

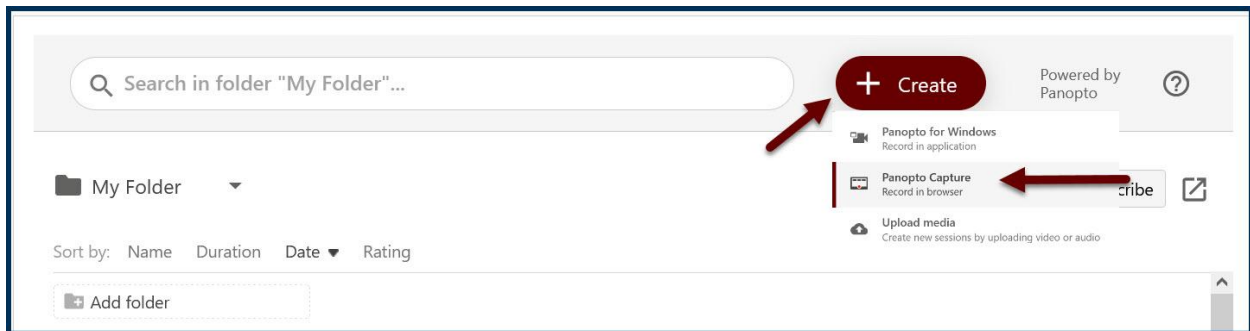
## Record a Video Using Panopto

### Overview

This tutorial will cover how to record a video using the Panopto Capture tool. In order to use this tutorial, you will first need to click on the link provided in the Panopto video activity in your Blackboard course.

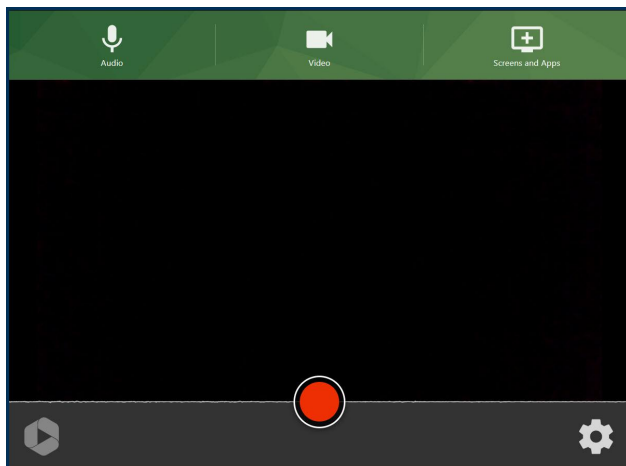
### Step 1

From your Panopto My Folder, click the Create button and select Panopto Capture. If you would rather download, install, and launch Panopto from your computer, you may select the Panopto for Windows or Panopto for Mac option.



### Step 2

The Panopto Capture tool will open in a new tab in your browser. If you chose to install Panopto for Windows or Mac, launch the application from your computer. Using the three green tabs across the top of the recorder, set your audio and camera source and optionally select a screen that you would like to share during your recording. Click the gear icon at the lower right for additional settings. Click the red record button at the bottom to begin recording. When you are finished, click the red button again to stop the recording.

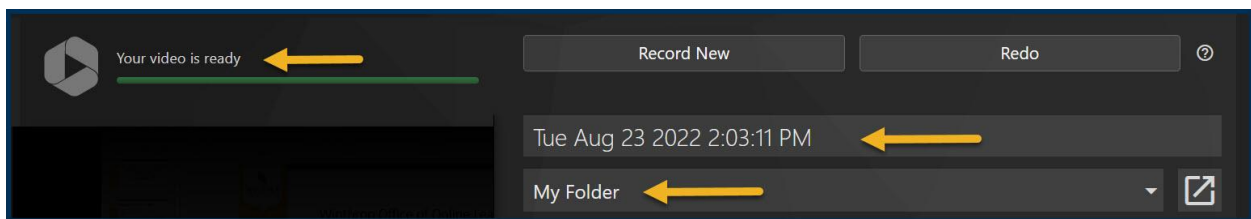


### Step 3

After clicking the stop button, a page will display confirming that your video has been uploaded and to which folder. Click inside of the field containing the date and time and replace this text with a video title. If you need to discard and re-record, click the Redo button. If you would like to record and upload an additional video, click the Record New button.



*The green status bar shows when the upload is complete. For longer videos, this can take some time. Wait for the 'Your video is ready' message to appear before closing this page.*



### Step 4

Return to your Blackboard course and follow the instructions provided for your specific Panopto video activity to complete the process of submitting your video.