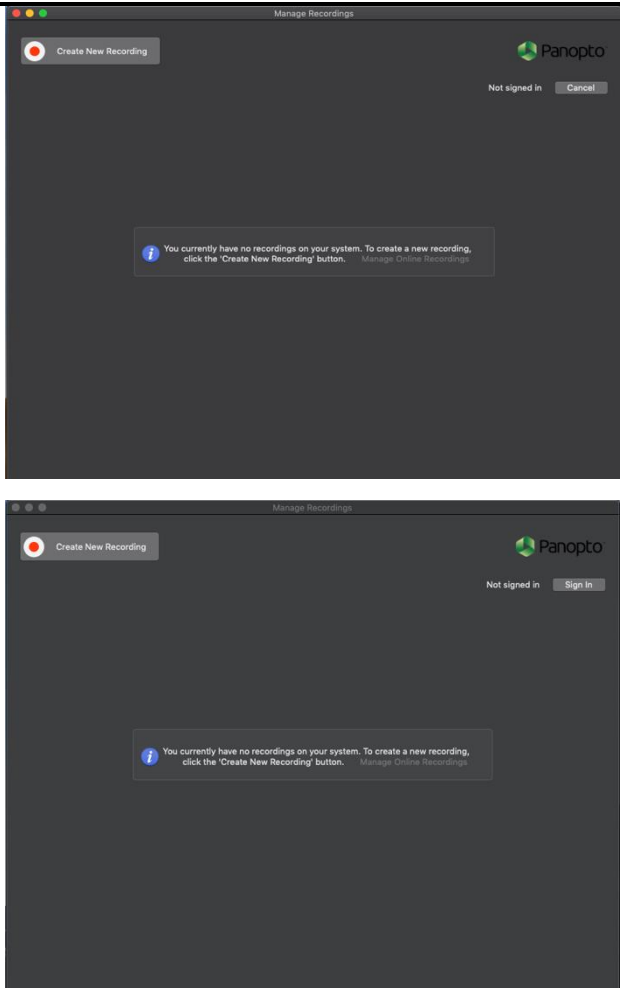


1. Launch Panopto.
If top right button shows cancel, click cancel and it will change to Sign In.



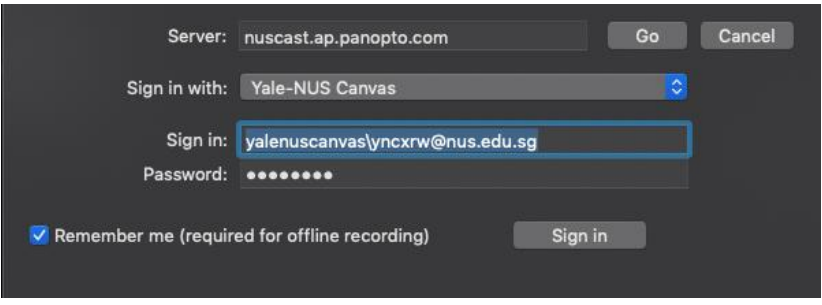
2. Sign in to your account taking note of the Server, Sign in with and password.

Server should be nuscast.ap.panopto.com

Sign in with: Yale-NUS Canvas

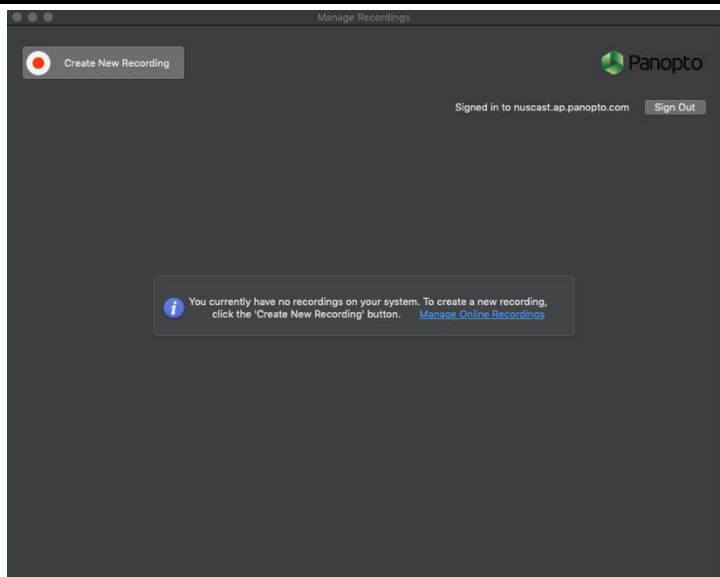
Take note of the sign in.
If yalenuscanvas\ync@nus.edu.sg don't work you might need to change the Sign In with to NUSNET.

Checking remember me will bypass all these once you manage to login successfully once.



3. Click on Create New Recording.

If prompted to allow Panopto to access microphone and camera, please allow it.



4. You can specify the folder where the video will be uploaded after recording.

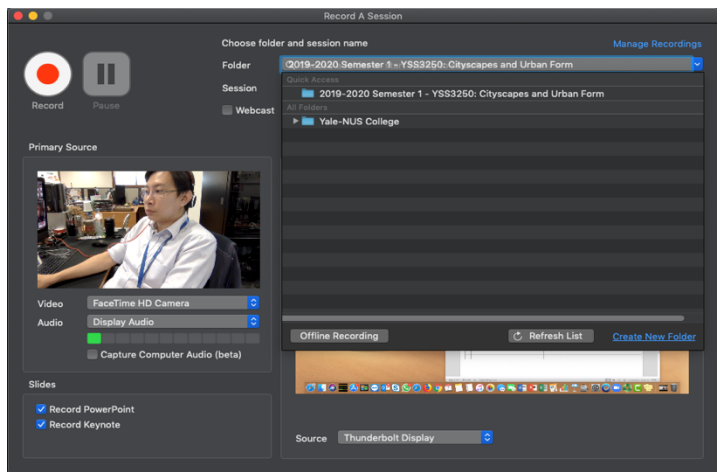
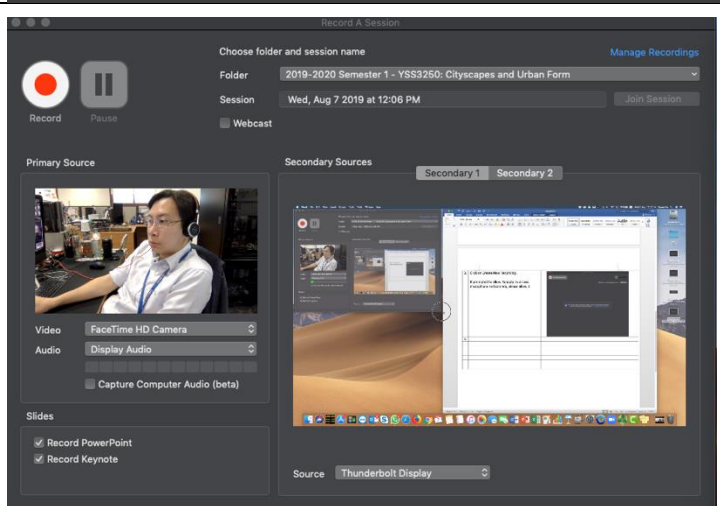
You can pull down the folder bar to reveal more folders that you can access. You should get a folder titled Yale-NUS College where your module folders are there. (Pic 2)

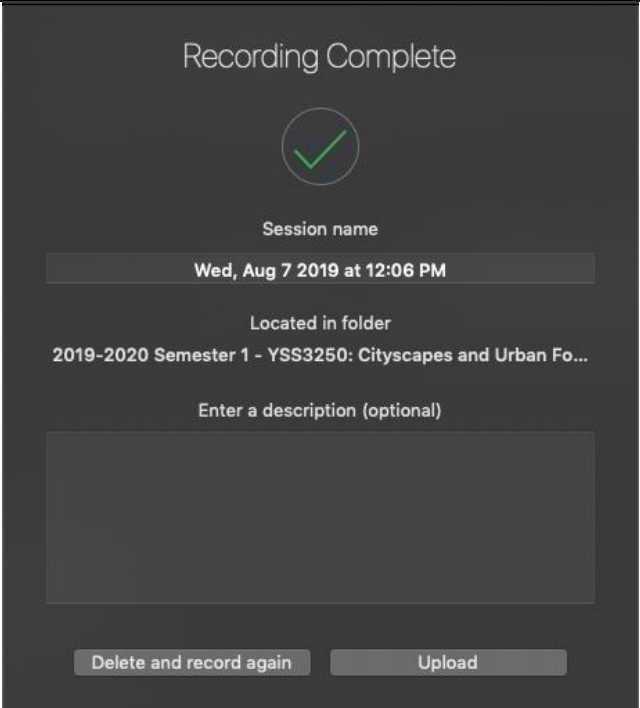
No real need to change the session but you can change it if you want to.

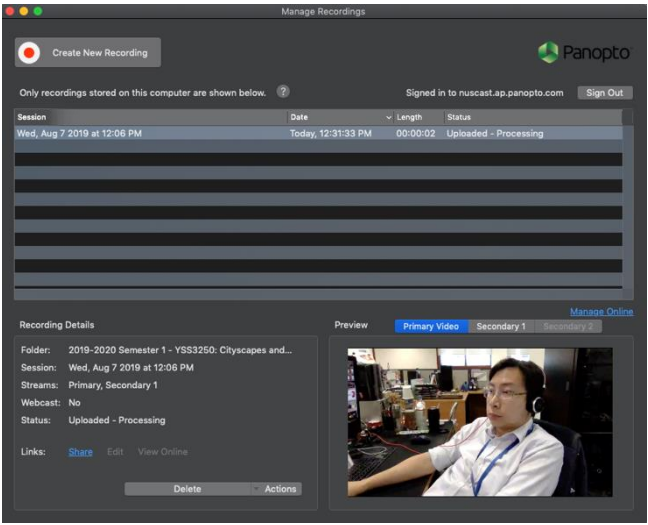
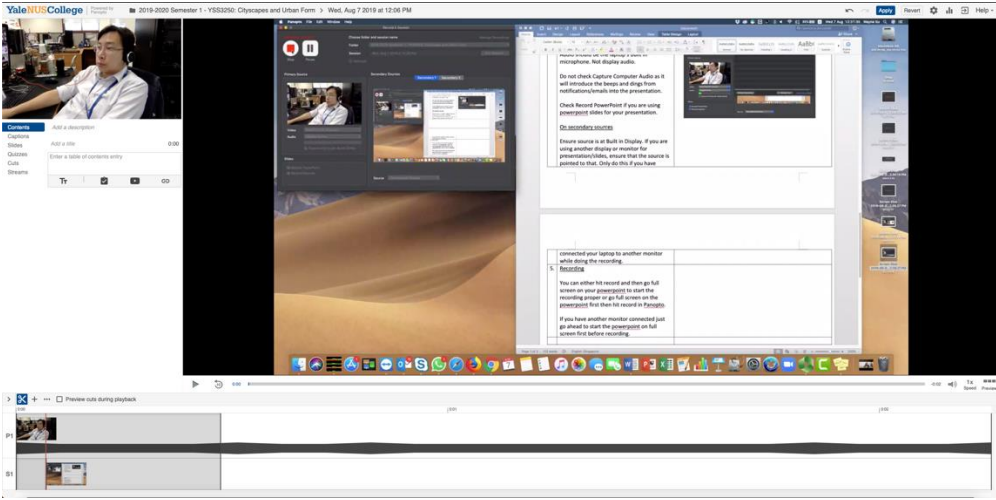
On the left, ensure that video is set to FaceTime HD camera which is your laptop's webcam.

