

How to use Panopto with your students

Using Panopto with your students is a great way to add a more personal touch to assignments while building the sense of community in the course.

You can use Panopto with your students in two ways:

as an assignment where students submit their presentation you or as a discussion where students share their presentation with everyone in the class. You can even use both so that you can grade the students individual presentation in the assignments and the students participation with others in the discussion.

Using Panopto for presentations in class is a great way to build the sense of community and ensure your students knowledge of the material.



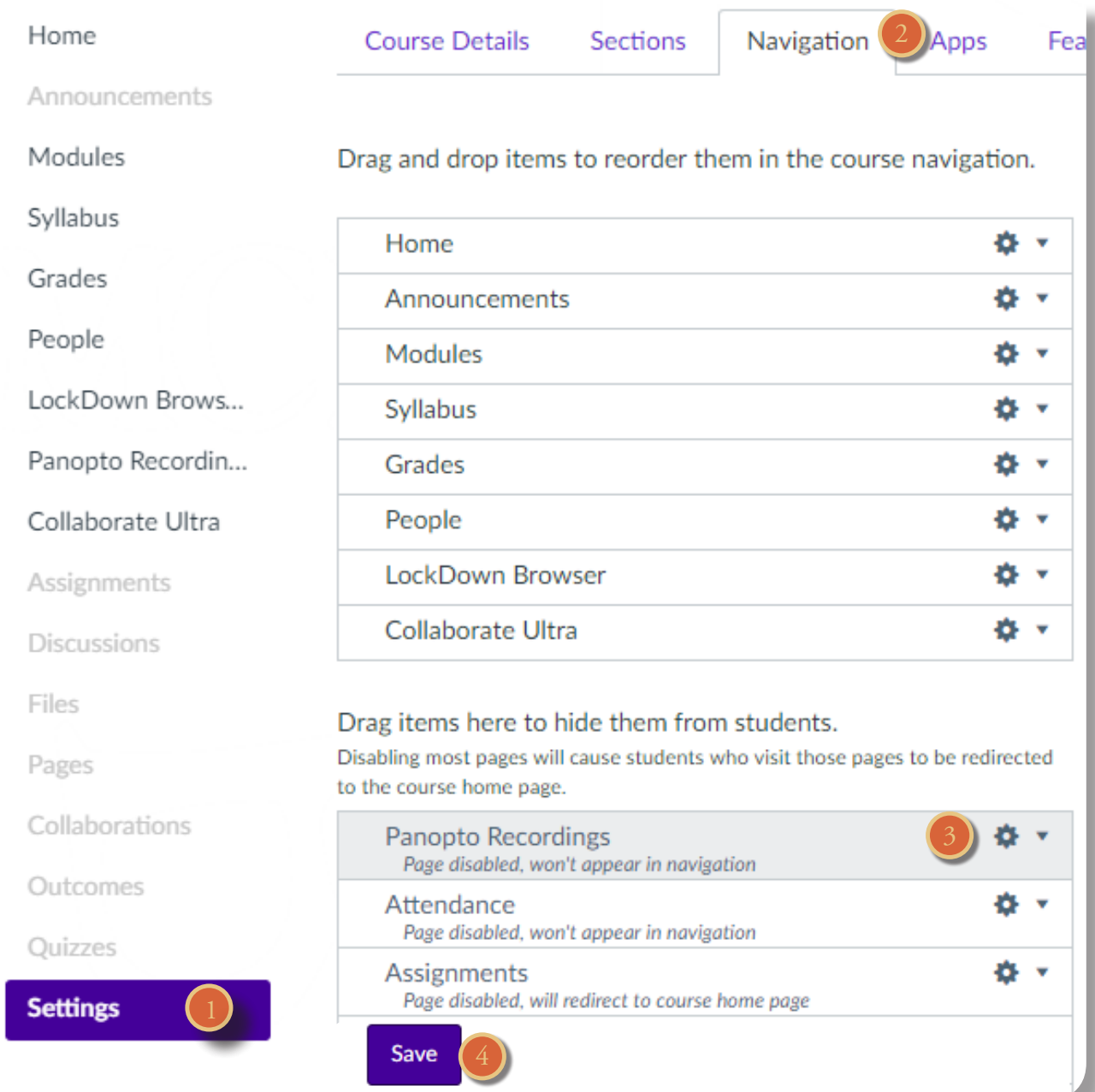
Setting up Panopto for your students to use requires three steps:

