Using Brightspace with Zoom and Panopto

VIDEO RECORDING PROGRAMS - FACULTY

1. Zoom is a great way to meet with your students across different locations. We recommend using an OSUN zoom account. If you do, your zoom recordings will automatically get copied to Panopto. To make sure they are stored correctly in Panopto click your profile icon and then go to your user settings. Under the default folder settings make sure it is set to the correct brightspace course.

   **Default Folder**  Sandboxes - sb-bard-shread2 - Network Collaborative Course  Edit

2. Return to the content page to create a zoom tile. Click add “new unit”, then add a description and a weekly zoom link.

3. To make sure the link is easily locatable for your students click “add existing”, then “external learning tools”, and link to OSUN zoom.

   ![What would you like to add?](osun-media-url)
4. If you do not have an OSUN zoom account you can click “create new”, then “link”, and copy and paste the zoom link.

5. You can also click “create new”, then “html document”, select a template from the dropdown menu above the text box, and choose video lecture. Using the template instructions you can upload previous zooms here so your students can watch them from within brightspace.
6. To make your own panopto video go to the panopto page by clicking the heading in the toolbar and then selecting create. Within the panopto app you will have two screens one of your face giving the presentation and the other of your laptop showing off your powerpoint or other class material. When your material is ready click the red record button to start, when you're done click the same button and you've just created your first panopto video!
7. To include the video on the brightspace course page select the “create new” and choose where your video should live. Once you're on the creation page for assignments, discussions, or more click the “insert stuff” button at the top of the textbox. Then select panopto video and under the upload button you will see your pre-recorded video which you can now insert into your brightspace materials.

8. If you need to record a new video related to this unit you can select record and record from the browser recorder.

9. Now that your video has been uploaded, students can reply to this thread with their own panopto video and follow similar instructions to engage online with our various video recording services.