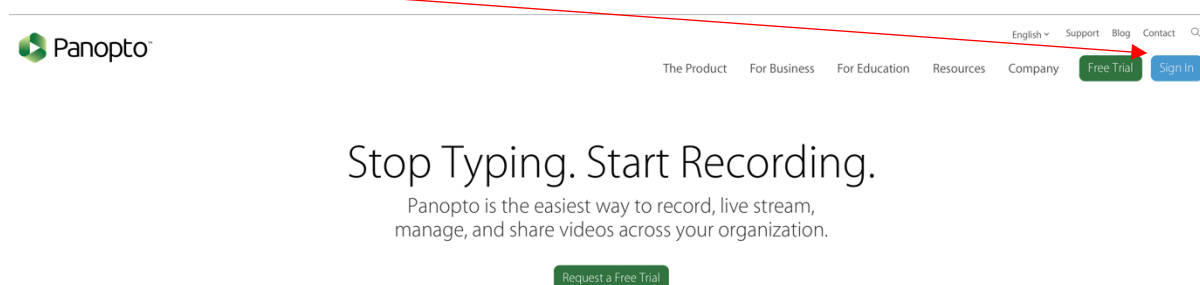


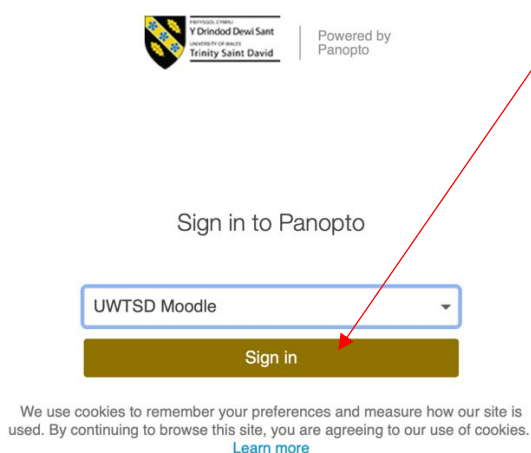
Creating an online lecture using Panopto and PowerPoint on a Mac (No student Interaction)

This guide will show you how to put a PowerPoint lesson on Moodle as a video. The students watching the video will be able to see only what is presented on your screen, i.e. your slides, they will not see you, but they will hear your voice explaining the slides. This type of lesson allows students to view the video at any time they like without you being present.

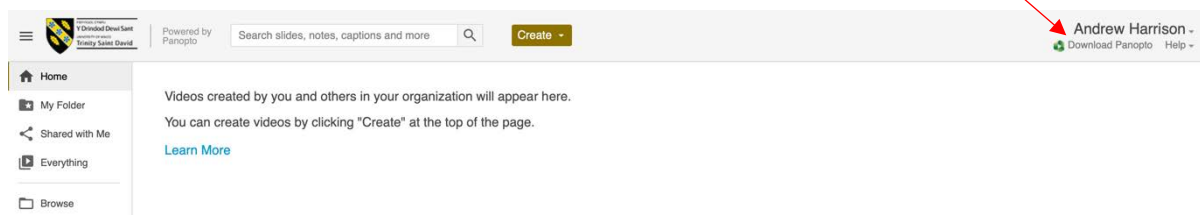
1. Navigate to www.panopto.com to download the program to your Mac. Click the 'Sign In' and log in using your university email address.



2. On the next screen, select the 'UWTSD Moodle' option and click 'sign in'.



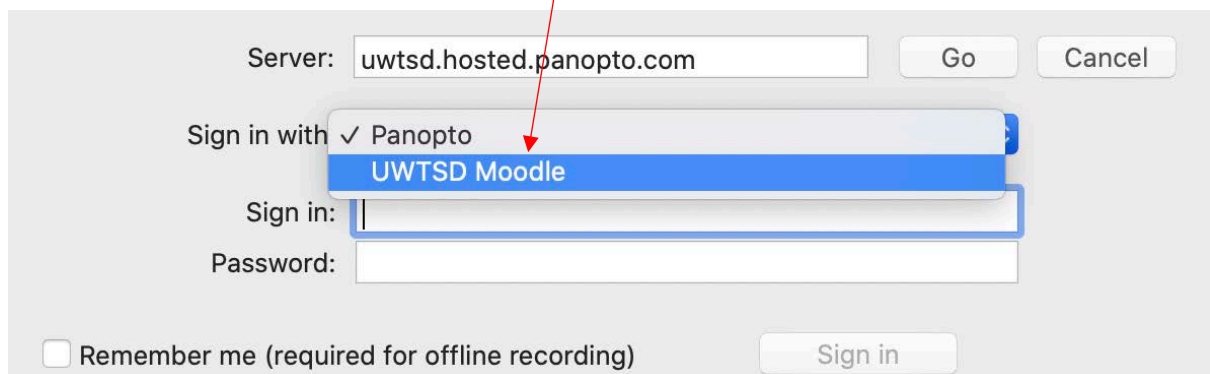
3. Log in using your normal Moodle log in detail, once logged in and on the next screen, at the top right you should see your name and underneath 'Download Panopto'