- Enabling Panopto in your course
- Creating the assignment/discussion
- Prepare Panopto for your students to use

Enable Panopto in your Canvas course

Enter your course in Canvas and follow the steps below:

- 1) Click on Settings on the left
- 2) Click on Navigation on the top
- 3) Drag Panopto in the top frame
- 4) Click Save on the bottom of the page



Home Course Details Sections Navigation **2** Apps Fea

Announcements

Modules Drag and drop items to reorder them in the course navigation.

Home	⚙️ ▼
Announcements	⚙️ ▼
Modules	⚙️ ▼
Syllabus	⚙️ ▼
Grades	⚙️ ▼
People	⚙️ ▼
LockDown Brows...	⚙️ ▼
Panopto Recordin...	⚙️ ▼
Collaborate Ultra	⚙️ ▼
Assignments	⚙️ ▼
Discussions	⚙️ ▼

Files Drag items here to hide them from students.

Pages Disabling most pages will cause students who visit those pages to be redirected to the course home page.

Panopto Recordings <i>Page disabled, won't appear in navigation</i>	3 ⚙️ ▼
Attendance <i>Page disabled, won't appear in navigation</i>	⚙️ ▼
Assignments <i>Page disabled, will redirect to course home page</i>	⚙️ ▼

Collaborations

Outcomes

Quizzes

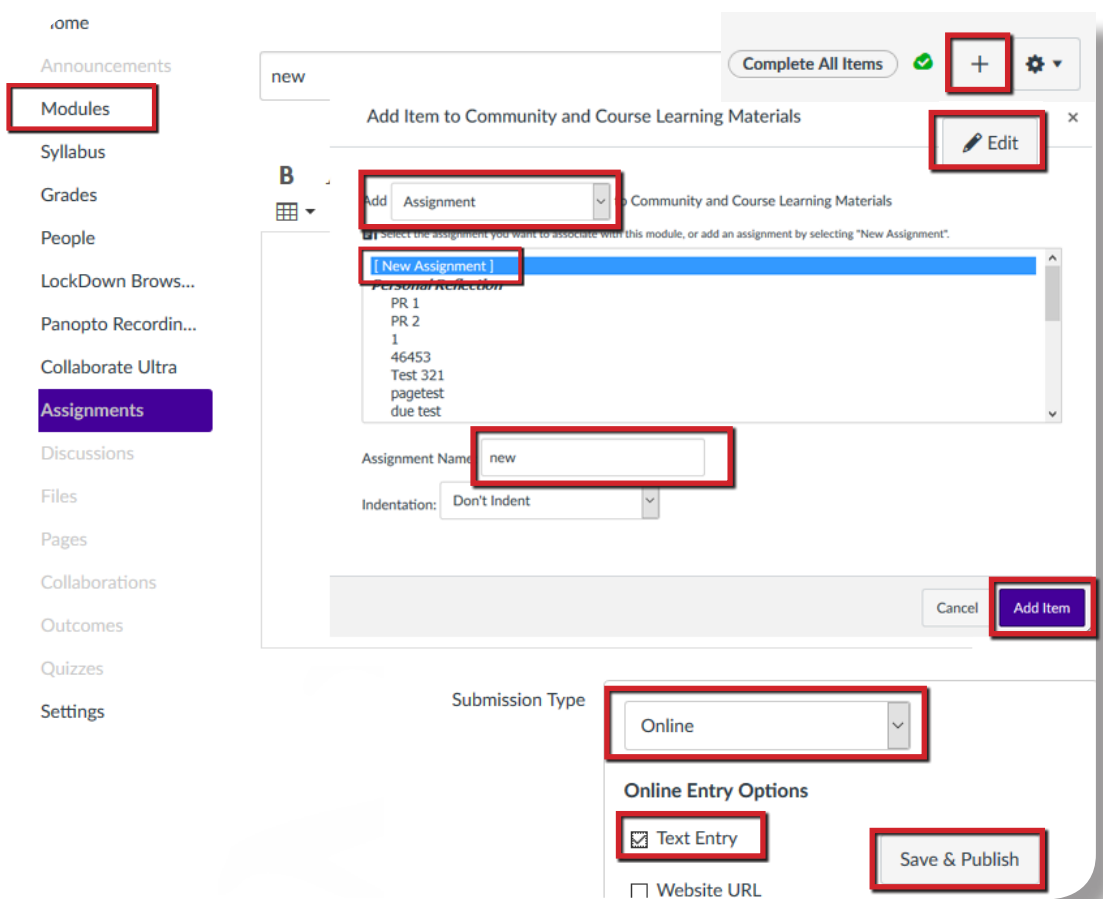
Settings **1**

Save **4**

How to set up an Assignment using Panopto

Create the Assignment

- Click on Modules Link, then Click the + sign next to the module name.