Audio should be the laptop's built in microphone. Not display audio.

Do not check Capture Computer Audio as it will introduce the beeps and dings from notifications/emails into the presentation.



	<p>Check Record PowerPoint if you are using powerpoint slides for your presentation.</p> <p><u>On secondary sources</u></p> <p>Ensure source is at Built in Display. If you are using another display or monitor for presentation/slides, ensure that the source is pointed to that. Only do this if you have connected your laptop to another monitor while doing the recording.</p>	
5.	<p><u>Recording</u></p> <p>You can either hit record and then go full screen on your powerpoint to start the recording proper or go full screen on the powerpoint first then hit record in Panopto.</p> <p>If you have another monitor connected just go ahead to start the powerpoint on full screen first before recording.</p>	
6.	<p>Once done recording, hit stop.</p> <p>A drop down box will appear telling you the recording is complete.</p> <p>The session name will appear. If you changed it, it will appear as whatever you changed it to.</p> <p>You can enter any description you want.</p> <p>Once done, you can either upload it or delete and record again (gasp!).</p>	

<p>7. Panopto will show you the progress of the upload. Once it's completed you can click on Manage Online to make the edits online.</p> <p>On the left, you can click on <u>Share, Edit or View Online</u> to quickly do these actions. Edit will be the one we'll be doing later.</p> <p>Preview will show you what you have recording on the webcam and whatever other source you have selected. Feel free to check them out. Secondary 1 should show you the screen recording.</p>	
<p>8. Editing online.</p> <p>Highlight the before segments before you start the lecture proper to cut them out of the presentation. Likewise do the same for the ending.</p> <p>You can also check preview cuts to see how the final video will be.</p> <p>There a button ... beside the + near the scissor that allows you to set how you want your presentation to be whether the primary or secondary should be the preview image.</p> <p>Once done click apply at the top or revert to undo all changes to the video.</p> <p>Panopto will process the video and the page will be refreshed when the video is processed.</p>	

9. **Sharing.**

Click share to share the video to users who need to view the video.

You can change the access of the to allow specific persons to view or for anyone with the link to view.

2019-2020 Semester 1 - YSS3250: Cityscapes and Urban Form

Refresh Filter by date

Sort by: Name Duration Date Rating

Add folder

- Wed, Aug 7 2019 at 12:06 PM**
 27 minutes ago
 Settings Share Edit Stats Delete
- Wed, Aug 7 2019 at 11:34 AM**
 an hour ago
 Test 2
- Wed, Aug 7 2019 at 11:31 AM Test**
 an hour ago
 test

▶ **Wed, Aug 7 2019 at 12:06 PM** [Learn more](#) ✕

- Overview
- Share**
- Outputs
- Quiz Results
- Streams
- Clips
- Search
- Captions
- Manage
- Log

Link | **Embed**

<https://huscast.ap.panopto.com/Panopto/Pages/Viewer.aspx?id=3b23a2b7-140c-4ce5-80fe-aaa2004a95d0>

Who has access:

This session inherits permissions from its folder: [2019-2020 Semester 1 - YSS3250: Cityscapes and Urban Form](#)

Specific people	
Only specific users and groups can view.	
2019-2020 Semester 1 - YSS3250: Cityscapes and Urban Form::Creator	Can create
2019-2020 Semester 1 - YSS3250: Cityscapes and Urban Form::Viewer	
NUSCASTyncmhm	Can create
NUSCASTyncoghe	Can create
NUSCASTyncxrw	Can create
Yale- NUS College	Can create
Yale-NUS Educational Technology	Can create
yalenuscanvasyncmj@nus.edu.sg	Can create
yalenuscanvasyncmhm@nus.edu.sg	Can create
Eddie Ong	Can create
Wayne Xu	Can create

Invite people:

Enter people, groups, usernames, or email addresses...

10.	If you need help, do not hesitate to contact either Wayne or Husaini .	
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