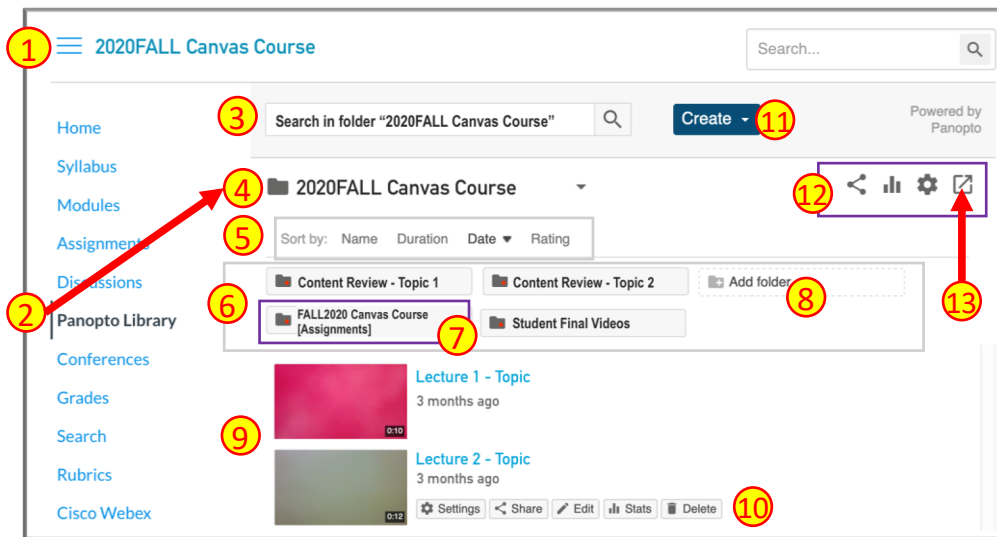




The Canvas/Panopto integration allows Panopto to open in your Canvas courses. When you click the Panopto Library tab in a course, the Canvas course navigation appears on the left side of the browser. Panopto opens on the right side of the browser. In this view (see graphic below), you can access your video or audio recordings (media sessions) for the course, create and navigate sub-folders, record and upload media, share individual sessions or folders, and more.

To be able to “fully” manage recordings and folders (like, move), select the “**open Panopto**” icon (upwards diagonal arrow - #13). This will open the Panopto folder for the course in a **new browser tab**. Learn about the Panopto Library in Canvas. **Review the graphic and corresponding explanations below.**



1. **Canvas course name**
2. **Panopto Library for course** – Opens the main Panopto folder for the course.
3. **Search** – Smart search produces results for all media sessions in the Panopto folder for the course, where the search term is “spoken” or “written”.
4. **Panopto folder for course** – Field displays current course and access to other Panopto folders you are listed as “creator” – click the pulldown arrow.
5. **Sort by** – Options for displaying media.
6. **Sub-Folders** – Displays manually created sub-folders and the “default [assignments]” folder for course.
7. **Panopto [Assignments] Folder for course** – For students submissions. “Close” folder to create a new “assignments” folder. Only one “assignments” folder at a time can be activated.
8. **Add Folder** – Create new “sub-folders” to organize media sessions.
9. **Media Sessions** – Video or audio recordings stored in the Panopto Library.
10. **Media Session options** – Applies only to the selected media session to access “share”, “stats”, “settings”, “edit”, “delete” options.
11. **Create** – The hidden menu includes options for creating sub-folders, recording, uploading media, more.
12. **Panopto folder options** – Applies only to the top level folder to access “share”, “stats”, “settings”, and to “open Panopto” cloud. Every sub-folder contains these options too.
13. **Open in Panopto** – Opens folder for course in Panopto Cloud, in a new tab.