- Choose Assignment from the drop down list, click on new assignment, then name and add the item.
- Click on the Assignment name in the module, then click Edit.
- Under Submission Type select “Online” then “Text Entry”
- Save & Publish the assignment on the bottom of the page



The screenshot shows the Panopto interface for creating a new assignment. On the left sidebar, the 'Modules' link is highlighted. The main area shows a 'new' assignment being added to a module. A dropdown menu is open, showing 'Add Assignment' selected. Below it, a list of assignments is shown, with 'New Assignment' highlighted. The 'Assignment Name' field is set to 'new'. The 'Submission Type' is set to 'Online'. Under 'Online Entry Options', the 'Text Entry' checkbox is checked. The 'Add Item' button is highlighted in the bottom right corner, and the 'Save & Publish' button is highlighted in the bottom right corner of the 'Online Entry Options' section.

Provides instructions for students

- Copy & paste the instructions below into the Assignment description:

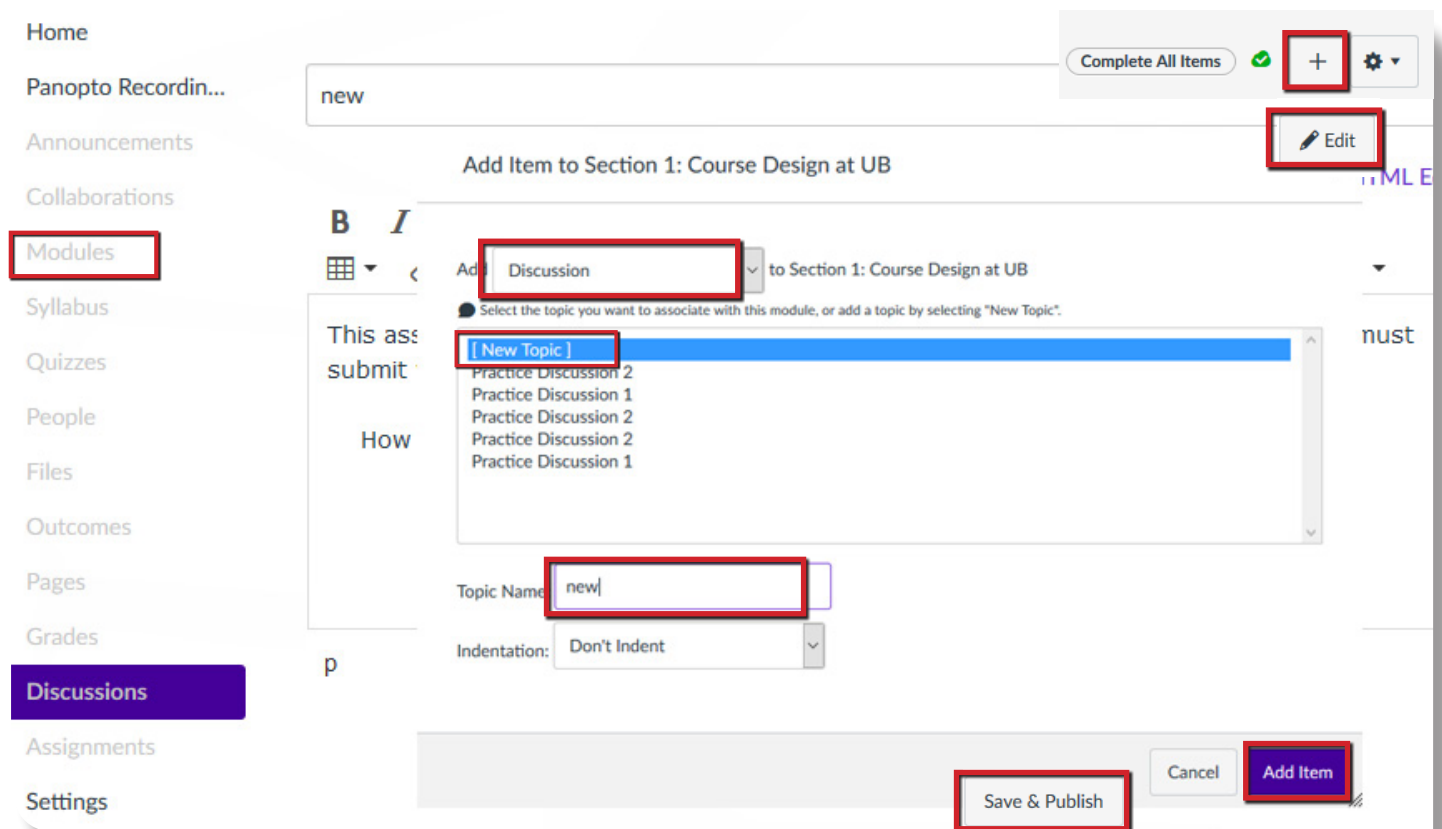
Student instructions: This assignment requires 2 steps. First, you must create your recording. Second, you must submit your recording. Follow the instructions below:

How to submit a Panopto presentation

How to set up a Discussion using Panopto

Create the Discussion

- Click on Modules Link, then Click the + sign next to the module name.
- Choose Discussion from the drop down list, click on new Discussion, then name and add the item.
- Click on the Discussion name in the module, then click Edit.
- Change the options and Discussion description.
- Save & Publish the Discussion on the bottom of the page



The screenshot shows the Panopto interface with the 'Add Item' dialog box open. The left sidebar has 'Modules' highlighted. The dialog box shows a search bar with 'new' and a '+ sign' button. Below the search bar, 'Discussion' is selected from a dropdown menu. A list of topics is shown, with '[New Topic]' selected. The 'Topic Name' field contains 'new'. The 'Indentation' is set to 'Don't Indent'. At the bottom, the 'Save & Publish' button is highlighted.

Provides instructions for students

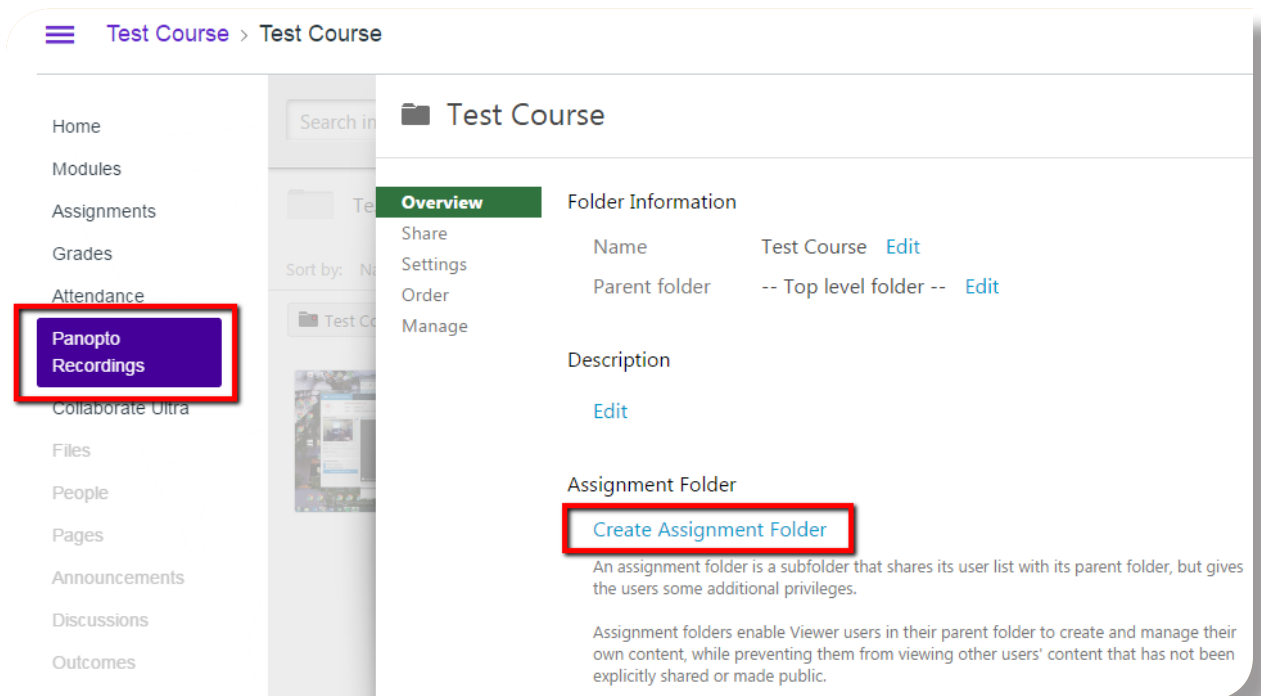
- Copy & paste the instructions below into the Discussion description:

Student instructions: This Discussion requires 2 steps. First, you must create your recording. Second, you must submit your recording. Follow the instructions below:

How to submit a Panopto presentation

Prepare Panopto

- Click on Panopto Recordings on the left
- Click on the gear icon on the top right (folder settings)
- Click on Create Assignment Folder in the middle of the page
- The Assignment is now ready for students



Test Course > Test Course

Home
Modules
Assignments
Grades
Attendance
Panopto Recordings
Collaborate Ultra
Files
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Discussions
Outcomes

