Topic: Sharing Recorded Content

To share recordings that you have created with Panopto with others:

- Open the Panopto Recorder and log in.

- Click on the link "Manage Online Recordings"

  You currently have no recordings on your system. To create a new recording, click the 'Create New Recording' button. [Manage Online Recordings]

- Clicking that link will open up a browser page leading to the folders page within the course cast web site for MSUM

- Hover over the recording you want to share and click on the share button

  Under the Status section, you will see that your recording is initially set to Secured which means only users you have specified under the access control settings will be able to view it.

- IMPORTANT: Make sure you click on the Make Public link so that your session is available to the public.
• Copy the URL and Share. Be sure to copy the entire address.

- Paste the link into your course in D2L, or wherever you plan to publish the video.
  Refer to the following tutorial under Faculty + Sharing Videos: “Adding a Panopto Link to D2L.”

**For More Information**

Please contact Instructional Technology Services at support@mnstate.edu or 218.477.2603 if you have questions about this material.