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.
oad a video, but the process will be similar if you decide to use the Insert Stuff tool.
Find and click on Add Existing Activities (or the Insert button in the HTML Editor).
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 video(s) that you want to upload to the provided space or click on the icon to open file explorer.
or read the video(s) you want to upload.

Once 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.
to change the title of the video and insert the video into the module/activity by clicking on the blue insert button in
Note that the video before students can view it, you still do not.
a module or activity by following the videos 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...
It may take some time, but when you want to upload...
You will get a message informing you that you can close the window.

Your videos should appear at the top of your Panopto video recordings.