

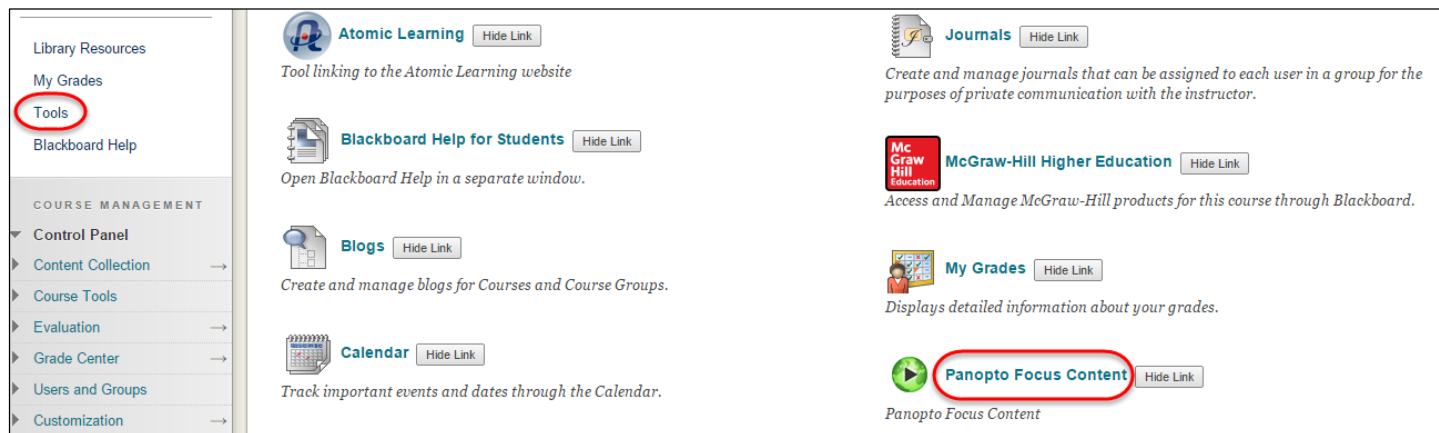
## MAC Recording

To create a Panopto video you will need to have:

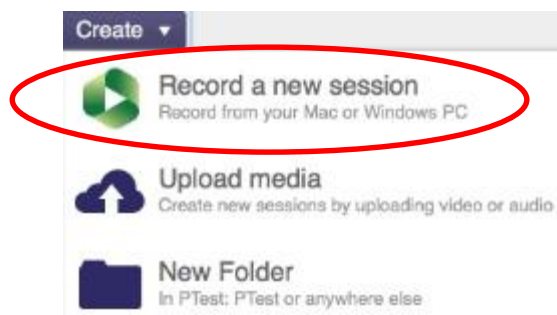
- A webcam or microphone
- Downloaded the Panopto Recorder
- Configure your course in Blackboard

**Step 1:** Go to the Blackboard course where you would like your Panopto video to go.

**Step 2:** Click on **Tools/Panopto Focus Content**:



**Step 3:** Click on the **Create** button and choose **Record a new session**.



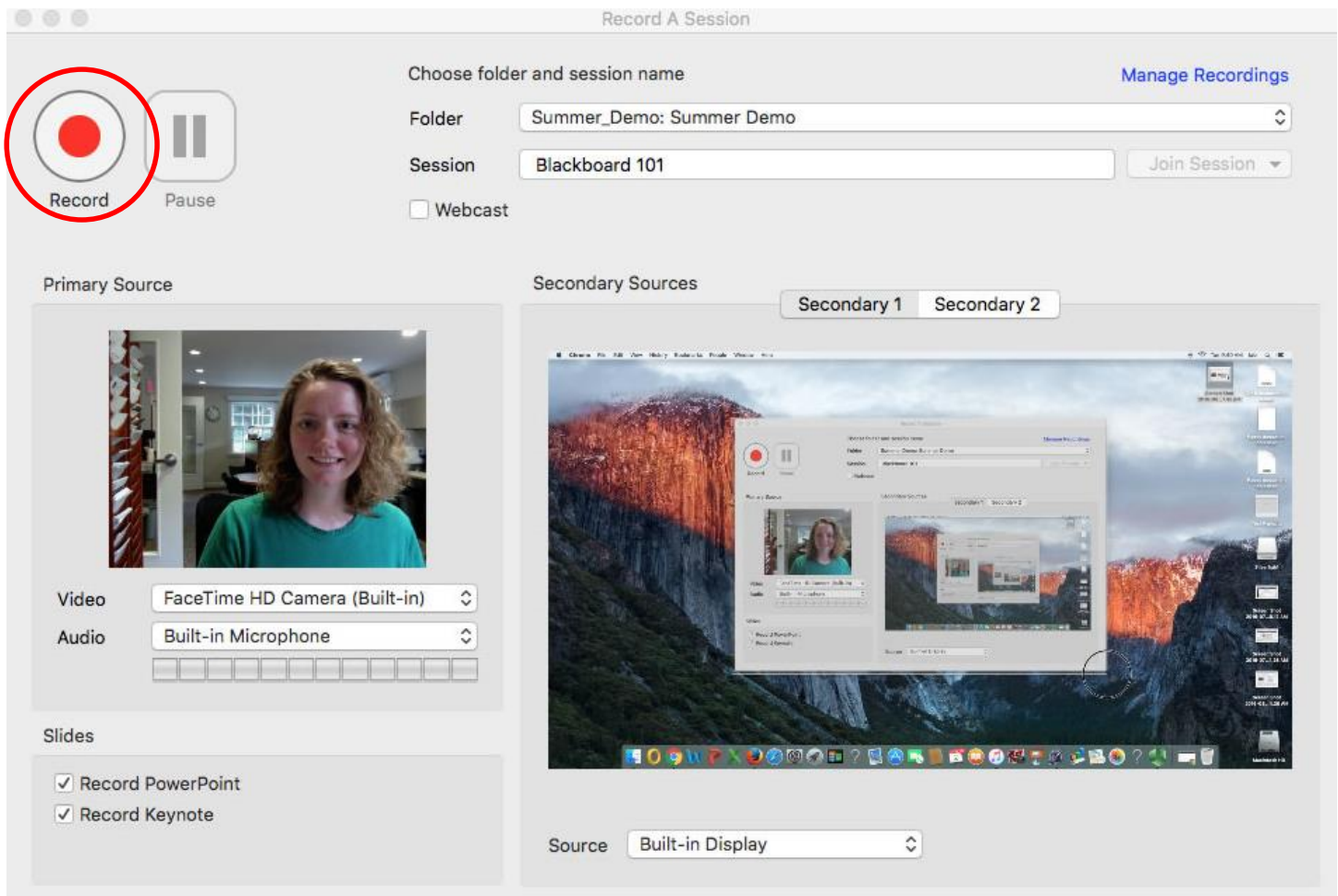
**Step 4:** The recorder is now open.

