Panopto: Upload Video(s)

There are two major ways to upload video into Panopto, depending on how you access Panopto (Note: if you use Panopto Capture (browser-based recorder) or Panopto for Windows/Mac (desktop-based recorder), the recording will automatically be uploaded to the folder you choose):

- Use the Upload Tab (Add Existing Activities and Insert Stuff)
- Upload Media (Panopto LTI)

Use the Upload Tab (Add Existing Activities and Insert Stuff)

If you have viewed the videos on how to add Panopto video using either Add Existing Activities (click here) or Insert Stuff (click here), the process outlined below is nearly identical.

In this scenario, we will use the Add Existing Activities option to add Panopto Video to our course.

Week 2

Add dates and restrictions...

Video for COLI's Sting at the end of every COLI video.
oad video, but the process will be similar if you decide to use the Insert StuFF tool.
Find and click Add Existing Activities (or Insert Button in the HTML Editor).
Choose "Add Panopto Media" (or "Insert Panopto Media" if you are using the Insert Stuff tool).

Video for COLI's Sting at the end of every COLI video.
By default, you are on the "Choose" tab. To the right of this tab is the "Upload" tab. Click on that.
drag and drop the videos (s) that you want to upload to the provided space or click on the icon to open file explorer
Once it is done uploading, you can click on the title of the video.

Click on the Title to change it.

Click Insert to add the video to the module/activity.
the lower right.

Note that a Panopto will need to process the video before students can view it. You also do not need to write this.
in the Module/Activity right away. Instead of clicking on Insert, click on Cancel. Then just add it to
a module or activity by following the video for Add Existing Activities (click here) or Insert Button (click here).
Upload Media (Panopto LTI)

If you use the Panopto LTI, you can also upload media right from the Panopto Dashboard. The steps below assume that you have already installed the Panopto LTI into your course. If you have not already but would like to, follow the Use the Panopto LTI video here.
Click on the Create button and then click on Upload Media.

In the window that appears, either drag and drop the video file here or click to find on your computer.
the video(s) that you want to upload into the appropriate space or click on the icon to use the file explorer.
Select the video(s) that you want to upload.
Note that Panopto needs to process the video before students will be able to view it.