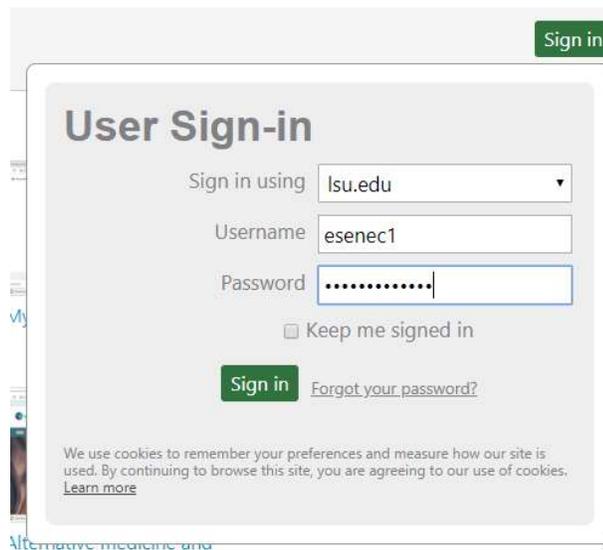


Understanding the use of Panopto at the VetSchool

Accessing Panopto for Viewing

1. To access Panopto at the VetSchool, simply open a browser on a computer and enter the following url: <https://vm-panopto.lsu.edu>
2. Click Sign in; can be found in the upper right corner
3. Select lsu.edu in the Sign In Using
4. Enter Username; this will be your pawsid
5. Password: this will be your pawsid password
6. If this is your personal PC, you may select Keep Me Signed In. If this a common use PC, it is recommended that you do not check that box.
7. Click Sign In



Once you are logged into the system you will see all the folders that you may review.

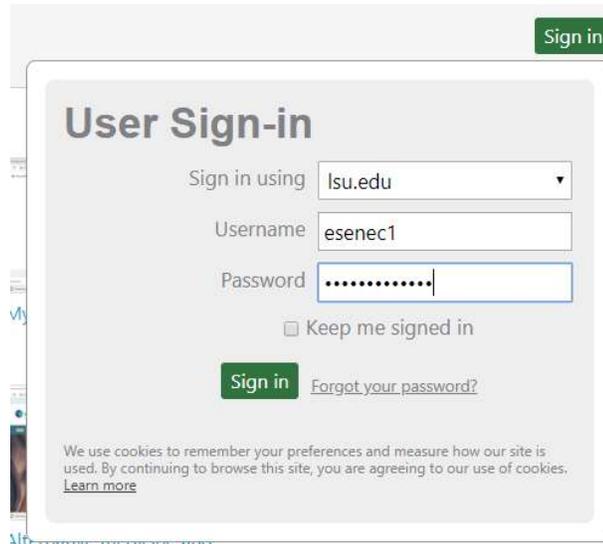
Accessing the Panopto recorder

To record a lecture from home, you would use the following procedure.

Installing Panopto Recorder (Only Once per PC)

1. To access Panopto at the VetSchool, simply open a browser on a computer and enter the following url: <https://vm-panopto.lsu.edu>
2. Click Sign in; can be found in the upper right corner
3. Select lsu.edu in the Sign In Using

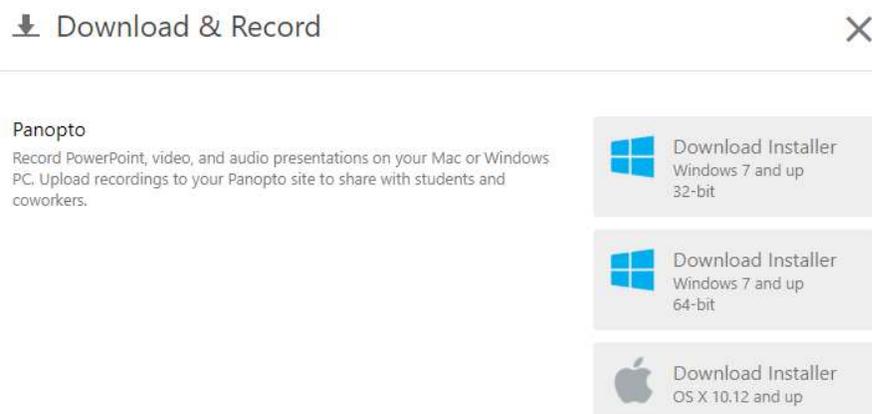
4. Enter Username; this will be your pawsid
5. Password: this will be your pawsid password
6. If this is your personal PC, you may select Keep Me Signed In. If this a common use PC, it is recommended that you do not check that box.
7. Click Sign In



8. Once you are logged into the system you will need to download Panopto Recorder. Click Download Panopto in the upper right corner.

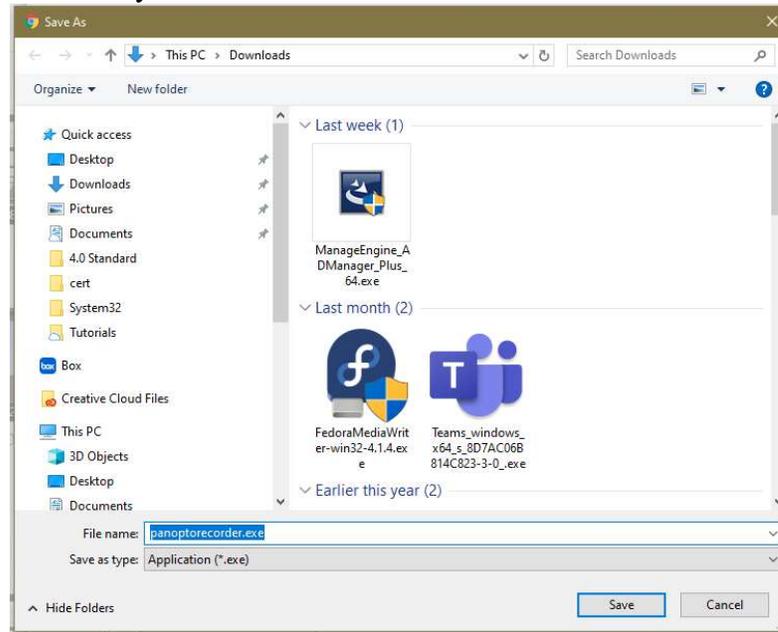


9. Select the appropriate installer for Mac or Windows.



Please note, it is recommended that you use the 64-bit version of the panopto recorder

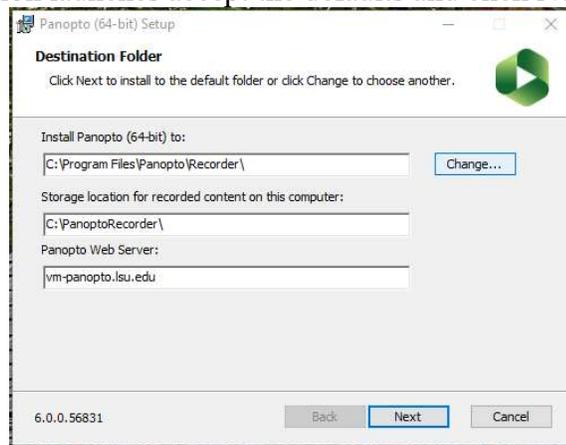
10. Save the installer to your hard drive



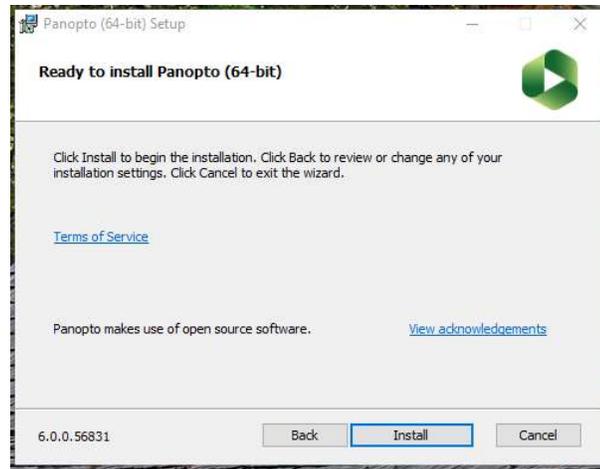
11. Once the download finishes, select the panoptorecorder.exe (dmg if mac) to install the software.