Search in
Test Course

Sort by: Name

Test Course

Test Course

Overview

Share
Settings
Order
Manage

Folder Information

Name	Test Course	Edit
Parent folder	-- Top level folder --	Edit

Description

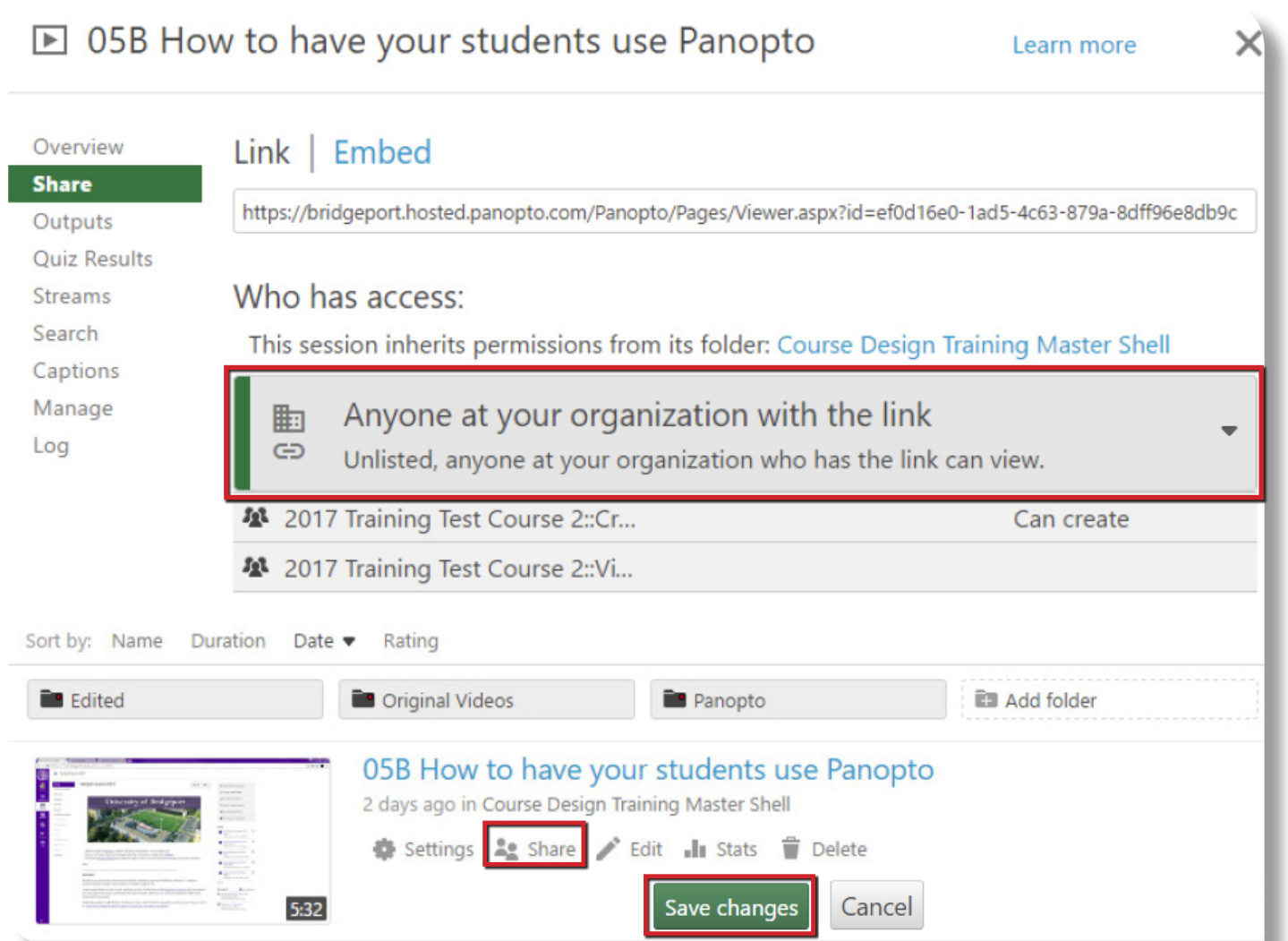
[Edit](#)

Assignment Folder

[Create Assignment Folder](#)

An assignment folder is a subfolder that shares its user list with its parent folder, but gives the users some additional privileges.

Assignment folders enable Viewer users in their parent folder to create and manage their own content, while preventing them from viewing other users' content that has not been explicitly shared or made public.



The screenshot shows the Panopto interface for a video titled "05B How to have your students use Panopto". The video is located in the "Course Design Training Master Shell" folder. The "Share" settings are highlighted with a red box, showing the sharing method set to "Anyone at your organization with the link" (Unlisted). The "Save changes" button is also highlighted with a red box. The interface includes a sidebar with navigation options like Overview, Share, Outputs, Quiz Results, Streams, Search, Captions, Manage, and Log. The video player shows a thumbnail of the video and a duration of 5:32. The video was uploaded 2 days ago.

05B How to have your students use Panopto [Learn more](#) ✕

Overview **Share** Outputs Quiz Results Streams Search Captions Manage Log

Link | Embed

<https://bridgeport.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=ef0d16e0-1ad5-4c63-879a-8dff96e8db9c>

Who has access:
This session inherits permissions from its folder: [Course Design Training Master Shell](#)

Anyone at your organization with the link
Unlisted, anyone at your organization who has the link can view.

2017 Training Test Course 2::Cr...	Can create
2017 Training Test Course 2::Vi...	

Sort by: Name Duration Date ▼ Rating

Edited Original Videos Panopto Add folder

05B How to have your students use Panopto
2 days ago in Course Design Training Master Shell

Settings **Share** Edit Stats Delete

Save changes Cancel

It is also good to check the folder's share settings. The students folder settings are a copy of your settings, so checking this now can save you confusion later.

Click on Share and make sure that Anyone at your organization with the link is chosen.

Click save if you have made changes.

Everything is now prepared for your students to use Panopto successfully in your course.