Moodle: Manage Class Recordings with the Panopto Block

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You can manage class recording from your Moodle course page by using the Panopto block. Please read Panopto: Add the Panopto block to a Moodle course for helping adding it to your course. Once you've done this, you'll be able to share recordings through the block, making them instantly accessible to students.

> **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 in the Panopto folder for your course.

Adding your Recordings to the Panopto Block

1. Go to your course page and open your **Block drawer.**
2. Find the Panopto block and click on **Course settings** to go to your course folder in Panopto.
3. Once there, click on the **+ Create** button.
4. Add a recording by making one on your device, making one through your browser, or uploading one saved on your device.

Once a video has been added to your course folder, it will appear in your Panopto block, allowing students to access it from the Moodle course page. You can also copy the link to a recording in your Panopto course folder and add it as a **URL** activity in Moodle ⬀.

> **Attention:** We do not recommend using the URL resource feature to link to a video from a past course. The students in your new course will not have permission to view this old recording—you will have to manually give it to them. Please see Panopto: Copy recordings to a new course to learn how to properly copy over old recordings to a new course.

Automatic uploads through Zoom

If you set up these recordings using the Zoom activity in Moodle, they will automatically upload to your

class folder in Panopto. This means they will also be accessible through the course block in Moodle. Any other meeting you record to the Zoom Cloud will automatically upload to Panopto in **My Folder** . You can then move these recordings from your personal folder to your course folder by doing the following:

1. Click on the check boxes next to the videos' titles and then click **Move**.
2. In the pop-up window that opens, search for the folder you want to move the videos to.
3. Click **Move** to finalize your choice.

Videos & further reading on the Panopto block in Moodle

- **Panopto:** How to Create a Video Using Panopto Capture
- **Panopto:** How to use the Zoom Integration

Questions?

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

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