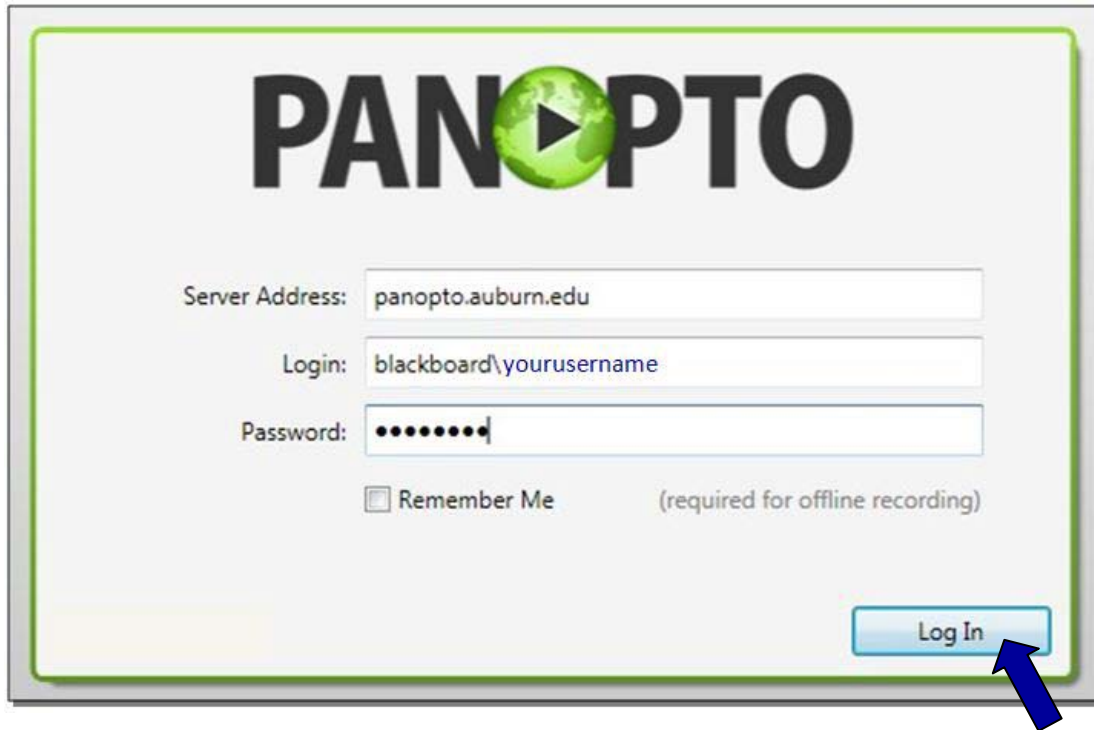
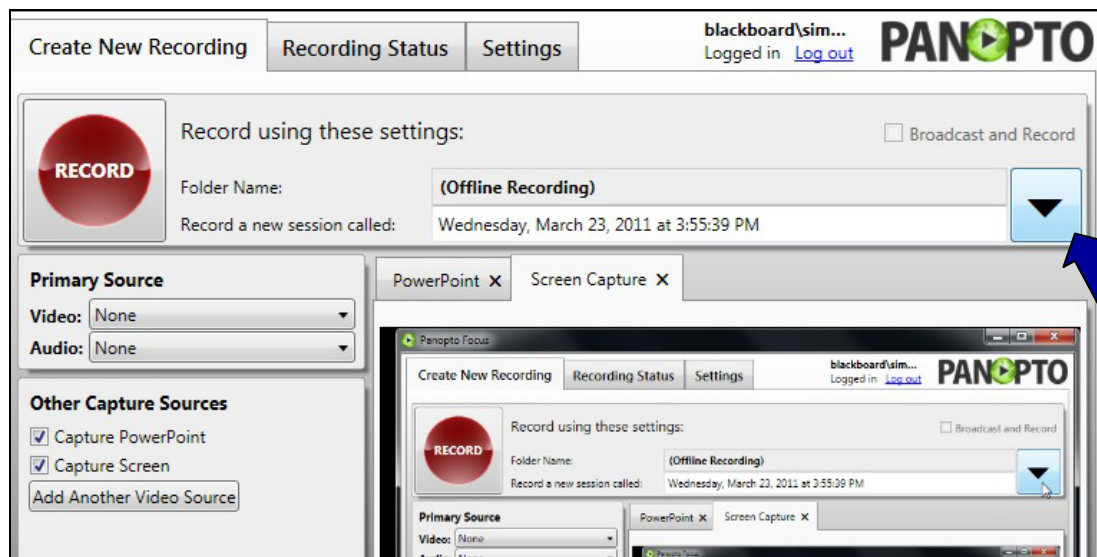


