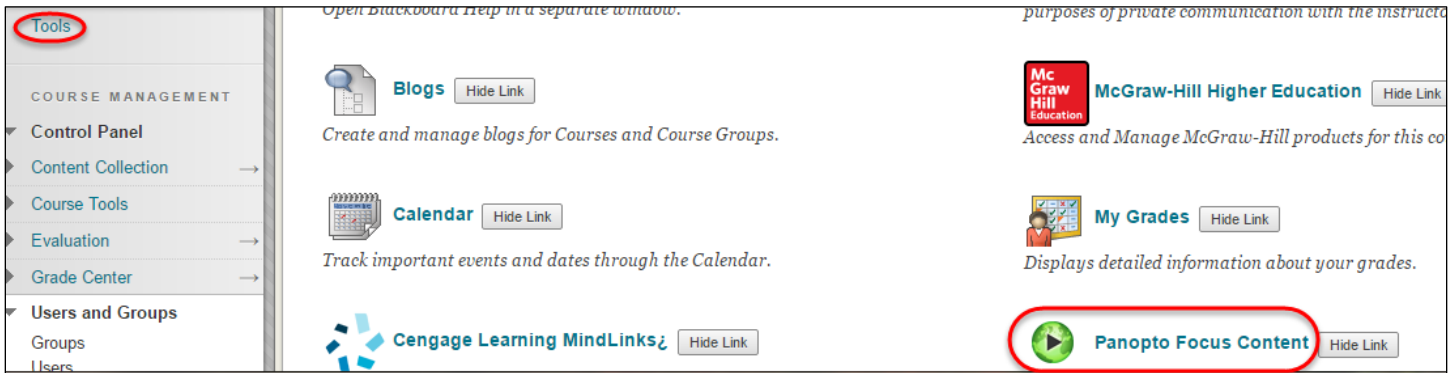**Upload an .mp4 to Panopto**

Panopto allows us to upload .mp4 videos to their Streaming Server which creates a link that is much faster to view in Blackboard than an .mp4 file.
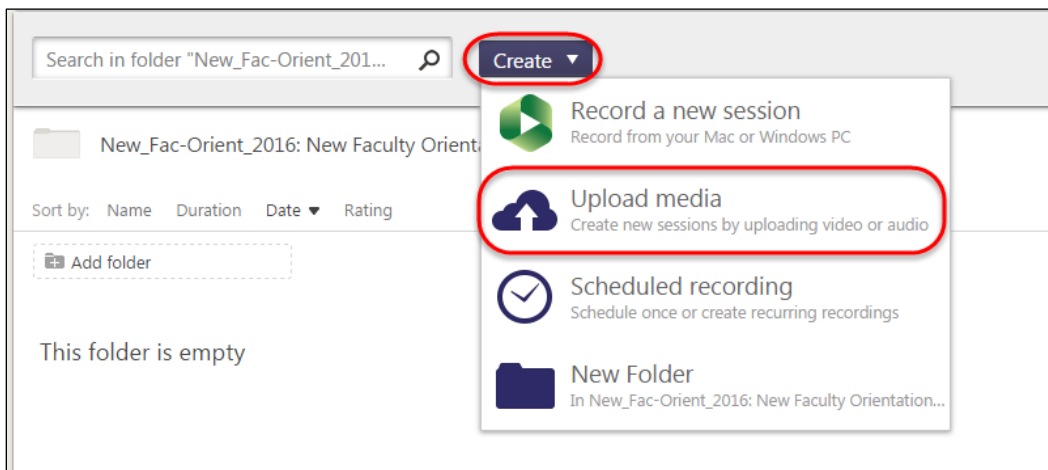
To upload an .mp4 to Panopto, do the following:

Step 1: Go to the Blackboard Course where you would like to put the video.
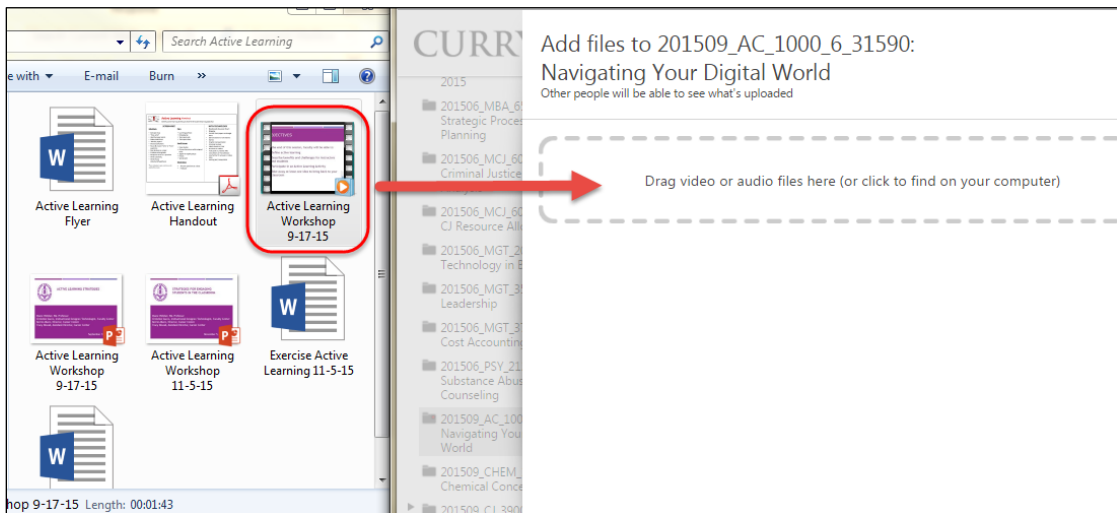
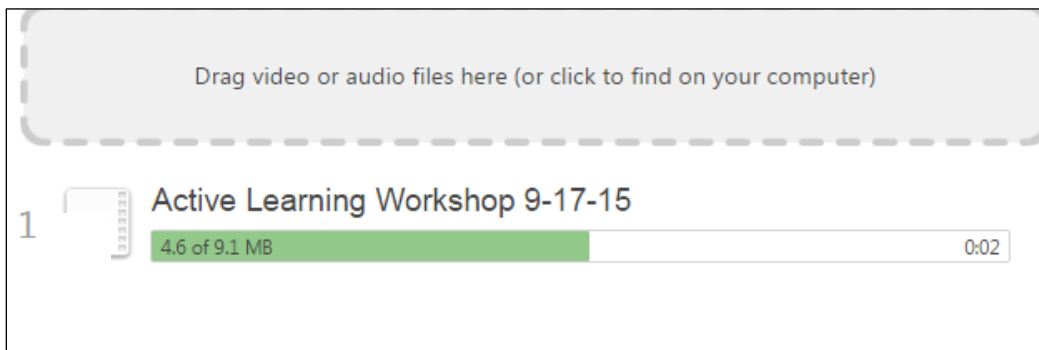**Step 2**: Go to **Tools/Panopto Focus Content:**

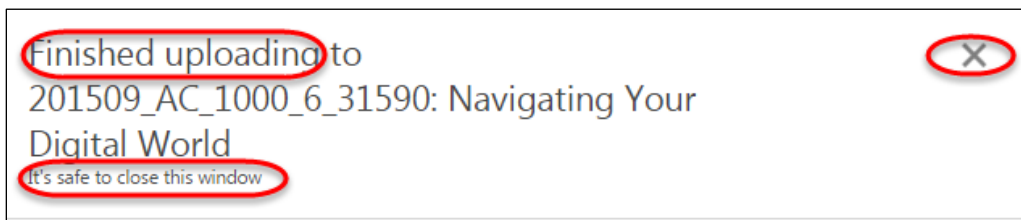

Step 2: Choose **Create – Upload media:**

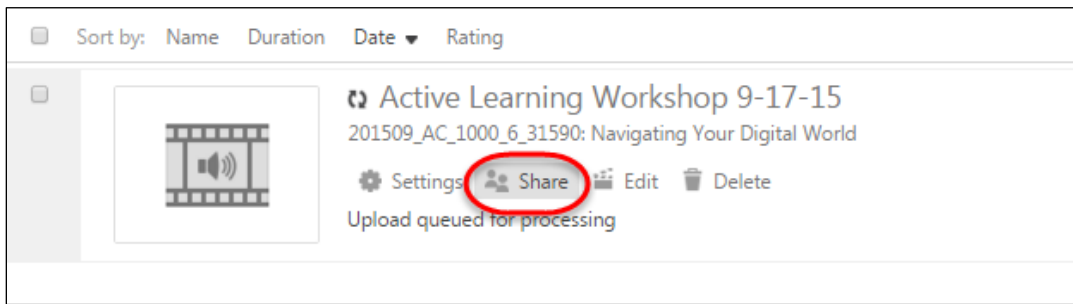**Step 3**: Open up the folder where the .mp4 resides and drag it to Panopto (or click to find on your computer).

You will see the progress of the video as it is uploading:

Step 4: Wait until the video is finished uploading and close the window:

Step 5: You will see the video in Panopto. Click on **Share**:

Step 6: Select the link and copy and paste it into Blackboard: