

How to Make a Course Intro Video In 10 Minutes or Less!

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Getting Acquainted with Panopto

Key Features

- Recording From Multiple Sources
- Playlists
- Table of Contents
- Accessibility Features
- Easy File Management and Sharing
- New! (Jan 2020) [Canadian Migration](#) 🇨🇦

How I Use Panopto

- Student Project Submissions
- Tutorial videos for colleagues
- Capstone project walkthroughs

How to Set Up Panopto for Recording

1. Grab your phone or tablet (iOS or Android)
2. Download the Panopto mobile app
3. On your laptop or desktop, login to panopto.humber.ca
4. [Provision your course in Blackboard](#)

Recording, Uploading and Embedding

Recording Tips

- Find a reasonably quiet space
- Speak slowly (this is helpful for captioning later, too)
- Avoid being backlit (eg. don't stand with your back to a window)

Upload Your Video through the Panopto app

1. Open the Panopto app and log in

2. Select “Record and Upload”
3. Choose the course folder that you created earlier

Embedding Your Video into Blackboard

1. Go back to your Blackboard course site
2. Go to the Getting Started menu
3. Select “Panopto Video Embed”
4. Select your video from the list

Captioning

How to Caption Your Video

1. Log on to panopto.humber.ca, and find your video
2. Click “Edit”
3. Select “Captions” on the top
4. Select “Import Automatic Captions”
5. Edit the captions

For More Info:

- Visit humber.ca/teachingandlearning
- Email the Panopto Support Team (panopto@humber.ca)

Shirantha’s Teaching and Learning Videos on Panopto

- [Making a Course Intro Video on your Phone](#)
- [Five Things I Love About Panopto](#)
- [Creating effective personalized SFQ questions](#)
- [Preparing Your Students for Digital SFQs](#)
- [Creating Effective Lesson Plans](#)
- [Making Lesson Plan Templates in Keynote or PowerPoint](#)