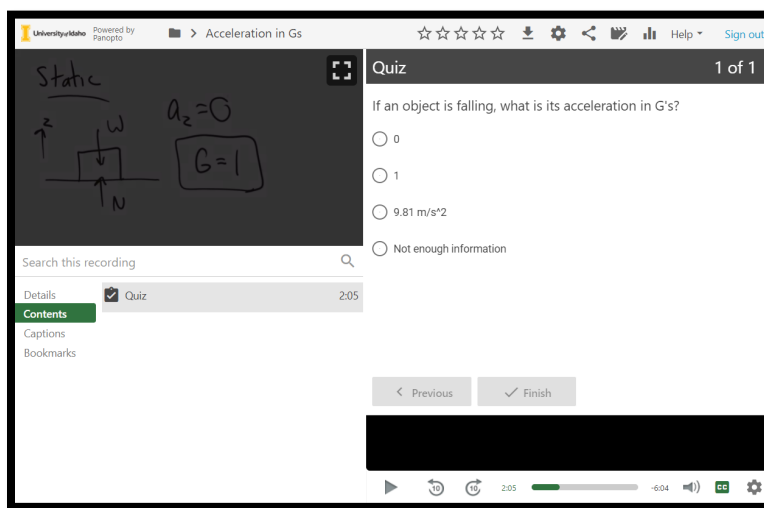   How to Use a Panopto Quiz as a Canvas Assignment

Figure 6: Example of embedded quiz question

ONE-ON-ONE HELP

Contact coursedesign@uidaho.edu to setup a one-on-one session with a member of the Center for Excellence in Teaching and Learning's Instructional Design team

Doug Habib
Asst. Director
dhabib@uidaho.edu

Sean Quallen
Instructional Designer
squallen@uidaho.edu

Jen Elbek
Instructional Designer
jenelbek@uidaho.edu