

## Topic: Table of Content (Events)

In Panopto, you are able to easily add Events and Captions. Events are the **timestamps** in the video for quick access to certain part of the video.

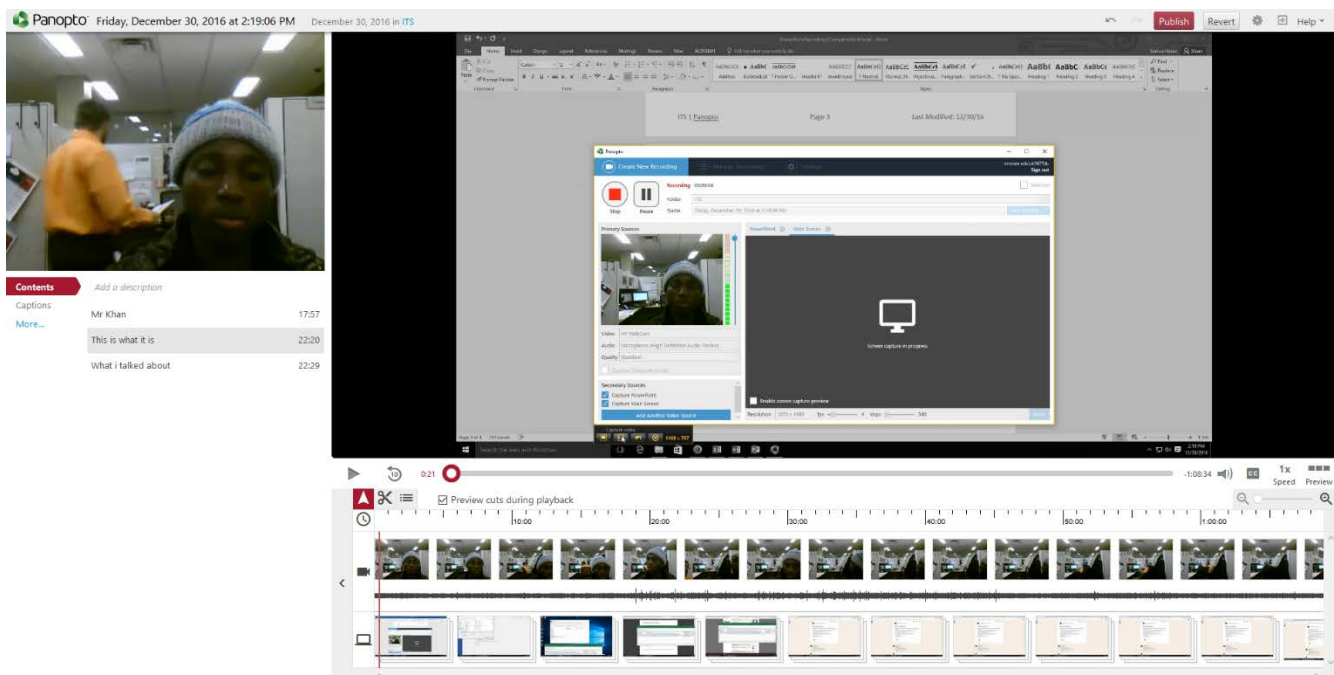
### Adding Table of Content

You can add timestamps for your audience to help them find important segments of your video.

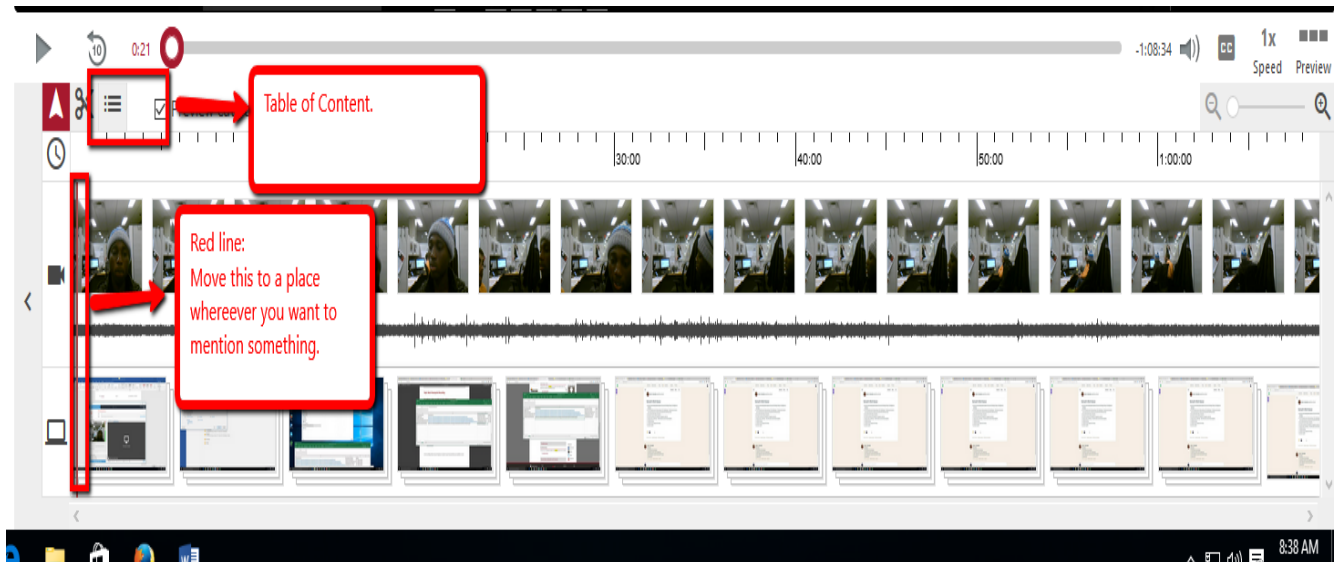
1. Locate to your video in your Panopto video folder and select **Edit** under your video link.



Then you will see a page like this. See below image.



2. Now look towards the timeline and bring or move the Red line to the place where you want to mention an important segment of the video. **See the image on the next page.**



3. Click **Table of Contents** (See the above image). Then select a specific point on the timeline by taking the red line to that specific location and then you will see a pop up window like this. (See image below)

 A screenshot of a pop-up window titled 'Add Table of Contents entry'. The window has a close button (X) in the top right corner. It contains the following fields:
 

- Title:** An empty text input field.
- Time:** A text input field containing '0:08:36.08'.
- Thumbnail:** A large grey area with a filmstrip icon and a speaker icon. Below it, the text 'Thumbnail will be generated later' is displayed. There is a checkbox labeled 'Make default thumbnail' which is currently unchecked.
- Search keywords:** An empty text input field.
- Link:** A text input field starting with 'http://'. Below it, there is a small text block: 'Links are useful for incorporating quizzes into your video or for just pointing to a helpful web page. When you add a link to your video, the video will pause at this position and viewers will see the linked web page.'

 At the bottom of the window are two buttons: 'Save' (in red) and 'Cancel' (in grey). A red box in the bottom right corner of the window contains the text: 'You can title it and can also add link to it. Hit save.'

## For More Information

Please contact Instructional Technology Services at [support@mnstate.edu](mailto:support@mnstate.edu) or 218.477.2603 if you have questions about this material.

