Panopto: Copy recordings to a new course

Last Modified on 07/11/2024 2:33 pm EDT

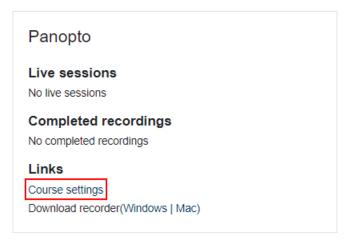
Panopto has a **new feature** that enables you to **quickly copy all of the videos from the Panopto folder of an old course into the Panopto folder for a new Moodle course**. This feature was designed to make it easier for instructors to reuse materials from term to term. The copies made for your new course are reference copies [], identical copies that Panopto treats as separate files. This allows you to collect separate viewing data for the original video and the reference copy.

Before You Start, you may need access to the following:

- a Instructor of record or Other editing teacher role in a Moodle course
- a Creator role for the Panopto folder you want to copy from

Copying recordings

- 1. Open the destination course in Moodle (i.e., the one to which you are copying videos).
- Open the course's Panopto Block (read Moodle: Add Course Blocks if you need to add this block to your course).
- 3. Click the Course Settings link in the Panopto block.



Attention: if you're not seeing the the **Course settings** link, consider whether one of the following fixes applies:

• If you blocks says "this course has not been provisioned," click the link to provision it.

- If the Course Settings link is missing, double-check that you have an Instructor of record or Other editing teacher role in the course. If not, ask someone who has one of those roles to enroll you with these same permissions or contact the Help Desk.
- 3. In the Panopto window that pops up, click Overview. Then scroll down to section Course Video Copy.

Overview	Description	
Share	Edit	
Settings		
Search Order	Assignment Folder	
Manage	Create Assignment Folder	
	An assignment folder is a special subfolder that allows users that can view this folder to create and submit sessions privately. As a creator for this folder, you can see and control all content submitted to the assignment folder.	
	Course Information	
	Provider Name moodle	
	Course ID 5361	
	Course Name bmc.CHEM.B103.002.F23	
	Course Video Copy	
	You can import videos from a previous course's folder. This will create reference copies of the videos from the chosen course's folder and subfolders and place them in this folder.	
	□ Include Zoom videos	
	□ Include scheduled recordings	
	Previous None chosen Choose source folder course folder	

- 4. In the Previous course folder , choose Choose source folder.
- 5. Search for and select the Panopto folder you want to copy videos from.
- 6. If the folder contains Zoom meeting recordings and you want them copied, check the **Include Zoom** videos box.
- 7. Click Begin folder copy.

Questions?

If you have any additional questions or problems, don't hesitate to reach out to the Help Desk!

Phone: 610-526-7440 | Library and Help Desk hours Email: help@brynmawr.edu | Service catalog Location: Canaday Library 1st floor