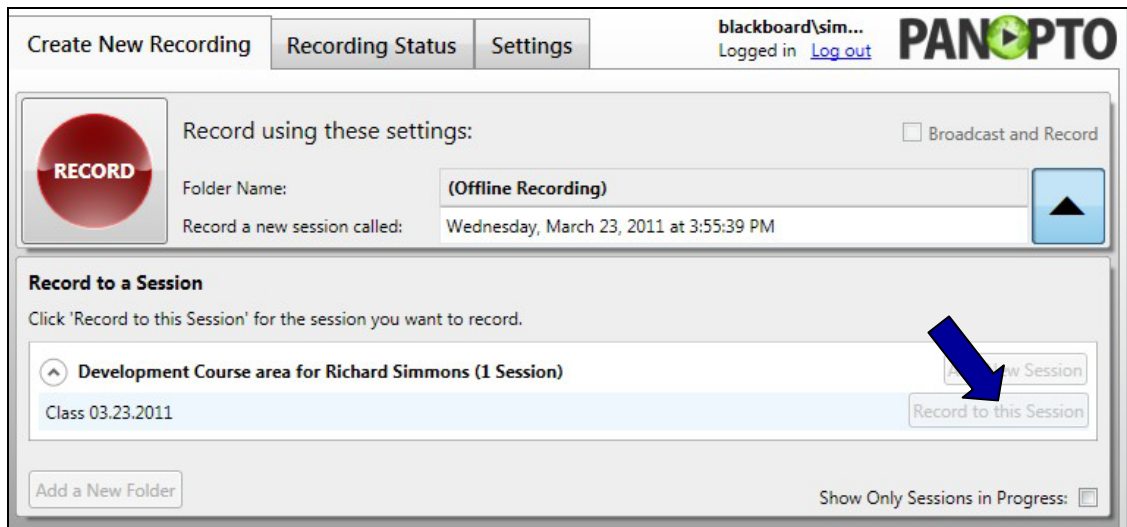
1. To record to your Blackboard section, open Panopto Recorder and log in with **blackboard** in front of your username, then click the **Log In** button.



2. Click the dropdown menu to select where to record your session.



3. A) You may record to an existing session...

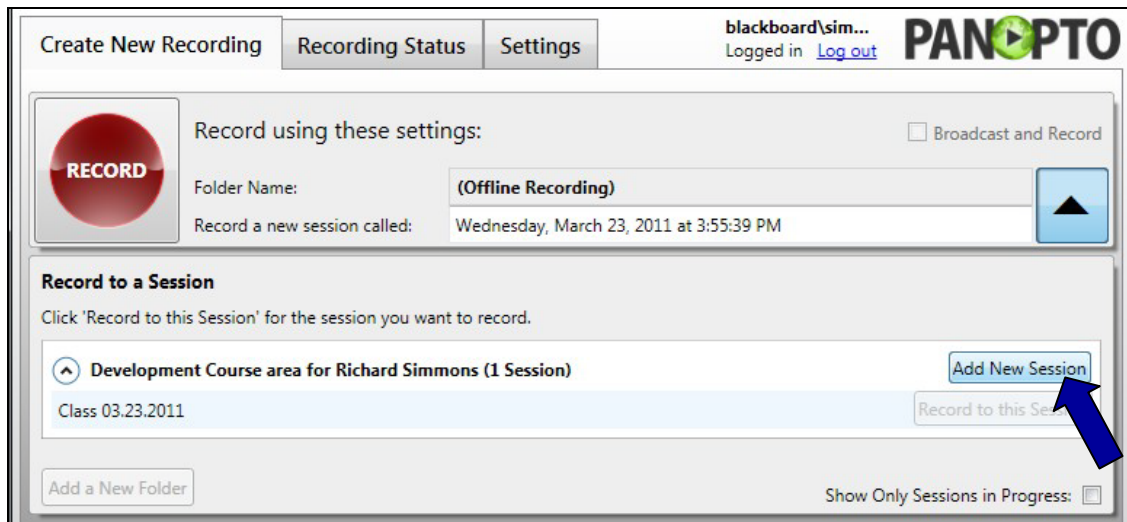


The screenshot shows the Panopto interface with the following elements:

- Navigation tabs: **Create New Recording**, **Recording Status**, **Settings**
- User info: **blackboard\sim...**, Logged in [Log out](#)
- Logo: **PANOPTO**
- Recording settings: **RECORD** button, **Record using these settings:**, **Broadcast and Record**
- Folder Name: **(Offline Recording)**
- Record a new session called: **Wednesday, March 23, 2011 at 3:55:39 PM**
- Record to a Session** section: Click 'Record to this Session' for the session you want to record.
- Session list: **Development Course area for Richard Simmons (1 Session)**, **Class 03.23.2011**
- Buttons: **Add New Session** (disabled), **Record to this Session** (active)
- Footer: **Add a New Folder**, **Show Only Sessions in Progress:**

A blue arrow points to the **Record to this Session** button.

- B) Or to a new session.

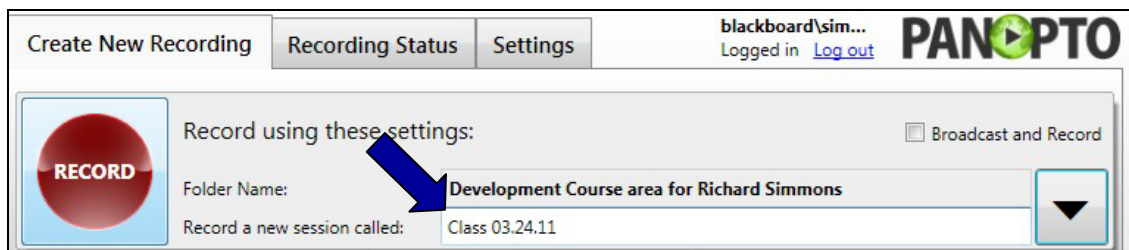
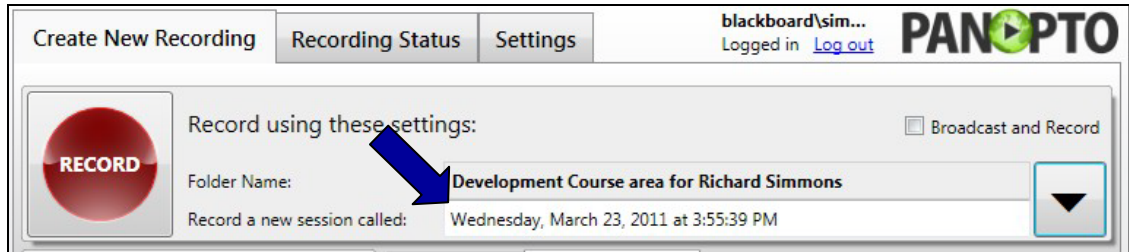


The screenshot shows the Panopto interface with the following elements:

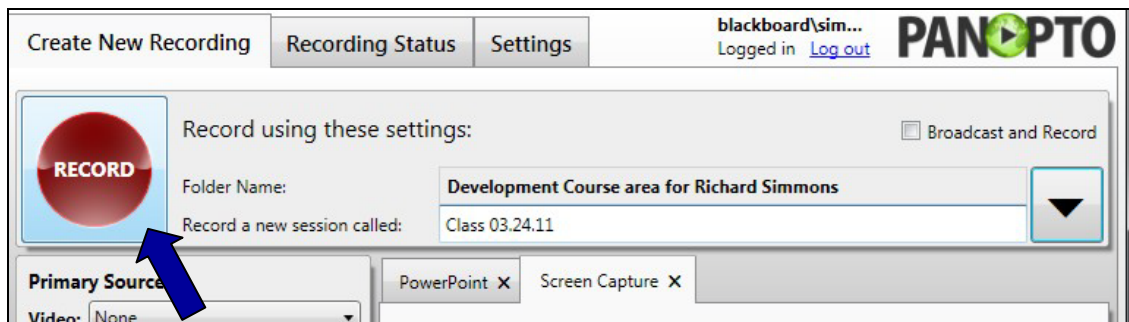
- Navigation tabs: **Create New Recording**, **Recording Status**, **Settings**
- User info: **blackboard\sim...**, Logged in [Log out](#)
- Logo: **PANOPTO**
- Recording settings: **RECORD** button, **Record using these settings:**, **Broadcast and Record**
- Folder Name: **(Offline Recording)**
- Record a new session called: **Wednesday, March 23, 2011 at 3:55:39 PM**
- Record to a Session** section: Click 'Record to this Session' for the session you want to record.
- Session list: **Development Course area for Richard Simmons (1 Session)**, **Class 03.23.2011**
- Buttons: **Add New Session** (active), **Record to this Session** (disabled)
- Footer: **Add a New Folder**, **Show Only Sessions in Progress:**