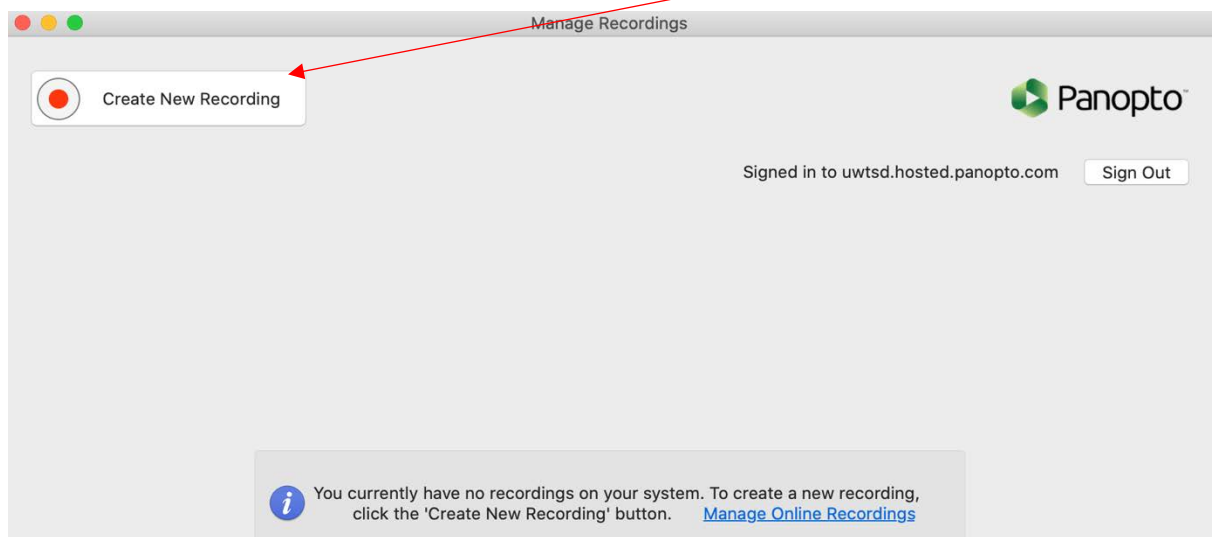
4. Once downloaded, install the program and open up Panopto (you may be asked for permission to Video/Microphone, allow these). Once open, click 'sign in'.



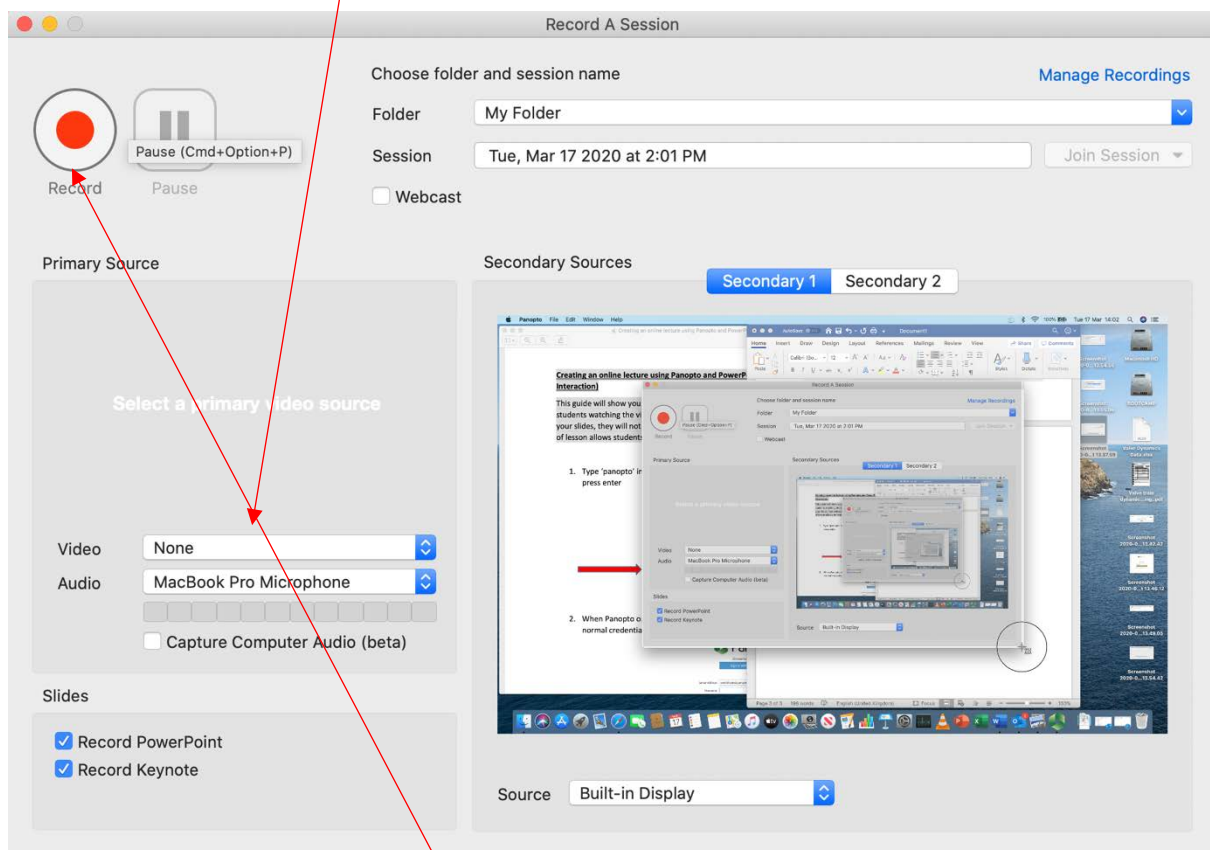
5. Then select to sign in with your Moodle details as before.