12. When the application launches accept the defaults and click Next



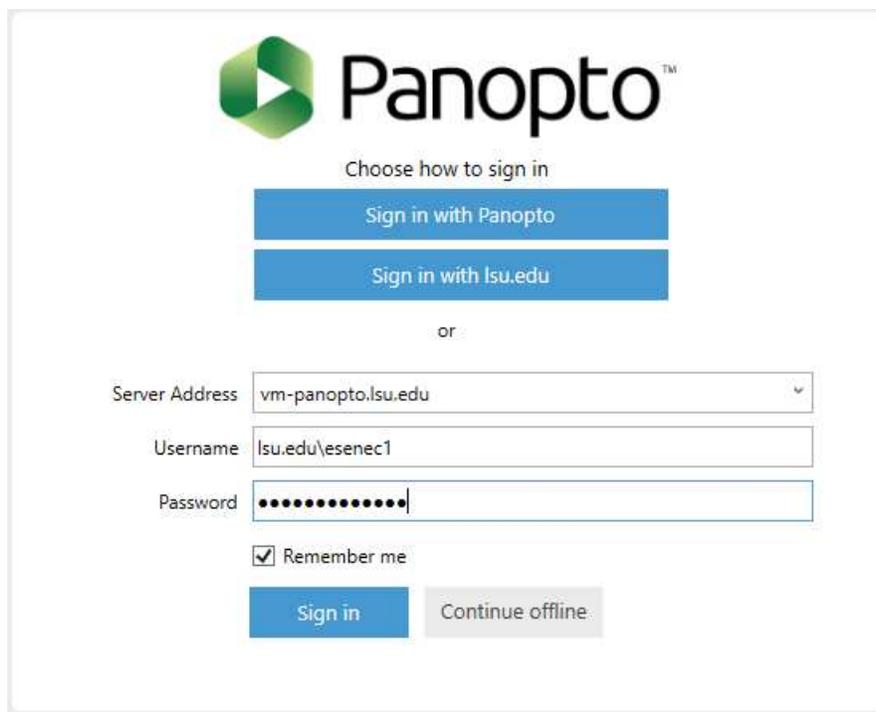
13. Click Install



14. Once the installer is finished, it will launch the PanoptoRecorder for the first time.

Note, on your desktop will be a new PanoptoRecorder icon.

15. At the login screen type in your PawsID and Password.



Note: the address should be vm-panopto.lsu.edu. Make sure that is located in the Server Address Box. Also, make sure you use lsu.edu\

16. Next, click Sign In

17. Once you are in the recorder there are three main sections: Session Settings, Primary Sources, Main Screen or PowerPoint. Each session requires you to set these three things before starting a recording.
18. First, let's look at Session Settings.



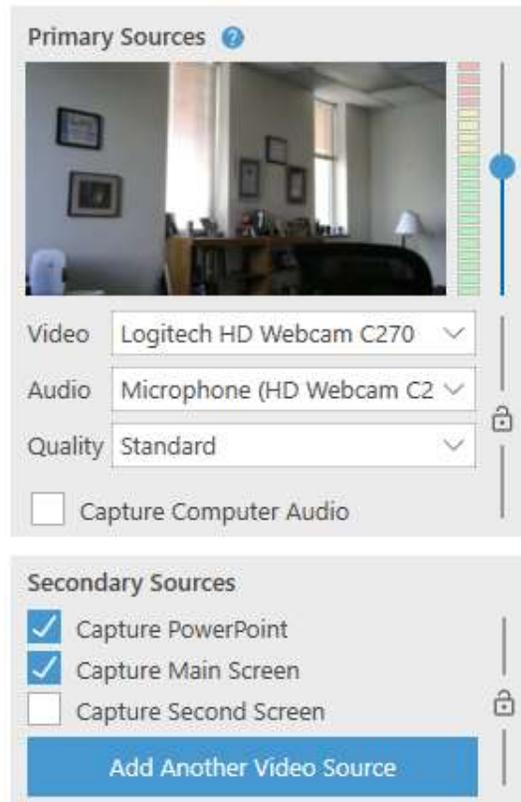
Session Settings ? Webcast

Folder VMED 5126

Name Thursday, March 12, 2020 at 3:28:15 PM [Join Session](#)

This is where you setup what directory your recording gets held in and the name of the recording. Set these to values to your desired setting.

19. Second, let's look at the sources. This is where you tell PanoptoRecorder what inputs to use for video and audio. If you are recording on a laptop, this should be the built in webcam. Select the item from the drop down. Remember, if you are playing any videos, like Youtube, in your recording, select the "Capture Computer Audio."



Primary Sources ?



Video Logitech HD Webcam C270

Audio Microphone (HD Webcam C2)

Quality Standard

Capture Computer Audio

Secondary Sources

Capture PowerPoint

Capture Main Screen

Capture Second Screen

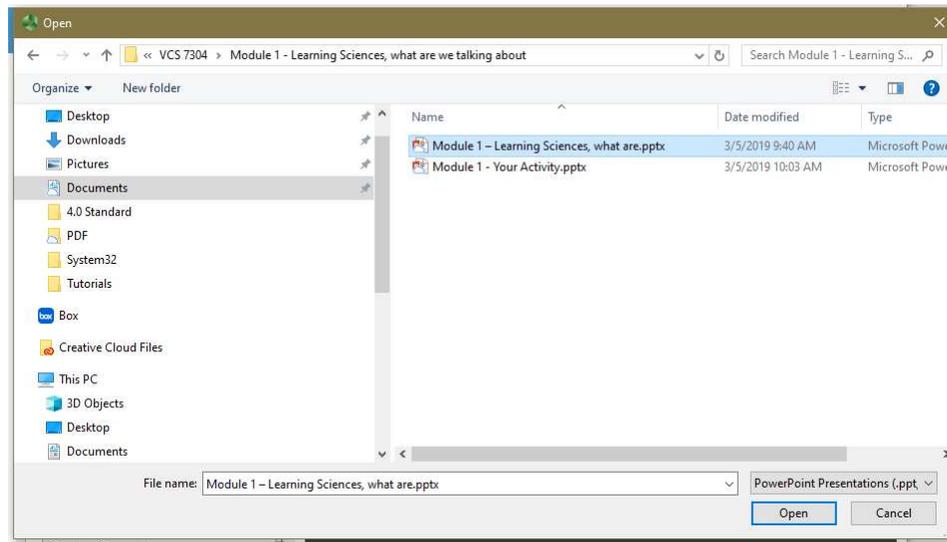
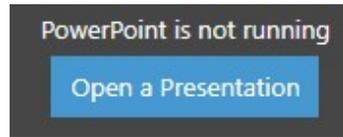
[Add Another Video Source](#)

20. By default, we have our recording capturing both the computer screen and any PowerPoint presentation. If you have a PowerPoint, move to the Third Section.

21. Click the PowerPoint tab.



22. Then click Open Presentation and navigate to your PowerPoint. Highlight it and select Open.

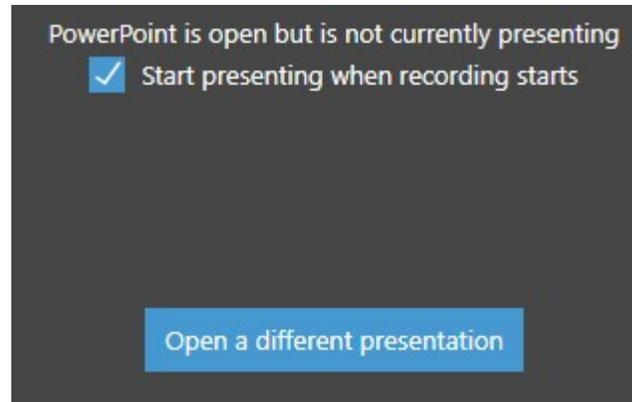


23. You will be prompted to start the recording.



If you say yes, the recording will start. If you say no, you can still click the Record button to start the recording.

24. Since selected no you will see that once I press the record button, it will open the PowerPoint.



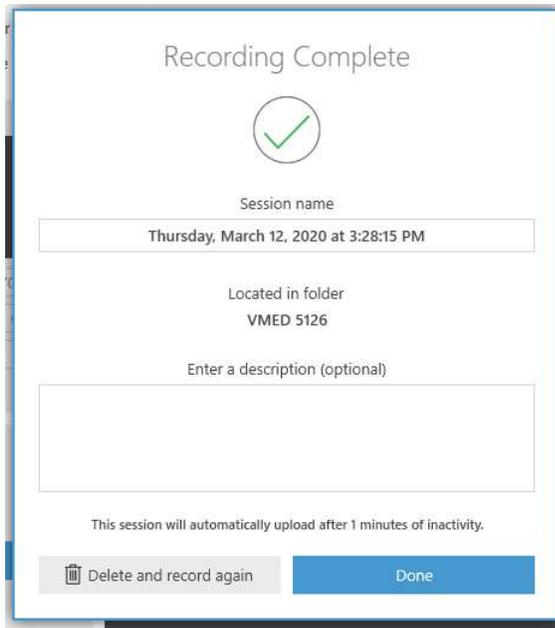
25. Now press record and do your presentation



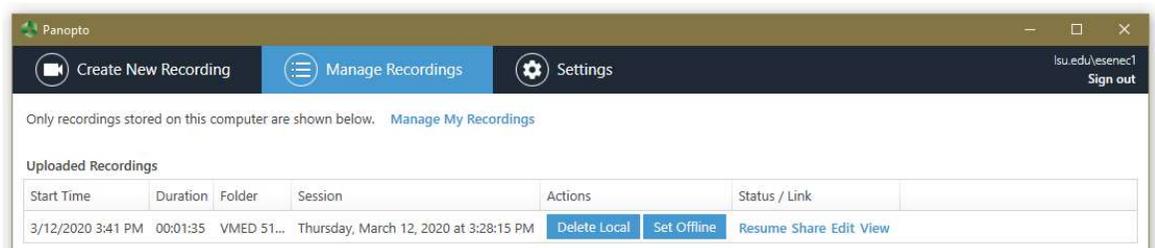
26. During the recording process you can pause the recording or stop it.



27. Once you click Stop, you will be given an option to “Delete and record again” or “Done”



28. Click Done. Once you click done the screen will pop-up and show the Panopto recording uploading to the panopto server in the Folder you indicated and with the name you indicated.



You have now completed an uploading of a recording. Just follow the login steps for recording for each new recording you wish to make.