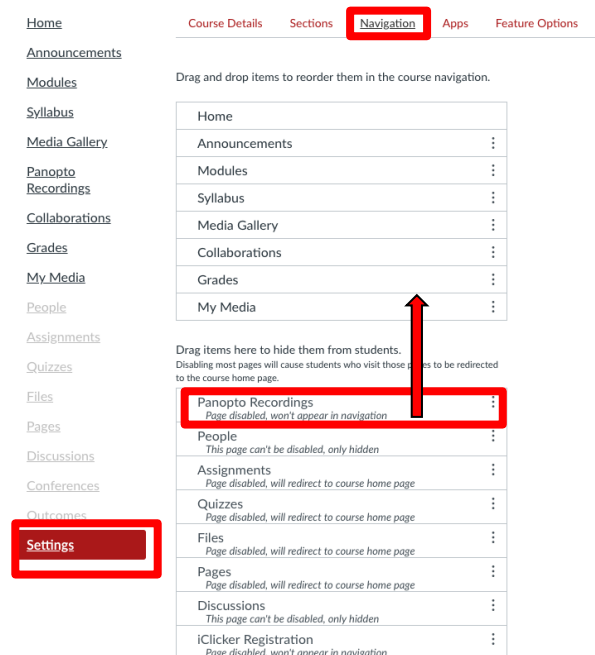


Quick Start: How to Enable Panopto in Canvas

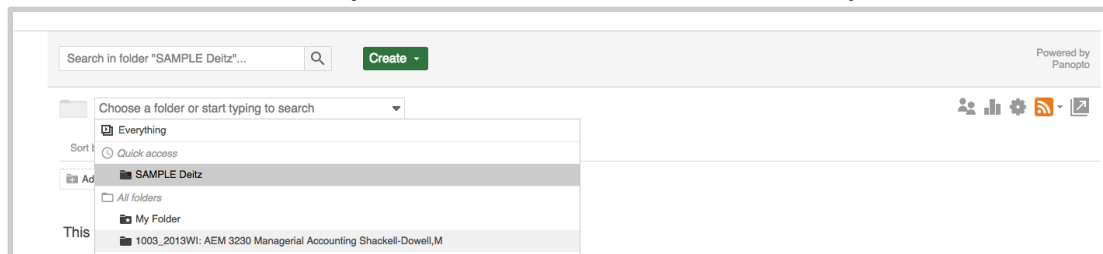
- 1) In **Course Navigation**, click the **Settings** option.
- 2) Click **Navigation** tab.
- 3) Drag **Panopto Recordings** button from bottom list to top list.
- 4) Click the **"Save"** button (bottom of page).



The screenshot shows the Canvas Course Navigation settings page. The 'Navigation' tab is selected and highlighted with a red box. The 'Settings' button in the left sidebar is also highlighted with a red box. The main content area shows a list of navigation items. The 'Panopto Recordings' item is highlighted with a red box, and a red arrow points upwards from it towards the top of the list, indicating the drag-and-drop action.

Item	Notes
Home	
Announcements	
Modules	
Syllabus	
Media Gallery	
Collaborations	
Grades	
My Media	
Panopto Recordings	Page disabled, won't appear in navigation
People	This page can't be disabled, only hidden
Assignments	Page disabled, will redirect to course home page
Quizzes	Page disabled, will redirect to course home page
Files	Page disabled, will redirect to course home page
Pages	Page disabled, will redirect to course home page
Discussions	This page can't be disabled, only hidden
iClicker Registration	Page disabled, won't appear in navigation

- 5) In **Course Navigation**, click the **Panopto Recordings** option.
- 6) Once enabled, Panopto will automatically create a folder for you on the Panopto Server. You should see your folder in the **Content Pane** of your course.



The screenshot shows the Panopto Content Pane interface. It features a search bar at the top with the text 'Search in folder "SAMPLE Deitz"...' and a 'Create' button. Below the search bar, there is a list of folders. The folder 'SAMPLE Deitz' is highlighted, indicating it has been successfully created.

Search in folder "SAMPLE Deitz"... Powered by Panopto

Choose a folder or start typing to search

- Everything
- Quick access
- SAMPLE Deitz**
- All folders
- My Folder
- 1003_2013WI: AEM 3230 Managerial Accounting Shackell-Dowell,M

Making Available to Students

Although there are a number of ways to make Panopto recordings available to students, the best way is to place the recordings into a *page*.

1. Click on the **Pages** navigation link to create a “**new page**” or edit an existing page.
2. Use the Rich Text Editor to access your Panopto recordings by clicking on the

Panopto icon. 