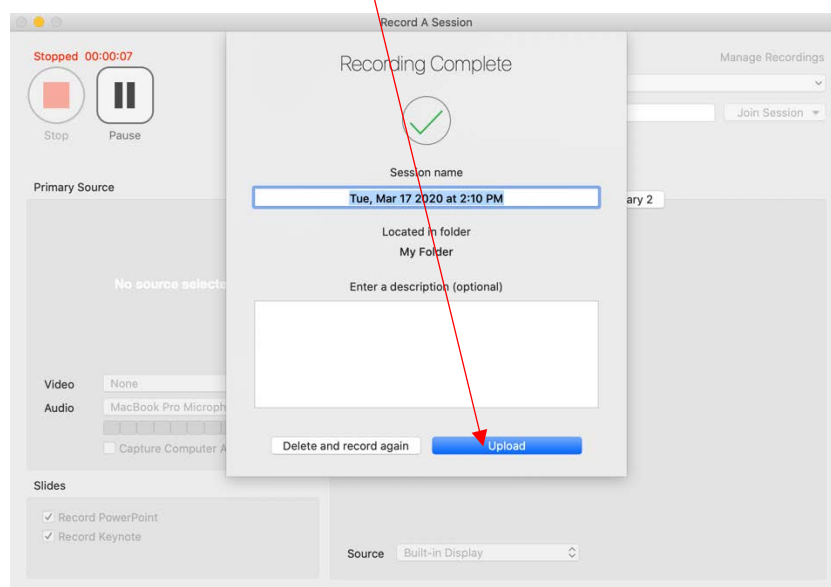
6. Once signed in, you are now ready to setup to record a session. Click 'Create New Recording'.



7. Select 'Video' as none and 'Audio' as your devices microphone.



8. You should now be ready to record, open up your PowerPoint and then navigate back to Panopto and select 'Record'. Once you select 'Record' you can navigate back to your PowerPoint and start your lesson, once finished, navigate back to Panopto and click 'Stop'.
9. Once stopped, you are able to 'Upload' your recording to your folder, this will enable you to share your recordings with your class.



10. Once it has finished uploading and processing (the time for this will vary depending on the length of your recording), you are able to share the recording.

Manage Recordings

Create New Recording

Only recordings stored on this computer are shown below. ?

Signed in to uwtsd.hosted.panopto.com Sign Out

Session	Date	Length	Status
Tue, Mar 17 2020 at 2:10 PM	Today, 14:11:14	00:00:07	Completed
Tue, Mar 17 2020 at 2:01 PM	Today, 14:06:39	00:00:22	Completed

Recording Details

Folder: My Folder

Session: Tue, Mar 17 2020 at 2:01 PM

Streams: Primary, Secondary 1, Secondary 2

Webcast: No

Status: Completed

Links: [Share](#) [Edit](#) [View Online](#)

Delete Actions

Preview

Primary Video Secondary 1 Secondary 2

Manage Online

11. Once you have clicked 'Share' you will be able to select who you wish to share with, select the appropriate option and copy the link provided. This link can then be posted to Moodle/Teams/Email where your audience will be able to view your recording.

Tue, Mar 17 2020 at 2:01 PM Learn more X

Overview

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Streams

Clips

Search

Captions

Manage

Log

Link | Embed

<https://uwtsd.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=38982ef8-eec5-41c6-b21f-ab8100e88734>

Who has access:

This session inherits permissions from its folder: [My Folder](#)

Specific people

Only specific users and groups can view.

Anyone at your organization with the link

Unlisted, anyone at your organization who has the link can view.

Anyone at your organization

Anyone at your organization can find and view.

Anyone with the link

Unlisted, anyone who has the link can view. No sign-in required.

Public on the web

Anyone on the Internet can find and view. No sign-in required.