

## **Transcript for video tutorial on PAN001 Introduction on Panopto**

Hello everyone, I am Ada, from Information Technology Services.

In this training section, I will have a brief introduction of Panopto and its integration with Moodle.

I will also show you how to install Panopto recorder software on a laptop, how to capture a lecture video and share the video to students.

We can use Panopto to record Presentations and lectures,

Panopto is now integrated with our Moodle system.

It brings convenience to teachers to share videos with students.

Teachers can edit the videos by using Panopto's web-based media editor.

Teachers and students can easily search for a video since the content titles are searchable.

Some classrooms are now equipped with a laptop with built-in webcam,

a ceiling camera and wireless microphone that enables teachers to use Panopto readily.

The available classroom list will be updated regularly on our Moodle support website.

A Panopto site license is now available and all teachers and staff can install Panopto recorder on their own computers.

Panopto is now integrated with Moodle, so we can access the Panopto account by logging in our HKU Portal.

If you have a teacher role in a Moodle course, you will have a creator role in the Panopto folder.

You can make recordings and save or edit the videos in this Panopto folder.

If you have a student role in a Moodle course, you will have a viewer role in the Panopto folder.

You can only view the videos in this folder.

Teachers can add a Panopto block in the Moodle course and share the videos to students.

I will show you how to add Panopto block in the Moodle course later.

Let's go to <http://lecturecapture.hku.hk> to download the Panopto recorder.

I will show you how to download a Panopto recorder by ourselves.

Select "HKU Moodle" to login Panopto account.

Click "Login".

Select "HKU user (CAS)", we can login the platform by using our own UID and password.

We can click "Record" button at the top right hand corner to download the Panopto recorder.

If you are using Mac book, you can select "Download OSX" button.

I am using a window PC, so I select "Download windows".

I save the file on my desktop.

I go to desktop and double click the file, click "Run".

You can follow the steps to install the Panopto recorder software.

I cancel it now because I already have this software on this computer.

After we installed the software, before we start the recording, we can add a Panopto block to the Moodle course.

Students can click the video link in the Panopto block when the videos are ready.

To add a Panopto block, first of all, we go to our Moodle course page.

Click "Turn editing on" button on our top right hand corner.

We scroll down, we can see "Add a block".

Click the dropdown box and select Panopto focus.

A Panopto focus block will be added to this Moodle course,

so that students can view the videos when the videos are ready to show to students.

To start the recording, we can select Panopto recorder on our computer.

You can see the Panopto recorder interface will be looked like this.

I select the Moodle course name by clicking the dropdown box icon and it will be the video folder name.

And then we can enter the video name under this text box.

We need to select the video source and audio source.

For example, in the classroom computer, we have ceiling camera and build in webcam.

We can select the video source here.

Please be reminded that you can only select one audio source in each recording.

If you want to add one more video source to the recording, you can click "Add another video source" button here.

We can adjust the video quality here by adjusting the maximum resolution, bit rate and frame rate.

By adjusting the bit rate, you can increase the quality of the screen capture being captured.

By adjusting the frame rate, you can set the number of frames per second that will be captured.

After we click on the "Record" button, you can see the screen here.

You can click "Pause" button to pause the recording.

If you want to stop the recording, you can click "stop" button.

After we clicked "Stop" button, we can see upload progress under this bar.

You are suggested to wait until the upload progress finished.

It takes about 5-10 mins.

After the upload progress finished, the recorded video will be moved to "Uploaded Recordings" section.

You can switch off the computer now, a notification email will be sent to you after the video finished encoding.

When the video finished encoding, a video link will be automatically shown in the Moodle Panopto focus block.

Students can easily click on this video link to view the video.

If you have further questions, please feel free to contact us through email:

eLearningteam@hku.hk

Thank you for watching.