Choose whether you would like to record:

- Over a PowerPoint presentation
- Over a KeyNote presentation
- Capture your Screen – for demonstrating a website or anything that you open on your screen

Choose your video, audio, and slides:

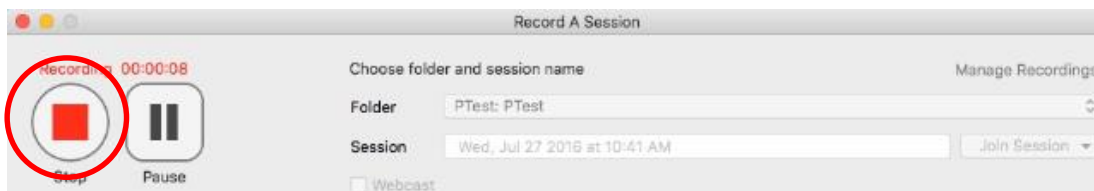
- Video – FaceTime Camera (default camera) or none
- Audio – You must choose Audio Source
- Make sure that Powerpoint and/or Keynote box is checked if you would like the slides to appear in the recording



**Step 5:** Begin your presentation by clicking **Record**.

We suggest that you queue items prior to starting the recording, that way students will not see you opening websites, documents, etc. during the video. Also, exit out of Outlook and Skype to avoid pop ups. Make sure that there is no personal or confidential information on your screen; everything on your screen is captured.

Once you have completed the presentation click the **STOP** button.



**Step 6:** After clicking **Stop** you will be redirected to the page seen below. At this point you can either close out of the Recorder or choose **Create New Recording** and record another video.

You will receive an email when your video has been processed and is ready to be edited or viewed.

Manage Recordings

Create New Recording

Panopto

Only recordings stored on this computer are shown below. ?

Signed in to currycapture.hosted.panopto.com Sign Out

Session	Date	Length	Status
<b>MAC Recording</b>	<b>7/27/16, 9:33:12 AM</b>	<b>00:00:47</b>	<b>Uploading (22.79%)</b>
Testing 4-26 - third time	4/26/16, 12:25:51 PM	00:00:24	Completed
Tue, Apr 26 2016 at 12:19 PM	4/26/16, 12:20:45 PM	00:00:30	Completed
Testing 4-26-16	4/26/16, 12:16:20 PM	00:00:24	Completed
Tue, Apr 12 2016 at 11:29 AM	4/12/16, 11:29:26 AM	00:00:38	Completed
Build Course with Consistency	3/28/16, 8:52:52 AM	00:10:20	Completed
Adding Pictures to your Course	3/28/16, 7:54:34 AM	00:03:34	Completed
Using the Control Panel for Design	3/28/16, 7:46:46 AM	00:05:47	Completed
Design - Good and Not so Good	3/25/16, 4:18:08 PM	00:12:43	Completed
Christine Commentary Week 3	3/22/16, 11:26:24 AM	00:08:24	Completed
Fri, Feb 26 2016 at 4:10 PM	2/26/16, 4:10:45 PM	00:00:33	Completed
Fri, Feb 26 2016 at 4:01 PM	2/26/16, 4:03:57 PM	00:00:20	Completed
Thu, Feb 4 2016 at 11:35 AM	2/4/16, 11:36:31 AM	00:00:54	Completed

Manage Online

Recording Details

Folder: PTest: PTest

Session: MAC Recording

Streams: Primary, Secondary 1, PowerPoint

Webcast: No

Status: Uploading (22.79%)

Links: [Share](#) [Edit](#) [View Online](#)

Pause Upload Actions

Preview

Primary Video Secondary 1 Secondary 2

00:01 -00:46