A blue arrow points to the **Add New Session** button.

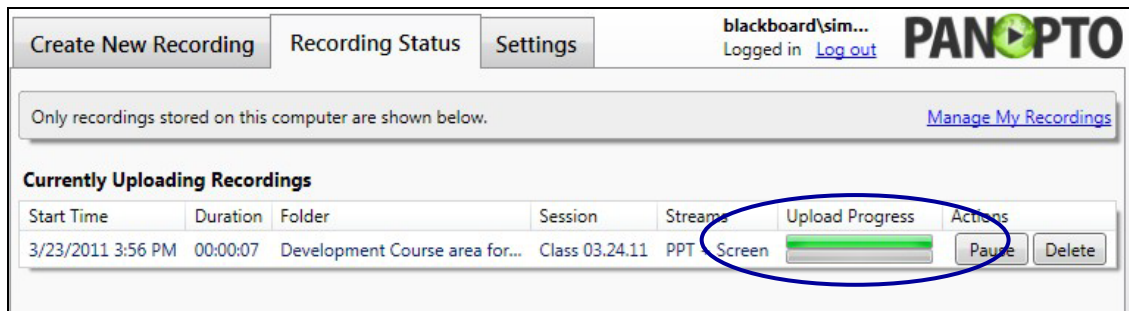
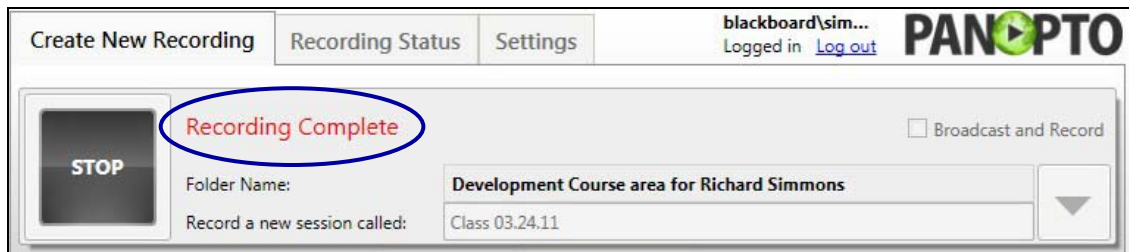
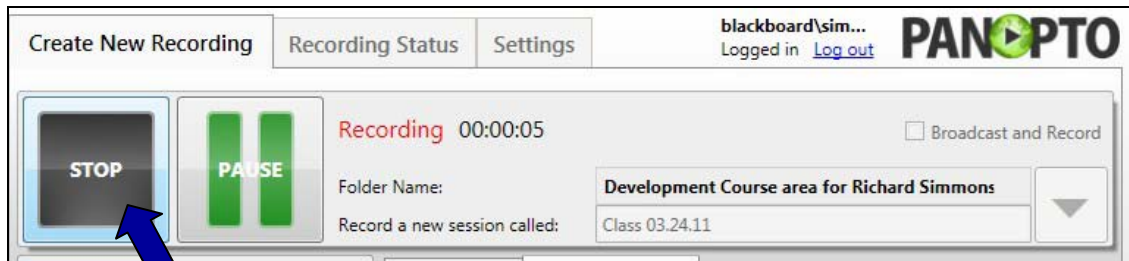
4. The title may be changed, but using a date is a good idea.



5. Click the **Panopto Record** button to begin recording. Panopto will record whatever appears on-screen.



- Click **Stop** to end recording.



- Your record session is now available. Depending on the length of the recording, it may take overnight to be available.

