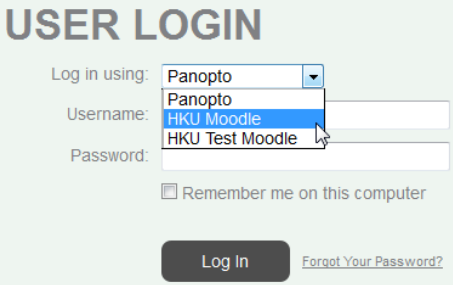


Duplicate a Panopto video

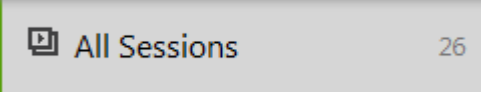

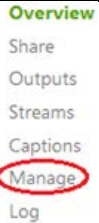
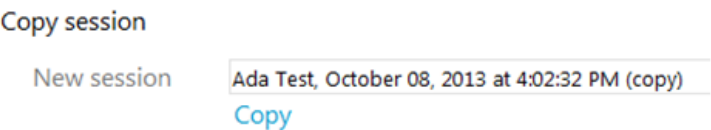
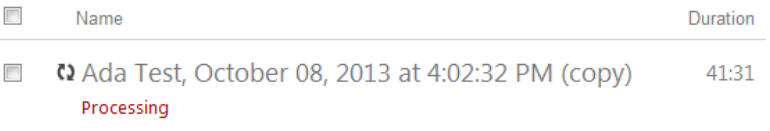
Note:

1. Only users with "Creator" role in the Panopto folder can duplicate a Panopto video

Login Panopto account

| | | |
|----|--|--|
| 1. | Open a browser and go to http://lecturecapture.hku.hk | |
| 2. | Select "HKU Moodle" to login to the Panopto account. Click "Log In" |  |
| 3. | Select "HKU Portal account (CAS)". Login Panopto account by using UID and PIN . | HKU Portal account (CAS) |

Duplicate a Panopto video

| | | |
|----|--|--|
| 1. | Click "All Sessions" button on the left hand side to view all Panopto videos. |  |
| 2. | Click "Settings" icon. |  |
| 3. | Click "Manage". |  |
| 4. | Under "Copy Session", enter the session name for the duplicated video. Click "Copy". |  |
| 5. | Please be reminded that the video needs to be re-encoded for the new version. It takes about 45 mins for a 2-hour video. |  |